

Safety & Health Conference 2024:

“Transforming Towards OSH Excellence”



**SAFETY
FIRST**

Introduction:

The occupational safety and health (OSH) enters into a landscape of reinforced legislative framework with the OSH (Amendment) Act 2022 comes into effect on 01 June 2024.

Striving to further excel in OSH performance and standards, all stakeholders are poised to enhance OSH awareness and OSH management system; strengthening OSH culture through effective communication and cooperation between employers and employees; enhance OSH through sustainable risk management and improvement of OSH best practices through intervention at workplace, with strategic approaches in preventing accidents at workplace, towards achieving safe, healthy and conducive working environment.

Objectives:

1. Provide updates on the latest legislations in Occupational Safety and Health (OSH);
2. Promote OSH culture at workplace;
3. Promote prevention/ minimization of hazards, accidents and injuries at workplace towards safe working environment; and
4. Sharing of best practices in OSH.

Who Should Attend:

Safety & Health Officers (SHOs), Safety & Health Committee Members, OSH Practitioners, Directors, CEOs, General Managers, Safety & Health/Facilities/ Operations Managers, Executives, Officers and those handling OSH matters.

REGISTER NOW!

 Date: 21-22 August 2024
(Wednesday-Thursday)

 Time: 9.00 am - 5.00 pm

 Venue:
Eastern & Oriental Hotel,
Penang

15 CEP Points

Jointly organized by:

 HRD Corp Claimable Course
(SBL-Khas)

 Special Rate for SHOs &
Members of SAMENTA

马来西亚中小型企业商会
SAMENTA
SMALL AND MEDIUM ENTERPRISES ASSOCIATION

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*Terms & Conditions apply.

Conference Agenda	
Time	Day 1 (21 August 2024)
8.15 am	Registration Networking Morning Coffee Break
9.00 am	<p>Welcome Remark</p> <p>- by Mr. Yeoh Seng Hooi, Hon. Secretary-General, Small & Medium Enterprises Association (SAMENTA) Malaysia</p>
9.10 am	<p>Keynote Address</p> <p>- by YBrs. Ir. Hj. Mohd Hatta Bin Zakaria, Director-General, Department of Occupational Safety and Health (DOSH) Malaysia</p>
9.30 am	<p>Session 1</p> <p>Occupational Safety and Health (Plant Requiring Certificate of Fitness) Regulations 2024</p> <p>- by Mr. Abdul Rahim Bin Sabri, Deputy Director (Operation), Department of Occupational Safety and Health (DOSH) Penang</p> <p style="text-align: right;"><i>[including Question & Answer (Q&A)]</i></p>
10.45 am	<p>Session 2:</p> <p>Roles of OHD in Emergency Response Plan and Emergency Response Team</p> <p>- by Dr. Wong Kar Lin, Occupational Health Doctor (OHD)</p> <p style="text-align: right;"><i>[including Question & Answer (Q&A)]</i></p>
12.00 pm	Lunch Networking
1.15 pm	<p>Session 3:</p> <p>Safe Working in Confined Space</p> <p>- by Mr. Muhamad Nurman Karthikasan, Occupational Safety and Health (OSH) Professional</p> <p style="text-align: right;"><i>[including Question & Answer (Q&A)]</i></p>
2.30 pm	<p>Session 4:</p> <p>Management of Chemicals from Legal Perspective</p> <p>- by Ts. ChM. Mohd Akhir Bin Ahmad, Registered Chemist, Professional Certified Technologist, Occupational Safety and Health (OSH) Professional</p> <p style="text-align: right;"><i>[including Question & Answer (Q&A)]</i></p>
3.45 pm	<p>Session 5:</p> <p>Turbo-charging Your Safety & Health Committee</p> <p>- by Mr. Mohd Fazarul Nizam Bin Zakaria, Occupational Safety and Health (OSH) Professional</p> <p style="text-align: right;"><i>[including Question & Answer (Q&A)]</i></p>
4.45 pm	Afternoon Coffee Break Networking
5.00 pm	End of Day 1

