



Soft Skills (HR, Leadership, Motivation Skills)

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
SLS-102	Developing Effective Supervisory Skills	2 days	1300	6 - 7					17 - 18						
SLS-111	The 5 Essential Mind-sets for Effective Leadership Development	2 days	1300	8 - 9											
SMT-104	Effective Motivation & Employee Engagement in Embracing Change	2 days	1300		17 - 18										
SLS-201	Kemahiran Penyeliaan Yang Berkesan (Effective Supervisory Skills)	1 day	800		20										
SCI-104	Improving TNA Practices & Creating a Competency Matrix	2 days	1300			16 - 17									
SCI-114	Effective Recruitment, Selection & Interviewing Skills	2 days	1300				20 - 21								
SCI-119	Enhancing Personal & Team Effectiveness Workshop	2 days	1300					4 - 5							
SCI-120	The Art of Delegation & Empowerment	1 day	800					12							
SCT-102	Coaching & Problem-Solving Skills Development Workshop for Leaders	2 days	1300						24 - 25						
SCA-103	Front Desk Professional & Receptionist Image Building	2 days	1300			10 - 11							8 - 9		

Business Management, Productivity, Lean & Project Management

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
BPI-101	Effective Problem Solving Techniques - 8 Disciplines	2 days	1300				7 - 8								
BPI-102	Seven Quality Control Tools Training (7QC Tools)	2 days	1300		18 - 19										1 - 2
BPI-103	Implementation of 5S – The Five Pillars Of An Effective Workplace	2 days	1300									2 - 3			
BPI-106	Failure Mode and Effects Analysis (FMEA) - 5th Edition	1 day	800				8							9 - 10	
BPI-107	Statistical Process Control (SPC)	2 days	1300						24 - 25						
BPI-110	Process Improvement Using Poka-Yoke (Mistake Proofing)	1 day	800			24 - 25					17 - 18				
BPI-111	Kaizen	1 day	800										6		
BLS-111	The A3 Thinking Approach – 8 Steps Problem Solving	2 days	1300					14 - 15							

Project Management & Industry 4.0

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
BPM-101	Introduction to Project Management	2 days	1500							7 - 8					
BID-101	Introduction to Industry 4.0 and Its Core Elements	2 day	2000			9 - 10						10 - 11			
BID-102	Converting Production from Industry 3.0 to Industry 4.0.	1 day	1200						17						

ISO 9001 Quality Management System

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
MQM-101	Understanding the Requirements of ISO 9001:2015 QMS	1 day	800		12				23				27		
MQM-105	Strategic Approach to Risk-Based Thinking	1 day	800				2								
MQM-107	Document Control and Records Management Training	1 day	800		13				24				28		



MCP-101	ISO 9001:2015 Quality Management System (QMS) Internal Audit Training (IQNet Accredited) by DQS	2 days	1800			25 - 26				8 - 9				11 - 12
MCP-102	IRCA Certified ISO 9001:2015 Lead Auditor Training	5 days	3800							13 - 17				

ISO 14001 Environmental Management System

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
MEM-101	Understanding the Requirements of ISO 14001:2015 EMS (DOE-EI/MAS Approved - 3 CPD Hours)	1 day	800			12					4				
MEM-103	Identifying and Evaluation of Environmental Risks and Opportunities including Aspects and Impacts (DOE-EI/MAS Approved - 3 CPD Hours)	1 day	800	7		24				7				10	
MEM-106	RoHS and REACH Compliance	1 day	800					19							
MEM-109	Effective Waste Management (DOE-EI/MAS Approved - 6 CPD Hours)	1 day	800		27		1		3			30			10
MEM-111	Effective Control of Air & Water Pollution (DOE-EI/MAS Approved - 6 CPD Hours)	1 day	800	20			13			20			19		
MEM-113	Preventing Pollution & Controlling Wastes through Life Cycle Perspective (DOE-EI/MAS Approved - 6 CPD Hours)	1 day	800		26		2		2			29			9
MCP-103	ISO 14001:2015 Environmental Management System (EMS) Internal Audit Training (IQNet Accredited) - by DQS	2 days	1800						13 - 14						19 - 20

ISO 45001:2018 Occupational Health & Safety Management System

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
MOH-101	Understanding the Requirements of ISO 45001:2018 OH&S Management System (DOSH Approved - 5 CEP Points)	1 day	800	8					4					11	
MOH-103	Hazard Identification, Risk Assessment and Determining of Control (HIRADC) & Risks and Opportunities Management (DOSH Approved - 5 CEP Points)	1 day	800		11					8					2
MOH-104	OHS Legislation and Related Regulation (DOSH Approved - 5 CEP Points)	1 day	800			12					5				3
MCP-106	ISO 45001:2018 Internal Auditor Training (IQNet Accredited) - By DQS	2 days	1800				27 - 28						15 - 16		

ISO 55000 Asset Management

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
MAM-101	Basic Principles and Benefits of Assets Management	2 days	1300						14 - 15						

Food Safety Management System

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
MFS-101	Understanding the Requirements of FSSC 22000 Food Safety Management System (Version 5)	1 day	800			4				6					



MFS-105	Understanding the Requirements of ISO 22000:2018 Food Safety Management System	2 days	1300										2 - 3		
MCP-107	ISO 22000:2015 Internal Auditor Training (IQNet Accredited) - By DQS	2 days	800						4 - 5						
MFS-109	Good Manufacturing Practices (GMP) for Food Safety Management System	1 day	800										23		

Occupational Health & Safety

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
HFA-101	Workplace First Aid & CPR Training with AED (DOSH Approved - 5 CEP Points)	2 days	1300								4 - 5				
HHS-109	Hazardous Chemicals Control & Safety Handling (DOSH Approved - 5 CEP Points)	1 day	800	9			23				6				1

Fire Safety

PRODUCT CODE	TRAINING PROGRAMMES	DURATION	RETAIL PRICE/PERSON (RM)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
HFS-105	Workplace Emergency & Evacuation Plan	1 day	800		24										8
HFS-106	Company Emergency Response Team (CERTs)	2 days	1300				13 - 14							3 - 4	

Remarks:

- (1) All trainings are HRDF Claimable under SBL Scheme
- (2) Dates are subject for changes from time to time