Technicians are expected to perform efficient troubleshooting, do proper preventive maintenance, control the usage of spare parts, and possess good maintenance etiquette. Conducted in Bahasa Malaysia, this programme is designed to provide best known methods that every maintenance personnel should be equipped with.

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MODULE 1
Penyelenggaraan
- Definisi penyelenggaraan
- Kenapa mesin memerlukan penyelenggaraan
- Peranan penyelenggaraan dalam perusahaan
- Kenapa mesin sering rosak
- Matlamat sebenar penyelenggaraan
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- Penyelenggaraan berjadual (“routine”)
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- Penyelenggaraan buang dan pasang baru (“discard”)

MODULE 3
Pemeliharaan Keadaan Asal Mesin
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- 7 sifat unggul seorang juruteknik
- Analisis kerosakan
- Menyimpan rekod kerosakan
- Membantu mencapai wawasan kilang
Mr P. Balachandran is a training consultant with over 17 years of experience in manufacturing and 7 years in training. He began his career in the Equipment Maintenance function in Motorola Malaysia and grew steadily to become an Equipment Engineer. He later took on a position as Section Head for a Production Unit which he ran for several years. He moved on to Thomson Audio Electronics in Muar as a Production Manager in 1991 where he spent 2 years. Subsequently, he assumed a position as Production Manager and then as a Training and Education Manager at Samsung Electron Devices, Seremban till July 1995.

Mr Balachandran specialises in equipment maintenance, manufacturing and training. His vast experience makes him valuable as a resource person for Human Resource Development in the Manufacturing sector. He currently is a Member of the Society for Maintenance and Reliability Professionals of U.S.A.

**OBJECTIVES**
- Understand maintenance concepts
- Differentiate the activities of maintenance
- Select the right type of maintenance
- Maintain basic equipment condition and operating standards
- Manage spare parts effectively
- Apply appropriate stocking strategies
- Apply the seven-step process of implementing preventive maintenance
- Identify the behavioural requirements for maintenance personnel

**WHO SHOULD ATTEND**
All maintenance personnel will find this programme beneficial.

**ADMINISTRATIVE DETAILS**
**Dates**: June 13 - 14, 2012  
**Time**: 9.00 am – 5.00 pm  
**Venue**: Concorde Hotel Shah Alam  
3, Jalan Tengku Ampuan Zabedah C9/C  
40100 Shah Alam  
Selangor Darul Ehsan  
**Fees**:  
FMM Members – RM950 per participant  
Non Members – RM1,200 per participant  
*(Fees include course materials, Certificate of Attendance, lunch and refreshments)*

**FACILITATOR**

Mr P. Balachandran is a training consultant with over 17 years of experience in manufacturing and 7 years in training. He began his career in the Equipment Maintenance function in Motorola Malaysia and grew steadily to become an Equipment Engineer. He later took on a position as Section Head for a Production Unit which he ran for several years. He moved on to Thomson Audio Electronics in Muar as a Production Manager in 1991 where he spent 2 years. Subsequently, he assumed a position as Production Manager and then as a Training and Education Manager at Samsung Electron Devices, Seremban till July 1995.

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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 10 or more working days before the start of the programme. Cancellation received 6 – 9 working days before the start of the programme is subject to a cancellation fee of 50% of the course fees. Cancellation received 5 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.

10% group discount is applicable for registration of three (3) or more participants from the same organisation and of the same billing source.

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.

For further enquiries, please contact:  
Ms Ravathi / Pn Hafifah  
**FMM Institute**  
Tel: 03-62867200  
Fax: 03-62776712  
Visit us at www.fmm.edu.my
Dear Sir/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: ________________________________________________________________________________________________

Address: ________________________________________________________________________________________________

____________________________________________________________________________________________________________

Tel No.: ___________________________ Fax No.: ___________________________ Date: ___________________________

FMM Membership No.: _______________ My Corporate Identity No.: ___________________________