



How to Develop an Effective Safety and Health Committee

January 28 - 29, 2019 | 9.00am - 5.00pm | Shah Alam Convention Centre

FACILITATOR

Mr. P. Sivakumaran holds a Degree in Social Sciences from the University of Singapore (1969). He has attended Professional courses such as "Safety Management Techniques" at the National Safety Council (Chicago, USA), "Safety Engineers Orientation" at Monsanto's Safety & Property Protection (St. Louis, USA), Monsanto's "Fire Control Course" at Texas A & M University (College Station, Texas, USA), and the "5 Star Health and Safety Management System" conducted by Dr. Bill Pomfret of the Safety Projects International. He started his career with Bata Shoe Sdn Bhd in 1970 as the Training Officer before moving to Malaysian Airlines System (MAS) as a Systems and Methods Controller. In 1976 he joined Monsanto Electronics as Training cum Safety Officer where his job functions encompassed conducting training and managing matters related to Safety and Health. Later he joined the Malaysian Society for Occupational Safety and Health (MSOSH) as Manager cum Training Coordinator before moving to FMM Institute as its Safety and Health Trainer. Mr. Sivakumaran has conducted numerous Public and In-House courses in many areas of safety and Health for FMM Institute throughout Malaysia since 1993. He has conducted Safety and Health Programs for organisations such as Ajinomoto, Colgate-Palmolive, Levers Brother, Lam Soon, Hitachi, Esso, Shell, Dunlop, Goodyear, Silverstone, Johnson & Johnson, NST, PLUS, Propel, Institute Bank-Bank Malaysia, Maybank, Proton, Felda, Toray Group of Companies, Lafarge Group, etc.

OBJECTIVES

- ◆ In-depth understanding of the "Occupational Safety and Health (Safety and Health Committee) Regulations 1996"
- ◆ Understanding of the legal requirements on safety standards and industry practices
- ◆ Highlight the provisions of the OSH Regulations for Implementation at work place

CONTENTS

- ◆ Introduction to Malaysian Safety & Health Legislation
- ◆ Loss Control Fundamentals
- ◆ Interpretation of Occupational Safety and Health (Safety and Health Committee) Regulations 1996
- ◆ What are the Legal Requirements?
- ◆ Functions, Objectives & Types of Committee
- ◆ Composition & Duties of Committee
- ◆ Accident Prevention Measures
- ◆ The Criteria of an Effective Safety Committee
- ◆ Checklist for Safety Committee and Occupational Safety and Health

ADMINISTRATIVE DETAILS

Dates : **January 28 - 29, 2019**
 Time : 9.00 am – 5.00 pm
 Venue : **Shah Alam Convention Centre**
 No. 4 Jalan Perbadanan 14/9
 40000 Shah Alam, Selangor Darul Ehsan
 Fees : FMM Members – RM 1,300 per participant
 Non Members – RM1,600 per participant

(Fees include course materials, Certificate of Attendance, lunch and refreshments)

*** Enjoy 10% for registration of two (2) and 20% discount for registration of three (3) or more participants from the same organisation and of the same billing source.**

WHO SHOULD ATTEND

Safety Practitioners, Safety and Health Officers, Safety Committee Members, Heads of Department, Managers, Executives and Supervisors with safety and health responsibilities

IN-HOUSE TRAINING AVAILABLE

For further enquiries, please contact:
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 Email: training@fmm.org.my
 Visit us at: www.fmm.edu.my

Registration is on a first-come first-served basis. Cheques made in favour of the "FMM Institute" should be forwarded one week before the commencement of the programme. Completed registration form, that is faxed, mailed or e-mailed to FMM Institute, would be deemed as confirmed.

All cancellations must be made in writing. There will be no charge for cancellation received 14 or more working days before the start of the programme. Cancellation received 7 – 14 working days before the start of the programme is subject to a cancellation fee of 50% of the course fees. Cancellation received 6 working days and below before the start of the programme is subject to a cancellation fee of 100% of the course fees. If the participant fails to attend the programme, the full course fees are payable. However, replacement can be accepted at no additional cost.

The FMM Institute reserves the right to change the facilitator, reschedule or cancel the programme and all efforts will be taken to inform participants of the changes. Should the programme be cancelled or postponed, FMM Institute is not responsible for covering airfare, hotel or other travel costs incurred by the participants.

REGISTRATION FORM

How to Develop an Effective Safety and Health Committee

January 28 - 29, 2019 (Monday-Tuesday) Shah Alam Convention Centre

The Manager
FMM Institute
Tel: 03-62867200
Fax: 03-62776712

Please tick (✓) accordingly:
PSMB Scheme: SBL Non Contributor
Require vegetarian meal: Yes No

Dear Madam,
Please register the following participant(s) for the above programme:
(To be completed in **BLOCK LETTERS**)

1. **Name** **Designation** **E-mail**

Nationality **IC No.**

2. **Name** **Designation** **E-mail**

Nationality **IC No.**

3. **Name** **Designation** **E-mail**

Nationality **IC No.**

(If space is insufficient, please attach a separate list)

Enclosed cheque/bank draft No. _____ for RM _____

being payment for _____ participant(s) made in favour of the "FMM Institute".

Submitted by:

Name: _____

Designation: _____ E-mail: _____

Company: _____ FMM Membership No.: _____

Address: _____

Tel No.: _____ Fax No.: _____ Date: _____

My Corporate Identity No.: _____