**Question & Answer (Q&A) will be in each respective session.*

Conference Agenda	
Time	Day 2 (22 August 2024)
8.15 am	Registration Networking Morning Coffee Break
9.00 am	<p>Session 6: Guidelines on Medical Surveillance Programme at the Workplace 2023 - by <i>Dr. Afra Naziha Binti Mohamad Muzammil, Head of Occupational Health Section, Department of Occupational Safety and Health (DOSH) Penang</i> <i>[including Question & Answer (Q&A)]</i></p>
10.15 am	<p>Session 7: Developing Psychological Safety in the Workplace - by <i>Dr. Arivalan Ramaiyah, Certified Clinical Psychotherapist</i> <i>[including Question & Answer (Q&A)]</i></p>
11.30 am	<p>Session 8: Ergonomic Hazards and Associated Health Conditions - by <i>Dr. Julian Cheng Jin Sian, Occupational Health Doctor (OHD)</i> <i>[including Question & Answer (Q&A)]</i></p>
12.45 pm	Lunch Networking
2.00 pm	<p>Session 9: Scheduled Waste Management – Care for Environment - by <i>Ts. Balasubramaniam Sanyasi, Professional Technologist in Electrical & Electronics Technology, Certified Environmental Professional in Scheduled Waste Management</i> <i>[including Question & Answer (Q&A)]</i></p>
3.15 pm	<p>Session 10: Overcoming The Challenging Nature of Workplace Safety - by <i>Mr. Sairam Sinniah, Occupational Safety and Health (OSH) Professional</i> <i>[including Question & Answer (Q&A)]</i></p>
4.30 pm	<p>Closing of Conference - by <i>Mr. Calvin Kwan, Deputy National President, Small & Medium Enterprises Association (SAMENTA) Malaysia</i></p>
4.45 pm	Afternoon Coffee Break Networking
5.00 pm	End of Conference

**Question & Answer (Q&A) will be in each respective session.*

Speakers Profiles

1. MR. ABDUL RAHIM BIN SABRI has been working with the Department of Occupational Safety and Health Malaysia (DOSH) since 2001. He was the Head of Investigation Section with DOSH Terengganu from 2001 to 2009; Investigation and Prosecution Officer with DOSH Penang from 2009 to 2017. En. Abdul Rahim became the Head of Prosecution and Investigation Section with DOSH Kuala Lumpur from 2017 to 2022 and was promoted to Deputy Director (Technical Services) of DOSH Kuala Lumpur since October 2022.

Currently, he is the Deputy Director (Operational), DOSH Penang since March 2024.

MR. Abdul Rahim is also Lead Auditor for DOSH Malaysia for ISO 9001 (Quality Management System), ISO 45001 (OSH Management System) and ISO 37001 (Anti-Bribery Management System)

2. DR. WONG KAR LIN is currently the Director & Occupational Health Physician at a medical clinic. He has more than 30 years of medical and clinical experiences as a medical practitioner attached with various organizations such as Ministry of Health Singapore, Ministry of Health Malaysia and private clinics. Dr. Wong is a Member of The Academy of Occupational Environmental Medicine Malaysia as Occupational Health Physician. He has vast experience in OSH trainings being NIOSH lecturer for SHO Certificate Course since 1998, NIOSH Oral Examiner for SHO Certificate in 1998, speaker for public occupational health seminars since 2013, lecturer for SHO Certificate Course by Malaysian Association of Productivity in 1998/1999, teacher and trainer in Billing's Ovulation Method of Natural Fertility Awareness since 1979.

Dr. Wong holds Bachelor of Medicine & Bachelor of Surgery (MBBS) from University of Singapore and Masters in Occupational Medicine, Health & Safety from Edith Cowan University (Perth).

