



FMM Institute (Eastern)
Centre for Professional Development

2022 Training Calendar

A Guide To Professional Development



TRAINING CALENDAR 2022

DATE	DAY	TITLE	TRAINER	REMOTE ONLINE TRAINING/ CLASSROOM	FEES	
					MEMBER	NON-MEMBER

JANUARY						
Jan 17, 2022	Mon & Tue	An Introduction to Industrial Internet of Things (IIoT)	Dr Zahari Taha	Remote Online Training	RM477.00	RM530.00
Jan 19-20, 2022	Wed & Thur	Training Need Analysis	En Ahmad Fauzi bin Wahab	Remote Online Training	RM795.00	RM954.00
Jan 24-25, 2022	Mon & Tue	Planned Maintenance(PM) : Challenging The Team Zero Unplanned Machine Breakdown	Mr Nyanapragasam Sellavappan	Remote Online Training	RM844.00	RM1,007.00
Jan 25-26, 2022	Tue & Wed	Train the Trainer (Competency Based Training)	En Muhsin bin Ahamed	Classroom	RM848.00	RM1,007.00
Jan 27, 2022	Thursday	Safe Forklift Driving Skills	En Abdul Rahim Jasmin	Classroom	RM530.00	RM636.00

FEBRUARY						
Feb 8-9, 2022	Tue & Wed	Monitoring and Improving Factory Performance Using Overall Equipment Effectiveness (OEE)	Tn Syed Mudzhar bin Syed Ali,	Classroom	RM848.00	RM954.00
Feb 28, 2021	Monday	Corporate Liability Under S.17A of the MACC Act 2019	Mr Tan Kok Tee	Classroom	RM530.00	RM636.00
Feb 17, 2022	Thursday	Autonomous Maintenance (AM)	Mr Nyanapragasam Sellavappan	Remote Online Training	RM848.00	RM1,007.00
Feb 21-22, 2022	Mon & Tue	Schedule Waste Management	Mr Konasaigran Alagan	Classroom	RM954.00	RM1,060.00
Feb 23-24, 2022	Wed & Thur	Developing and Reviewing Human Resource Policy & Procedures and Employee Handbook	Ms Mary Loudes	Remote Online Training	RM795.00	RM954.00

MARCH						
Mac 3-4, 2022	Thur & Wed	Developing Impactful Skills from Engineer to Leader	Mr Wesley Khaw	Classroom	RM848.00	RM1,007.00
Mac 9-10, 2022	Wed & Thur	Coaching and Developing HSSE Personal	Dr Dzulkarnain Abu Bakar	Classroom	RM954.00	RM1,060.00
Mac 14-15, 2022	Mon & Tue	Professional Selling Skills	Ms Ewan Lee	Remote Online Training	RM795.00	RM954.00
Mac 16-17, 2022	Wed & Thur	Microsoft Excel for Financial Modelling	Mr Alex Ng	Classroom	RM954.00	RM1,060.00
Mac 22-23, 2022	Tue & Wed	Total Quality Management	Mr Paramesvaran A/L Muniandy	Classroom	RM848.00	RM1,007.00

APRIL						
April 6-7, 2022	Wed & Thur	Measuring, Evaluating & Improving Store Performance	Pn Siti Zaleha Ismail	Classroom	RM848.00	RM1,007.00
April 12, 2022	Tuesday	Employers and Employees Rights	Mr K. Kesavan	Remote Online Training	RM477.00	RM530.00
April 20-21, 2022	Wed & Thur	Penyelenggaraan Asas Untuk Juruteknik	Mr KY Lim	Classroom	RM954.00	RM1,060.00
April 28, 2022	Thursday	Multi Tasking Skills	En Mokhtar bin Said	Remote Online Training	RM477.00	RM530.00

MAY						
May 11-12, 2022	Wed & Thur	Procurement and Contract Management	Pn Siti Zaleha Ismail	Classroom	RM848.00	RM1,007.00
May 18-19, 2022	Wed & Thur	Meningkatkan Keberkesanan dan Prestasi Kerja	En Ahmad Fauzi bin Wahab	Classroom	RM848.00	RM1,007.00
May 24, 2022	Tuesday	Waste Eliminate	En Muhsin bin Ahamed	Remote Online Training	RM530.00	RM636.00
May 25-26, 2022	Wed & Thur	Advanced Financial Accounting Practices and Procedures	Mr Lok Char Lee	Classroom	RM848.00	RM1,007.00
May 30-31, 2022	Mon & Tue	Accident Prevention, Investigation and Reporting	Tn Hj. Sheikh Azahar bin Sh Mohd Noor	Classroom	RM954.00	RM1,060.00

