

Chairman,
 Oil, Gas and Mining Technical Division,
 The Institution of Engineers Malaysia,
 Lots 60 & 62, Jalan 52/4, P.O. Box 223 (Jalan Sultan),
 46720 Petaling Jaya, Selangor Daru Ehsan
 Tel: 03-7968 4001/2 Fax to 03-7957 7678
 Email: valli@iem.org.my Website: www.myiem.org.my

REGISTRATION FORM

**TWO-DAY COURSE ON “AGILE VENDORS (& SUBCONTRACTORS) MANAGEMENT”
 ON 23 & 34 AUGUST 2017
 (Closing Date : 20 AUGUST 2017)**

No	Name	M'ship No.	Grade	Fee (RM)
SUB TOTAL				
ADD 6% GST				
TOTAL PAYABLE				

Enclosed herewith a crossed cheque No: _____ for the sum of RM _____ issued in favour of “The Institution of Engineers, Malaysia” and crossed ‘A/C payee only’. I/We understand that the fee is not refundable if I/We withdraw after my/our application is accepted by the Organising Committee as stated in the **cancellation term**. If I/We fail to attend the seminar, the paid registration fee will not be refunded.

Contact Person: _____ Designation: _____

Name of Organization: _____

Address: _____

Telephone No.: _____ (O) _____ (Fax)

_____ (H) _____ (HP)

Email: _____

 Signature & Stamp Date

Photocopies are acceptable



Cawangan Malaysia



TWO-DAY COURSE ON “AGILE VENDORS (& SUBCONTRACTORS) MANAGEMENT”

Organised by

Oil, Gas and Mining Technical Division, The Institution of Engineers, Malaysia and in collaboration with Institute of Mechanical Engineers Malaysia Branch (IMEchE)

Date : 23 & 24 AUGUST 2017 (WEDNESDAY & THURSDAY)
 Venue : Tan Sri Pehin Ong Fung Kee Auditorium, 3rd Floor,
 Wisma IEM, Petaling Jaya, Selangor
 Time : 8.30 am - 5.00 pm
 Speaker : Mr. Danaraj Chandrasegaran

BEM Approved CPD/PDP: 12 hours Ref No. : IEM17/HQ/071/C

REGISTRATION FEES (SUBJECT TO 6% GST)

	ONLINE	NORMAL (Offline)
IEM Student Member	RM 150.00	RM 200.00
IEM Graduate Member	RM 600.00	RM 650.00
IEM Corporate Member /IMEchE Member	RM 700.00	RM 750.00
Non IEM Member	RM 1400.00	RM1500.00

GST will be implemented with effect from 1 April 2015

IMPORTANT NOTES

- Closing Date : 20 AUGUST 2017 (SUNDAY)
- For ONLINE REGISTRATION, payment MUST BE MADE VIA ONLINE PAYMENT [via RHB Now and Maybank2u -Personal Saving & Personal Current; Any Credit Card - Visa/Master]. If payment is not received within the stipulated time, the registration fee will automatically be reverted to the normal fee.
- Payment via CASH/CHEQUE/BANK-IN TRANSMISSION/BANK DRAFT/MONEY ORDER/ POSTAL ORDER/LOU/LOG/WALK -IN will be considered as NORMAL REGISTRATION
- FULL PAYMENT must be settled before commencement of the event, otherwise participants will not be allowed to enter the hall. If a place is reserved and the intended participant fails to attend the course, the fee is to be settled in full. If the participant failed to attend the course, the fee paid is non-refundable. IEM reserve the right to reject any LOU/LOG not in accordance with these instructions.
- The Organising Committee reserves the right to alter or change the programme due to unforeseen circumstances.

POSTPONED UNTIL FURTHER NOTICE

SYNOPSIS

Vendor management (VM) has become an integral part of the engineering industry. It is becoming more important than ever for clients to consider how they extract maximum value from subcontracting or “outsourcing” arrangement, particularly in the context of multi-parties environments. Subcontracting or Outsourcing provides opportunities to leverage external expertise and scale to provide quality services at reduced cost enabling internal resources to be more focused on organization specific activities, appropriate to their knowledge and skill. However, without effective Vendor Relationship Management, organizations are at risk of services not delivering what the business requires and at a premium cost to the business.

Regardless of what business you're in, vendors play a key role in the success of your business. Agile vendor management practices that build a mutually strong relationship with your vendors; will strengthen your company's overall performance in the marketplace. In Agile project management, the project management is more of a facilitator and their role it to ensure that the collaboration between the business and solution provider (in our case vendors and subcontractors) are effective. Ignoring Agile vendor management principles will result in a dysfunctional relationship that will have the potential to negatively impact your business in current fast paced and schedule driven projects.

This two day course is designed to help you develop skills that will enhance your vendors and subcontractors delivery to your project and reaching out to them effectively. This course will intersperse with Agile approach, whereby engineers will act as facilitator and to ensure that the collaboration between the business (in our case project) and the vendors & subcontractors is effective.

As a great deal of class time will be spent in a variety of interactive formats, active participation is essential.

BIODATA

Ir. Danaraj Chandrasegaran P.Eng MIE(M) C.Eng M. MechE. He is a Chartered Engineer and has honours degree in Mechanical Engineering from University of Technology Malaysia. He also holds a MEng degree in Mechanical Engineering from University of Malaya. He also presently a committee member with The Institution of Engineers Malaysia and Institution of Mechanical Engineers (UK) Malaysia Chapter.

Since starting his career as a Mechanical Engineer, Ir. Danaraj has had a varied service; both in front line project execution as well as in technical, training, and management functions. His career has a diverse outlook on project execution ranging from building construction, marine, mining and energy industry; as a mechanical engineer. He has worked on several large scale projects worldwide such as Shell Malikai TLP and Barzan Offshore Project. In addition, had delivered many projects successfully collaborating with vendors and subcontractors alike.

LEARNING OUTCOMES

At the end of the course participants will:

- Acquire better vendor management practices
- Able to lead successful vendor selection process
- Learn tools that will help you manage your vendors (& subcontractors) effectively.
- Managing relationship dynamics between your vendors and organization
- Developing governance framework for vendors' progress and performances

COURSE SCHEDULE & OUTLINE

TIME/DAY	DAY 1	DAY 2
08.30 - 09.00	Registration	Registration
09.00 – 09:30	Introduction	Relationship Management
09:30 – 10:30	Vendor Management Essentials	Work group 3
10:30– 10:45	Tea Break	Tea Break
10:45– 11:30	Vendor Management Essentials... cont'd	Setting KPIs and Performance Monitoring
11:30 – 13:00	Work group 1	Work group 4
13:00– 14:15	Lunch	Lunch
14:15– 15:45	Vendor Evaluations & Selection Strategies	Effective Vendor Communications
15:45– 16:00	Tea Break	Tea Break
16:00– 16:45	Workgroup 2	Q&A/ Feedback/ Summary

PERSONAL DATA PROTECTION ACT

I have read and understood the IEM's Personal Data Protection Notice published on IEM's website at <http://www.myiem.org.my> and I agree to IEM's use and processing of my personal data as set out in the said notice.