3. MR. MUHAMAD NURMAN KARTHIKASAN is an accomplished practitioner in Safety and Health, Environmental, Security and HR for the past 28 years. He has vast experience working in American MNC companies, Baxter Healthcare, Cardinal Health, Jabil Colgate Palmolive. Pure Circle Emery Oleo chemicals and Teleflex Medical. In his working experience, he has Managed CIMAH (Control of Industrial Major Accident Hazards) plant. Handling chemicals, Chlorine, Methanol etc. Setting up new plants in Malaysia and Thailand and decommissioning plants. In his regional role, he has managed Malaysia and Thailand plants.

Skills and Expertise:

- Managed CIMAH Plant
- Managed Regional Sites- Malaysia and Thailand
- Accident Investigation - RCA
- OHSAS 18001/ ISO 14001
- Ergonomics
- HIRARC
- EHS Legal Compliance Audit
- EHS Gap Analysis Audit / Legal Compliance Audit
- Commissioning and decommissioning Plants
- Hot Work
- Permit To Work
- Lock Out Tag out
- Behaviour Based Safety
- Security Management
- Halal / Kosher Certification
- Food Safety
- New Facility set up EHS Management System
- Basic Fire Fighting
- Frontline Safety Supervisory Training
- Emergency Response Team - Set up
- Contractor Safety Program
- Office Safety

4. Ts. ChM MOHD AKHIR BIN AHMAD's journey as a chemical assessor spans over a decade, encompassing diverse industries and invaluable experiences. His ability lies in his knack for simplifying intricate concepts into accessible terms, a skill further complemented by his fluency in both English and Bahasa Malaysia, enabling him to connect with a wide array of individuals.

Mr. Mohd Akhir's fervour for disseminating knowledge truly comes alive through engaging training sessions, whether they're conducted in public forums or within organizational settings.

What sets him apart is not only his unwavering commitment to delivering exemplary work but also his reputation for reliability, a strong sense of duty, and an unyielding determination to exceed expectations. Underpinning his expertise is a Master's degree in Industrial Safety Management from Universiti Kebangsaan Malaysia, and a Bachelor's degree in Industrial Chemistry from Universiti Teknologi Malaysia.

His significant contribution as an EHS Specialist at Agilent Technologies LDA Malaysia Sdn Bhd included spearheading the development and implementation of effective safety and environmental management systems. He ensured these systems seamlessly integrated into daily operations, emphasizing the practical application of safety measures. Similarly, during his tenure as a Safety & Health Officer at MMC-Gamuda Joint Venture Sdn Bhd, Mr. Mohd Akhir prioritized safety coordination and accident prevention to ensure streamlined plant operations.

Currently, Mr. Mohd Akhir is the Principal Consultant for Safety and Health, where he has successfully applied his expertise across a wide range of industrial activities. With over eight years of training experience and more than fifteen years in the field of safety and health, he has honed his skills and knowledge to make a significant impact. As a Chemical Health Risk Assessor (CHRA) and a Safety & Health Officer (JKKP IS 127/438/02/5689), he embodies the ethos of staying updated and surpassing expectations. He is also an authorized Trainer from the National Institute of Occupational Safety and Health since 2015. Additionally, he holds competencies as a Train The Trainer (PSMB), a Radiation Protection Officer (RPO) (AELB/PPS/130939/2017) certified by AELB, a Poison License Holder (Type B) (PB0134/2018) accredited by KKM, and an Environmental Management System Auditor/Lead Auditor for ISO 14001:2004.

Mr. Mohd Akhir's scope of training encompasses a wide spectrum, including chemical management, confined space, Hearing Conservation Programs, ergonomic training, courses for safety and health officers, and other topics related to occupational safety and health. He is also a qualified confined space trainer (Authorized Entrance & Standby Person certified by NIOSH) and assessor. His wealth of teaching experience has allowed him to impart safety and health training to diverse audiences. Esteemed organizations such as IWK, Perodua, and Universiti Kebangsaan Malaysia have all benefited from his expertise in chemical management training. With a strong foundation in safety management, a genuine passion for sharing knowledge, and a history of impactful contributions, he stands ready to make a lasting impact in the world of chemical assessment and safety management. Beyond just meeting standards, his focus lies in nurturing a culture of safety and growth. Through this approach, Mr. Mohd Akhir is committed to fostering a safer and more informed community.