JUNE						
June 8-9, 2022	Wed & Thur	Handling Discipline & Domestic Inquiry	Dr Jasjit Kaur	Remote Online Training	RM795.00	RM954.00
June 13-14, 2022	Mon & Tue	Effective Presentation Skills	Hjh Noor Azlinda Zainal Abidin	Remote Online Training	RM795.00	RM954.00
June 15-16, 2022	Wed & Thur	Total Safety Culture (TSC) Management Systems	Dr. Dzulqarnain Abu Bakar	Classroom	RM954.00	RM1,060.00
June 22-23, 2022	Wed & Thur	Kesihatan Mental di Tempat Kerja : Isu dan Pencegahan	En Khairol Anuar Masuan	Classroom	RM848.00	RM1,007.00
June 28-29, 2022	Tue & Wed	Risk Management Of Security Management System ISO 28000	En Zaki bin Tumijan	Classroom	RM954.00	RM1,060.00

JULY						
July 5-6, 2022	Tue & Wed	Effective Inventory Store and Management	Mr Sethuraman Ramasamy	Remote Online Training	RM795.00	RM954.00
July 13-14, 2022	Wed & Thur	Occupational First Aid & CPR	En Mad Subhi	Classroom	RM954.00	RM1,060.00
July 18-19, 2022	Mon & Tue	Maintenance Cost Control, Reductions and Energy Saving activities.	Hj Baseri Baker	Classroom	RM954.00	RM1,060.00
July 20-21, 2022	Wed & Thur	Teknik Kawalan Kualiti Untuk QC	En Muhsin bin Ahamed	Classroom	RM848.00	RM1,007.00

July 25-26, 2022	Tue & Wed	Effective Business English at Work	Mr Wesley Khaw	Classroom	RM954.00	RM1,060.00
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AUGUST

Aug 9-10, 2022	Tue & Wed	Sales Strategy - How to Win & Retain Customers With NLP	Ms Rachel Khor	Classroom	RM954.00	RM1,060.00
Aug 15-16, 2022	Mon & Tue	Building an Effective Risk Management	Mr Steven Liew	Remote Online Training	RM954.00	RM1,060.00
Aug 17-18, 2022	Wed & Thur	Hazard Identification, Risk Assessment, Risk Control and Accident Prevention	Mr Konasaigran Alagan	Classroom	RM954.00	RM1,060.00
Aug 23-24, 2022	Tue & Wed	Dealing Effectively With Problematic Employees	Dr Jasjit Kaur	Remote Online Training	RM848.00	RM1,007.00
Aug 28-29, 2022	Tuesday	Halal Fundamental : Standard & Interpretation	Mr Mohamad Noridham bin Nordin	Remote Online Training	RM477.00	RM530.00

SEPTEMBER

Sept 6-7, 2022	Tue & Wed	Process Capability Study: Data Analysis Training Using Graphical and Statistical Tools	En Zamree bin Yusuff	Classroom	RM954.00	RM1,060.00
Sept 13, 2022	Tuesday	Noise Exposure Regulation 2019	Dr. Syed Abdul Hamid bin Syed Hassan	Classroom	RM530.00	RM636.00
Sept 20-21, 2022	Tue & Wed	Successful Selling Skills - Creating Sales Warrior/ Competitive Selling Skills	Ms Rachel Khor	Classroom	RM848.00	RM1,007.00
Sept 27-28, 2022	Tue & Wed	Professional Development Programme for PAs & Secretaries	Ms Irene Choong	Classroom	RM848.00	RM1,007.00

