



FMM OCCUPATIONAL SAFETY AND HEALTH COORDINATOR (OSH-C)

15 MBOT CPD POINTS!!!

February 17, 18 & 19, 2025 (Monday, Tuesday & Wednesday)
9.00am – 5.00pm **FMM Institute, Perak**

ACCREDITED BY DOSH!!!

In line with the Strategy 6 SME 2020, to enhance the number of Occupational Safety and Health practitioner, each of SMEs Company is required to appoint at least one employee as a “**Trained Person for Occupational Safety and Health Coordinator (OSH Coordinator)**”.

Employers must appoint/hire a trained Occupational Safety and Health Coordinator (OSH Coordinator) if he employs five or more employees at the workplace.

The penalty for contravention of the requirement to appoint an OSH Coordinator is a fine not exceeding RM50,000 or imprisonment for a term not exceeding six months or both.

COURSE CONTENTS

- Topic 1 : **Reality of Small and Medium Industries in Malaysia**
- Topic 2 : **Introduction to Role and Function of the Department**
- Topic 3 : **Basic Management of OSH SMIs**
- Topic 4 : **Chemical Management**
- Topic 5 : **Introduction to Occupational Diseases**
- Topic 6 : **Work Related Road Safety (WRRS)**
- Topic 7 : **Hazard Identification, Risk Assessment and Risk Control**
- Topic 7.1 : **Practical Exercise on HIRARC**
- Topic 8 : **Material Storage and Handling**
- Topic 9 : **Work Station Design & Lighting**
- Topic 10 : **Productive Machine Safety**
- Topic 11 : **Premises and Work Related Facilities**

WHO SHOULD ATTEND

Department Heads, Safety and Health Committee members, HR Personnel, Supervisors and others from various sectors of industries.

CERTIFICATION

Participants are required to attend all scheduled classes of the course. Certificate of attendance will be issued to those who complete the course with **100% attendance**.

TRAINER

MR MOORTHY KASINATHAN holds a Masters of Business Administration specialising in Occupational Safety and Health from Southern Pacific University, US and is a Competent Occupational Safety and Health Officer registered with Jabatan Keselamatan dan Kesihatan Pekerjaan (JKKP). He holds several Certificates namely Certificate in Occupational Safety, Health and Environment (MAP), Workplace OSH, Industrial Safety, Fire Fighting, Electrical Safety, Supervisory Leadership Development, Effective Presentation Skills, Production and Operations Management (MIM) and has attended short courses by NIOSH namely Train the Trainer Methodology and First Aider. He started his career in 1977 with Euromedical Industries as an Operations Superintendent (15 years) and moved on to a Multinational company as an Environmental, Safety and Health Executive for which he has worked for 13 years. His responsibilities include, plant safety audit, machinery safety verification, PPE, emergency response plan, accident investigation, monitoring industrial hygiene and acts as an ‘Asbestos Manager’ liaising with JKKP and Jabatan Alam Sekitar. He is an OHSAS 18001 as well as ISO 9001 Lead Auditor.

MR MOORTHY, a certified trainer registered with PSMB, has conducted numerous Public and In-House courses on all areas of Safety and Health throughout Malaysia and also Indonesia, Singapore and Thailand since 1995. For the past 16 years, he has conducted courses for organizations such as Scotglass, Telekom Malaysia, Johore Port, Malaysian Maritime Academy, Sarawak Energy Group, Hi-Touch Resources, GH Packaging, Regent Hospital Products, Monetec Audio, Maersk Medical, Asian Institute of Quality and Productivity Management, Jabatan Kesihatan Kedah, JKKP Kedah/Perlis and Euromedical Industries. He has also conducted trainings and consultancies in India, Indonesia Thailand and Singapore. His area of Training expertise include Fire Fighting, Chemical Safety, OSH Legislation, Emission Monitoring, Environment, Ergonomics, Electrical Safety, Waste Management and other OSH related areas. He has presented papers at Safety and Health Seminars organised by JKKP, PERKESO and other related government agencies on invitation.

Enquiries – please contact **Ms Vaani / Pn Eda / Ms Harvindar**
(05) 548 8660 **(05) 548 8221** fmm_institute_perak@fmm.org.my

OBJECTIVES

The course is designed to meet the following objectives:

- ▶ Provide in-depth professional knowledge of the purpose, objective and importance of OSH Coordinator in an organisation
- ▶ Enhance the legal knowledge pertaining to OSH Coordinator and be acquainted with necessary know-how and techniques for performing duties as OSH Coordinator
- ▶ Create and promote the safety culture in the work place, and provide the knowledge pertaining to OSH compliance and
- ▶ Provide the knowledge to manage and maintain the Occupational Safety and Health documents

Closing Date:
FEBRUARY 10, 2025

ADMINISTRATIVE DETAILS

Date **February 17, 18 & 19, 2025 (Monday, Tuesday & Wednesday)**
Duration **3 days**
Time **9.00am – 5.00pm**
Venue **FMM Institute Perak, No 1, Lorong Raja DiHilir, 30350 Ipoh, Perak**
Medium of Instruction **English**
Fees **Members RM1,026.00/pax**
Non-Members RM1,350.00/pax
Self-Sponsored RM1,026.00/pax
(Fees inclusive of Service Tax at 8%, Course Materials, Refreshment, Lunch and Certificate of Attendance)

DISCLAIMER

The FMM Institute Perak reserves the right to change the facilitator, date and to vary/cancel the programme should unavoidable circumstances arise. All efforts will be taken to inform participants of the changes.

REGISTRATION

- Upon **Faxing / Mailing** the completed **Registration Form** to FMM institute Perak, you are **deemed** to have read and **accepted** the terms and conditions. The course would also be **deemed** as **confirmed** unless informed otherwise.
- For **HRD Corp Claimable**, employer's **HRD Corp grant Approval** must be forwarded to FMM Institute Perak at **least 3 days before the Training date**.

PAYMENT

- For **HRD Corp Claimable** Scheme, an **Attendance of 100%** is a **MUST**, in any case, **employers will be billed** in full.
- Cheques must be made in favour of **'FMM Institute'**.
- FMM Institute SST Registration No: **W10-1901-32000105**

CANCELLATION / DISCONTINUATION

Must be in Writing with Reasons ■ 7 days before the course commences – **No payment charged** ■ 3 – 6 days before the course commences – **50% payment charged** ■ < 3 days before the course commences – **Full payment charged** ■ **Participants who did not turn-up will be charged full payment** ■ Replacements can be accepted at no additional cost. ■ For discontinuation, payment made will be forfeited.

~ Registration Form ~

FMM OCCUPATIONAL SAFETY AND HEALTH COORDINATOR (OSH-C)

FMM Institute

No 1, Lorong Raja DiHilir, 30350 Ipoh, Perak

Fax: 05-5488221

Dear Sir / Madam, please register the following participant(s) for the above programme.

1.	Name		Designation	
			HP No	
	NRIC		Email	
2.	Name		Designation	
			HP No	
	NRIC		Email	
3.	Name		Designation	
			HP No	
	NRIC		Email	

(Please attach a separate list if space is insufficient)

We hereby confirmed that *(Please tick (✓) in appropriate box):-*

- We **will be claiming from HRD Corp** and full payment would made to FMM Institute in the event that no disbursement from HRD Corp under any circumstances
- We will **NOT BE CLAIMING from HRD Corp**. Enclosed cheque/bank draft No _____ for RM _____ being payment for _____ participant(s) made in favour of the **"FMM Institute"**.

Submitted by:

Name:	Designation:		
Company:	Tel:	Fax:	
Address:			
Email:	FMM Membership No		