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5. MR. MOHD FAZARUL NIZAM BIN ZAKARIA has vast experience as STCW (Standards of Training, Certification and Watchkeeping) Trainer for Seafarers. He is a Competent Assessor in Emergency Training in oil and gas industry, as well as an Internal Verifier in oil and gas industry (onshore and offshore).

Mr. Mohd Fazarul Nizam has also been involved in emergency response as fire safety major emergency response instructor, incident commander, damage control team instructor, and helicopter landing officer instructor.

He holds a Diploma in Transportation and Maritime Defence from UTM.

6. DR. AFRA NAZIHA BINTI MOHAMAD MUZAMMIL graduated from Melaka-Manipal Medical College in 2009 and went on to serve the Ministry of Health for the next 4 years. She joined the Department of Occupational Safety and Health (DOSH) Penang in 2014 as the Head of Occupational Health Section. Throughout her career in the field of occupational safety and health, she has attained the Master of Science in Public Health from International Medical University (IMU), Master in Business Administration (MBA) from Perdana University, and the Licentiate of the Faculty of Occupational Medicine (LFOM) from the Royal College of Physicians Ireland (RCPI), making her a qualified Occupational Health Doctor (OHD). Her job responsibilities in DOSH Penang not only lie in enforcement work but also in policy-making and promotional activities related to Occupational Health and Industrial Hygiene. Since joining the department, she has been invited as a speaker, panellist and trainer for numerous seminars, conferences, and workshops relating to Occupational Health and Industrial Hygiene, in both the public and private sectors alike.

7. DR. ARIVALAN RAMAIYAH has developed and conducted Trainings in a wide range of subjects, which include Collective Bargaining, Terminations without Violating the Law, Employment Act and Industrial Relations, Managing Misconduct and Disciplines in the Workplace, Performance Management, KPI Strategic Implementations, Problem Solving and Decisions Making, Management, Expert Communication Skills and Influencing Skills using NLP, Team and Conflict Management, Train the Trainer, and Facilitation Skills. His trainings are known to be highly interactive with valuable and relevant participant centered activities such as role play, brain storming, games, case studies, discussions, storytelling, video sessions, quizzes, individual and group exercises, ice breakers, presentations, mind mapping, scenario planning, small projects, and debates. His training programs are often tailor made to suit the participants' expectation. Partial list of participants who have attended the training programs recently via public and in-house programs are from AM Bank, STEC, Dyna Craft, Kudat Resort, E & O Hotel, Promenade Hotel, Imperial Hotel, JobStreet, Borneo Travel and Tours, Nippon Oil, Borneo Springs, Murphy Oil, TNB, RHB Bank, Digi, Celcom, SESCO, Sin Chew Press, EON Bank, Proton, Dupont, Flextronics, Robert Borsch, B Braun, Telekom Malaysia, Kia Motors, Borneo Tourism, KFC Sdn. Bhd. Master Pack, Tatt Giap S&O, Fuji Electric, Bank Rakyat, and many others. Apart for Malaysian companies, he also has conducted training sessions for visiting participants from Vietnam, Philippines, Middle-East, Tibet, China, and Indonesia. Some of his audiences include: general managers, managers, company directors, executives, principals, lecturers, supervisors, CEOs, front line staff, government officials, NGOs, and public. Dr. Arivalan obtained the following qualifications: -

1. Doctor of Philosophy from University Science Malaysia
2. Doctor of Business Administration from Southern Luzon State University, Philippines.
3. Master of Business Administration from University of Abertay Dundee, UK
4. Bachelor of Economics from Northern University of Malaysia