OCTOBER

Oct 12-13, 2022	Wed & Thur	Coaching and Mentoring	En Khairol Anuar Masuan	Classroom	RM848.00	RM1,007.00
Oct 18-19, 2022	Tue & Wed	AutoCAD (Basic to Intermediate)	En Shamsul Bin Jamaluddin	Classroom	RM954.00	RM1,060.00
Oct 19-20, 2022	Wed & Thur	Improving Interdepartmental Communication	Ms Amy-Wan Rtaos	Remote Online Training	RM795.00	RM954.00
Oct 26-27, 2022	Wed & Thur	Effective Documents Controller and Record Management Programme	Mr A. Ramalu	Classroom	RM848.00	RM1,007.00
Oct 31, 2022	Monday	Business Continuity Management ISO 22301	Mr Lim Kim Yook	Classroom	RM954.00	RM1,060.00

NOVEMBER

Nov 3, 2022	Thursday	Enhancing Your Email Effectiveness	Ms Susan Chan	Remote Online Training	RM795.00	RM954.00
Nov 9-10, 2022	Wed & Thur	Microsoft Excel - Data Analysis & Pivot Table	Mr Alex Ng	Classroom	RM954.00	RM1,060.00
Nov 14-15, 2022	Tue & Wed	Using 6 Leadership Tools	Dr Jasjit Kaur	Remote Online Training	RM795.00	RM954.00

Nov 23-24, 2022	Wed & Thur	Supply Chain Management	Pn Siti Zaleha Ismail	Classroom	RM848.00	RM1,007.00
Nov 29-30, 2022	Tue & Wed	Behaviour Based-Safety	En Aziz bin Hamid	Classroom	RM954.00	RM1,060.00

DECEMBER						
Dec 7-8, 2022	Wed & Thur	AutoCAD (Advanced)	En Shamsul Bin Jamaluddin	Classroom	RM954.00	RM1,060.00
Dec 13-14, 2022	Tue & Wed	Manufacturing strategies: Cost reduction Without people reduction.	En Muhsin bin Ahamed	Classroom	RM954.00	RM1,060.00
Dec 15, 2022	Thursday	Good Manufacturing Practice (MS1514) : General Principle of Food Hygiene	Mr A. Ramalu	Remote Online Training	RM530.00	RM636.00
Dec 21-22, 2022	Wed & Thur	Defensive Driving Programme 'HIRARC' For Tanker Driver	En Azmi bin Sabran	Classroom	RM954.00	RM1,060.00

CERTIFICATE PROGRAMME

DATE	DAY	TITLE	HOUR	REMOTE ONLINE TRAINING/ CLASSROOM	FEE	
					MEMBER	NON MEMBER
Jan 13-16, 2022	Thursday - Sunday	FMM Certificate in Boilerman	4 days	ROT & CLASSROOM	1,908.00	2,544.00
March 18-26, 2022	Saturday & Sunday	FMM Certificate in Industrial Relations Management and Practices in Malaysia	4 days	ROT & CLASSROOM	2,650.00	3,180.00
May 19-22, 2021	Thursday - Sunday	FMM Certificate in Steam Engineer	4 days	ROT & CLASSROOM	2,332.00	2,968.00
June 14-16, 2022	Tuesday - Thursday	Occupational Safety Health Coordinator (OSH-C)	3 days	ROT & CLASSROOM	954.00	1,272.00
July 22 - Aug 20, 2022	Saturday & Sunday	FMM Jurulatih OJT Yang Kompeten	8 days	ROT & CLASSROOM	5,300.00	6,360.00
Sept 16 -24, 2022	Saturday & Sunday	FMM Certificate in Malaysian Employment Law	4 days	ROT & CLASSROOM	2,650.00	3,180.00
Oct 8-9, 15-17, 2022	Saturday & Sunday	FMM Certificate In Procurement and Inventory Management	5 days	ROT & CLASSROOM	3,312.50	3,975.00
Nov 1,8,15,22,29 - Dec 6,13,20 & 27, 2021	Every Tuesday	FMM Certificate in English Language For Business Communication	40hours	ROT & CLASSROOM	1,378.00	1,696.00

(Inclusive 6% SST)

In House Training Available
for all programmes listed

New programmes will be added from time to time. Please contact FMM Institute Eastern Branch for further details and schedule of programmes.

For further enquiries, please contact Puan Hanis / Ms Norelysa at FMM Institute, Eastern Branch at 09-515 6857 / 6858 or email: nuruL_hanis@fmm.org.my / fmmeastern@fmm.org.my