



EFFECTIVE ADVANCED NEGOTIATION SKILLS FOR BUSINESS SUCCESS

DECEMBER 4-5, 2023 | 9.00AM – 5.00PM | FMM SELANGOR & KUALA LUMPUR BRANCH

OBJECTIVES

- Understand various phases of negotiation, recognise their strength and weaknesses as a negotiator
- Develop an effective plan and strategy to ensure level playing field as a negotiator

CONTENTS

- Getting the Fundamentals Right
- Planning and Preparing for Negotiation
- Understanding the Elements of Cost and Developing “Should be Costs & Price”
- Negotiation Role Play 1
- Negotiation Strategies
- On the Negotiation Table – It’s show time!
- Advance Negotiation Strategies
- Negotiation Role Play 2
- Reopening and Renegotiating Contracts

WHO SHOULD ATTEND?

Purchasing Managers, Executives in General Management, Finance, Heads of Department, Technical Managers

Date : December 4 - 5, 2023

Time : 9.00am – 5.00pm

Venue : FMM Selangor & Kuala Lumpur Branch
8A, Jalan Pensyarah U1/28,
Hicom Glenmarie Industrial Park
40150 Shah Alam, Selangor Darul Ehsan

Fees : FMM Members – RM 1,272 per participant
Non-Members – RM 1,484 per participant

(inclusive of 6% service tax)

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

FACILITATOR

Mr. Sekar Ponnar, is both a practitioner and an educator in the field of Logistics, Supply Chain & Procurement. He holds an MBA (General Management) from University of Hull, UK, a Bachelors Degree (Hons) in Economics from University Malaya and an Advance Diploma in Logistics Management, UK from Chartered Institution of Logistics & Transport in Malaysia. He is also a chartered member of the Chartered Institution of Logistics & Transport Malaysia. Mr. Sekar has a solid 20 year experience in the field of Logistics, Procurement & Supply Chain gained through his work stint in big conglomerates and Multi-National Companies at various levels ranging from junior level to Executive Committee level in the areas of manufacturing, logistics service providers, implementation of supply chain management, setting up 3PL logistics management and liaison with various authorities. Besides his work, he also actively involved himself in teaching and training. As a PSMB certified trainer, Mr. Sekar has been a corporate trainer since 2010 and he has given lectures and has conducted in-house training programmes for the companies he served and external companies that are aware of his credentials and vast practical experience ranging from negotiation skills, contract management, sourcing skills & developing savings action plans, warehouse management, Fundamentals of Procurement, Fleet Management, Supply Chain Management, Business Process Reengineering, Developing comprehensive Standard Operating Procedure for Procurement, Logistics Management, Inventory Planning & Control and Transport & Distribution. He has the unique ability to connect with people and uses humor and creative teaching techniques in his workshop sessions. He adopts a practical approach and provides relevant applications in his session. He is also able to simplify the theories and relate them to real life examples to enhance the learning process.

For further enquiries, please contact:

Siti Nazihah / Azrini

FMM Institute

Selangor & Kuala Lumpur Branch

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Visit us at: www.fmm.edu.my / www.fmm.org.my

REGISTRATION FORM

EFFECTIVE ADVANCED NEGOTIATION SKILLS FOR BUSINESS SUCCESS

DECEMBER 4-5, 2023 (MONDAY-TUESDAY)

FMM SELANGOR & KUALA LUMPUR BRANCH

FMM Institute Selangor (SST No: W10-1901-32000105 | CO ID: 475427W_SELANGOR)

Email: siti_nazihah@fmm.org.my / azrini@fmm.org.my

Tel: 03-55692950/4471/4171

Please register the following participant(s) for the above programme:

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

Nationality **IC / Passport No.**

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

Nationality **IC / Passport No.**

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

Nationality **IC / Passport No.**

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

Disclaimer

Registration is on a first-come first-served basis. 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 programme fees. Cancellation received 6 working days and below before the start of the programme is subject to a cancellation fee of 100% of the programme fees. If the participant fails to attend the programme or less than 75% attendance, the full programme fees are payable. However, replacement can be accepted at no additional cost. The FMM Institute reserves the right to change the speaker, reschedule or cancel the programme and all efforts will be taken to inform participants of the changes.

We hereby confirm that (Please tick accordingly):

- We will be claiming **from HRD Corp** and full payment would be made to FMM Institute in the event that no disbursement from HRD Corp under any circumstances.
- We will **NOT BE CLAIMING** from **HRD Corp**. Payment will be made to account payee FMM Institute by cheque or bank transfer to Maybank Account No **5-62106-64719-2**

Submitted by:

Name: _____ Designation: _____ E-mail: _____

Company: _____ FMM Membership No.: _____

Address: _____

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

My Corporate Identity No.: _____