A part from his qualifications with two doctorate degrees, his passion in the field of psychology further drives him to obtain the following professional qualifications: -

1. Certified Stress Management Consultant (IACT, USA)
2. Certified NLP Trainer (ABNLP, USA)
3. Certified Master Trainer in Hypnotherapy (IACT, USA)
4. Train the Trainer (PSMB)
5. Certified NLP Coach Trainer (ABNLP, USA)
6. Certified Trainer in Time Line Therapy (TLT Association, USA)

Apart from training, he is also active in consultancy works in marketing and management with various government and non-governmental bodies. The consultancy areas, includes key performance indicators

(KPI), Employee satisfaction, HR Matrix, and Conflict Free Policies. Driven by his Mission in life, Dr. Arivalan embarked on a profession as a marketer, lecturer, trainer, and consultant. He has travelled to many Asia Pacific Regions in pursued to develop network and partnership with various employer groups during his previous employment. Previously, he held high profile positions as Assistant Professor at Quest International University, Senior Program Manager at Hewlett Packard, Cyberjaya, Director of HR at AIMST University and Principal and Dean in an established private college in Malaysia.

He was also a lecturer at Curtin University of Technology Sarawak campus for 3 years. Dr. Arivalan's earlier experience at a senior management level, international exposure coupled with his academic qualifications had helped him to develop his extensive knowledge in service quality, international marketing, customer networking and prospecting, sales, negotiation skills and leadership thus enabling him to become a high-profile trainer.

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8. DR. JULIAN CHENG JIN SIAN graduated with a Medical Doctor (MD) certification from Universiti Sains Malaysia (USM), which is one of the most prestigious medical institutions in Malaysia. He has since developed his expertise in various fields of medicine, with a particular focus on occupational health.

As an Occupational Health Doctor (OHD) accredited by DOSH, Dr. Cheng has a deep understanding of the importance of maintaining the health and safety of workers in different work environments. He has also been accredited as a Medical Review Officer (MRO) by the Academy of Occupational and Environmental Medicine Malaysia (AOEMM), which demonstrates his commitment to ensuring fair and consistent drug and alcohol testing procedures.

Dr. Cheng's qualifications also include being a Train the Trainer (TTT) accredited by NIOSH, which has equipped him with the necessary skills to train and educate workers on various occupational health and safety topics. He is also an Associate Member of AOEMM since 2020, which reflects his dedication to staying up-to-date with the latest developments in the field.

Dr. Cheng is also an Initial Ergonomic Trained Person accredited by the Department of Occupational Safety and Health (DOSH) since 2017 and an Advanced Ergonomic Trained Person since 2018. These certifications demonstrate his expertise in identifying and preventing workplace ergonomic hazards, designing ergonomic workstations and equipment, and promoting worker comfort, productivity, and well-being. In addition to his extensive qualifications, Dr. Cheng has also conducted more than 20 Initial/ Advanced Ergonomics Assessments at over 10 different companies, including local and multinational corporations. His experience in ergonomic assessments has allowed him to identify potential hazards and recommend practical solutions to reduce the risk of work-related injuries and illnesses.

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9. Ts. BALASUBRAMANIAM SANYASI is an experienced Instructor with more than 40 years' experience in the industry. He has been working in the Electrical, Facilities & Maintenance field for more than 40 years and has vast knowledge in this area.

Balasubramaniam holds an Executive Diploma in Facilities and Building Maintenance Management from Universiti Teknologi Malaysia and holds an Executive Masters in Facilities & Building Maintenance Management from Open University Malaysia. He also holds a Diploma in Electrical Engineering from Butterworth Institute of Technology.

