Chairman,
Electrical Engineering Technical Division,
The Institution of Engineers Malaysia,
Lots 60 & 62, Jalan 52/4, P.O. Box 223 (Jalan Sultan),
46720 PetalingJaya, Selangor Darul Ehsan
Tel: 03-7968 4001/2 Fax to 03-7957 7678 (Email : sitiaisyah@iem.org.my)

REGISTRATION FORM

One Day Seminar on Best Maintenance Practices in LV Switchgear
Date : 5th November 2019

No	Name(s)	M'ship No.	Grade	Fee (RM)*
			SUB TOTAL	
			ADD SST @6%	
			Total Payable	

***Fees MUST be fully paid BEFORE the CLOSING DATE. Seats could only be confirmed upon payment.**
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

CLOSING DATE: 2ND NOVEMBER 2019

IEM
The Institution of Engineers, Malaysia

One Day Seminar on Best Maintenance Practices in LV Switchgear

Organised by
Electrical Engineering Technical Division,
The Institution of Engineers, Malaysia

5TH NOVEMBER 2019, TUESDAY

Venue: Malakoff Auditorium, Ground Floor,
Wisma IEM, Petaling Jaya
Time: 8.30am – 6.00pm
Speaker: Mr. Sanjay Aggarwal

BEM Approved CPD/PDP: 7 **Ref. No.: IEM19/HQ/505/S**

REGISTRATION FEES (SUBJECT TO 6% SST)		
	ONLINE	**NORMAL (Offline)**
IEM Student Member	RM 50.00	RM 80.00
IEM Graduate Member	RM 100.00	RM 150.00
IEM Corporate Member	RM 100.00	RM 150.00
Non-IEM Member	RM 200.00	RM250.00

SYNOPSIS

The Technical Session "Best Maintenance Practices in LV Switchgear" has been envisaged to encourage the most suitable maintenance practices. This Programme aims to give an overview of recommended Electrical Low Voltage Switchgear Maintenance Practices (Routine, Preventive and Predictive) in the Modern Power Systems as well as Buildings. In any Modern Industrial as well as Commercial Buildings with Complex Electrical system, Selection, Operation & Maintenance of a switchgears pertaining to its Usage as well as applications, plays a pivotal role. Despite incorporating the best possible switchgear system, wear and tear is inevitable. Hence, a need for proper Maintenance System is also most desired as well as relevant. For instance, Life of a Contactor can be increased by regular and required maintenance. A Systematic & Structured Approach helps to sustain the Power System for long. In this Programme, the Trainer will cover the Low Voltage Air Break Contactors, Thermal Overload Relays, HRC Fuses and Moulded Case Circuit Breakers, with Demo and Practical hands on training. Also, this Programme includes the hands-on session on Testing, Troubleshooting & Maintenance of LV Switchgear especially Control gear & Power gear products such as ACBs, MCCBs. Contactors, O/L Relays, Capacitors along with Good Termination Practices etc.

SPEAKER BIODATA

Mr. Sanjay Aggarwal graduated in Electrical Engineering from Maharishi Dayanand University in 1990. He also specialization in Electrical Machines & Power Systems. Also a certified Energy Manager & Certified Energy Auditor with "Bureau of Energy Efficiency "(BEE) under Ministry of Power India. Currently, Mr Sanjay is the head of Larsen & Toubro Switchgear Training Centre Delhi and has more than 27 years of experience in R&D, Marketing, Sales, Projects, Channel Management and Industrial Automation.

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.

TENTATIVE PROGRAMME	
8:30 – 9:00	***Registration and arrival of participants***
9:00 – 10:00	Session on Low Voltage Air-break Contactors with demo.
10.00 – 10.45	Session on Thermal Over Load Relays with demo.
10:45 – 11:00	***Morning Break***
11:00 – 11:45	Session on Low Voltage HRC Fuses with demo
11.45 – 13.00	Session on ACBs with AV Demo.
13:00 – 14:00	**Lunch**
14:00 – 15:30	Session on Moulded Case Circuit Breakers (MCCBs) with demo.
15:30 – 15:45	***Tea Break***
15:45 – 16:30	Session on Good Termination Practices.
16:30 – 17:30	Q&A
17:30	***End of Seminar***

Terms & Conditions:

- For **ONLINE REGISTRATIONS, only ONLINE PAYMENT** is applicable [via RHB and Maybank2u –Personal Saving & Personal Current; Credit Card - Visa/Master].
- Payment via **CASH / CHEQUE / BANK-IN TRANSMISSION / BANK DRAFT / MONEY ORDER / POSTAL ORDER / LO / WALK -IN** will be considered as **NORMAL REGISTRATION.**
- **FULL PAYMENT** must be settled before commencement of the course, otherwise participants will not be allowed to enter the hall. If a place is reserved and the intended participants fail to attend the course, the fee is to be settled in full.
- Fee paid is not refundable. Registration fee includes lecture notes, refreshment.
- The Organizing Committee reserves the right to cancel, alter, or change the program due to unforeseen circumstances. Every effort will be made to inform the registered participants of any changes. In view of the limited places available, intending participants are advised to send their registrations as early as possible so as to avoid disappointment.

CANCELLATION POLICY

IEM reserves the right to postpone, reschedule, allocate or cancel the course. Full refund if cancellation is received in writing more than 7 days before start date of the event. No cancellation will be accepted prior to the date of the event. However, replacement or substitute may be made at any time with prior notification and substitute will be charged according to membership status.