Balasubramaniam Sanyasi is a Competent Chargeman and is currently holding "Penjaga Jentera Voltan Tinggi" Sekatan BO 33kV. Balasubramaniam Sanyasi is a registered Asean Engineering Technologist and a

Certified Technician in Electrical & Electronics Technology with Malaysia Board of Technologist. He is also a Qualified Technician in Building & Construction Technology and registered with Malaysia Board of Technologist.

He had been a Chargeman AO Trainer since 2000. He is also a Technical Trainer with Info Genius Sdn. Bhd. since 2008 having conducted numerous Trainings such as Trouble Shooting Skills, Electrical Maintenance, Preventive Maintenance, Facilities Systems. He is also conducting "Professional Diploma in Facilities & Building Maintenance Management" – A University Teknologi Malaysia Program for working adults.

Balasubramaniam Sanyasi is the Secretary of Technological Association of Malaysia, Penang Branch. He has worked with various Multinationals in a Managerial position, namely Hitachi Metals Electronics Perai, Advanced Disk Technology/Hoya Electronics Kulim, Johnson Controls Malaysia Sdn. Bhd, Boral Plasterboard (Lafarge) Malaysia Sdn. Bhd, Sony Electronics Perai, Honeywell Aerospace Avionics Malaysia Sdn. Bhd., and the final Multinational was Lam Research International Sdn. Bhd in Batu Kawan.

10. MR. SAIRAM SINNI AH has been in the Safety Industry especially in Fire Safety and Personal Development Sector since 2015. He has conducted more than 600 classes and trained more than 20,000 people in 9 years duration to Public, Government and Private Sectors.

He began his career in United Asia Fire Prevention Centre as a Consultant and eventually promoted to External Affairs Manager in just 1 year, where he first began dabbling in the world of safety. He then made a move to Freedom Discovery Management where he took on the role of Senior Trainer/ Program Creator. There, he was instrumental in establishing Fire Safety Awareness, conducting Mock Fire Drills, Occupational First Aid, setting up Basic ERT (Emergency Respond Team) and identifying high risk area in client premises according to their operations. He also assisted in developing industry safety modules and devices, and specific hazard analysis.

Mr. Sairam is competent in conducting First Aid Training, and created the "1 Home 2 Aider Programme" which aims to educate and implement CPR knowledge to homeowners and their loved ones to effectively handle Medical Emergencies at home. Besides this, he provides end-to-end consultancy services to clients seeking to achieve ISO 1400 2004 certification. He also works closely with Certification Bodies such as Akademi Bomba dan Penyelamat Malaysia, and attends international safety conferences to be updated in the latest in the world of safety and ensure his program's validity.

Some of his clients include MEF (Malaysians Employers Federations), Sanyo, Modenas, USM, CNI, Cosway, Questnet, Caelygirl, FAMA, DHL and MAA Assurance (amongst others).

He is also a Fork Lift Driving trainer and has created a Defensive Fork Lift Driving training module. This module covers both Employer/Employees Safety and Loss Prevention. With the growing numbers of foreign workforce in Malaysia, the safety implementations and enforcements has become one of the challenging areas as the safety differs from one country to another country. Therefore, Safety needs to be implemented from their residents to their work place and vice versa, to ensure the action are taken into the employer's responsibilities and employees norms. Mr. Sairam is certified Employees' Housing, Accommodation And Amenities under NIOSH Programme.

Additionally, he has designed and conducted Team Building trainings for the past 8 years for various clientele which amplifies his trainings with not only knowledge but with an injection of fun!

Registration/ Participation Fees

<p>Early Bird</p> <p>RM 1,404.00 per participant <i>(inclusive 8% SST)</i></p> <p><i>(for Registration received before 05 July 2024)</i></p> 	<p>Safety and Health Officer (SHO)</p> <p>RM 1,512.00 per participant <i>(inclusive 8% SST)</i></p> <p><i>(for Safety and Health Officer with SHO Registration Number)</i></p> 	<p>Members of SAMENTA</p> <p>RM 1,512.00 per participant <i>(inclusive 8% SST)</i></p> <p><i>(for Members of Small & Medium Enterprises Association Malaysia)</i></p> 	<p>Normal Price</p> <p>RM 1,620.00 per participant <i>(inclusive 8% SST)</i></p> <p><i>(others)</i></p> 
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Closing Date for Registration: 05 August 2024

Registration Form

Safety & Health Conference 2024: “Transforming Towards OSH Excellence”
21 - 22 August 2024, 9.00 am – 5.00 pm
Eastern & Oriental Hotel, 10, Lebuhr Farquhar, 10200 Penang.

1	Name:		*Self-sponsored? Yes () No ()	
	Designation:		Vegetarian? Yes () No ()	
	I/C No.:	Email:		
	SHO Registration No.:	Mobile No.:		

2	Name:		*Self-sponsored? Yes () No ()	
	Designation:		Vegetarian? Yes () No ()	
	I/C No.:	Email:		
	SHO Registration No.:	Mobile No.:		

3	Name:		*Self-sponsored? Yes () No ()	
	Designation:		Vegetarian? Yes () No ()	
	I/C No.:	Email:		
	SHO Registration No.:	Mobile No.:		

Registration Submitted By:		
Company Name:		SAMENTA Member: Yes () No ()
		Membership No.:
Company Address:		
Contact Person:		Designation:
Tel:	Fax:	Email:

Registration Process & Payment Method:

- (1) Please note that this conference is registered under **HRD Corp Claimable Course (SBL-Khas)**. **Participation fees will be deducted from employer's HRD Corp account and paid directly to flexiEdge Training PLT.**
- (2) Employer/ Company to fill up and complete the registration form (**page 9 & 10 only**) and email to Ms. Felicia Tham/ Mr. Quah Eng Siang of flexiEdge Training PLT at **administrator@flexiedge.com.my**
- (3) flexiEdge Training PLT will email the confirmation notification to Employer/Company.
- (4) Employer/Company needs to submit training grant application to HRD Corp before conference commencement. Once approved by HRD Corp, Employer/Company to email the approved training grant application number to flexiEdge Training PLT, to be included into the JD/14 form (Joint Declaration Form).
- (5) Employer/ Company and flexiEdge Training PLT to stamp and sign the JD/14 form and return to flexiEdge Training PLT for claim submission purpose.

For Self-Sponsored Participants*:

Enclosed herewith Cheque/ Bank Draft (No. _____) amounting to RM_____ for () participant(s), crossed and made payable to "**flexiEdge Training PLT**" OR Bank in / IBG transfer to our CIMB Bank A/C No.: 800 794 3431 and email us the bank in/ transaction slip/ payment advice.

***For self-sponsored participant(s), registration will only be guaranteed if full payment is received before conference.**

*Kindly send your completed **registration form page (page 9 & 10) only** through email to Ms. Felicia Tham/ Mr. Quah Eng Siang at **administrator@flexiedge.com.my** . For further enquiry, please contact Ms. Felicia Tham/ Mr. Quah Eng Siang of flexiEdge Training PLT at Tel: 04-656 7488 / 012-479 8377 / 013-588 3355.

Terms & Conditions

1. Registration/ Participation Fees are inclusive of conference kit, refreshments, lunch and certificate of attendance.
2. Conference confirmation will be given through email before the conference date.
3. (a) Cancellation / notice of withdrawal must be given in writing (email) to us before program confirmation, no fee shall be charged.
- (b) No cancellation is allowed once our program confirmation is emailed to you. However, **if registered participant is unable to attend, only replacement from the same company is allowed**. Participant(s) who registered but does not turn up on conference day(s) shall be fully billed. No refund if participant/ replacement does not turn up on the conference day(s)
4. **For self-sponsored participant(s), registration will only be guaranteed if full payment is received before conference.**
5. The organizer has the right to change the dates, time, venue, speaker(s) or cancel the scheduled conference due to unforeseen circumstances beyond its control.

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