

Chairman,  
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 The Institution of Engineers Malaysia,  
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**REGISTRATION FORM**

**1 DAY COURSE OUTLINE ON MANAGING RISK AND SAFE HANDLING IN ELECTRICAL HAZARDS**

Date : 8<sup>th</sup> June 2016

Venue : Auditorium Tan Sri Chin Fung Kee , 3rd Floor, Wisma IEM, Petaling Jaya

**Closing Date : 3<sup>rd</sup> June 2016**

| No                   | Name(s) | M'ship No. | Grade | Fee (RM)* |
|----------------------|---------|------------|-------|-----------|
|                      |         |            |       |           |
|                      |         |            |       |           |
| <b>SUB TOTAL</b>     |         |            |       |           |
| <b>ADD GST @6%</b>   |         |            |       |           |
| <b>Total Payable</b> |         |            |       |           |

**\*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**



*The Institution of Engineers, Malaysia*

**1 DAY COURSE OUTLINE ON MANAGING RISK AND SAFE HANDLING IN ELECTRICAL HAZARDS**

Organised by: Electrical Engineering Technical Division, IEM

Date : 8<sup>th</sup> June 2016, Wednesday

Venue : Auditorium Tan Sri Chin Fung Kee , 3<sup>rd</sup> Floor, Wisma IEM, Petaling Jaya

Time : 9.00 a.m. - 5.30 p.m.

BEM Approved CPD/PDP Hours : 6.5 RefNo: IEM16/HQ/143/C

**REGISTRATION FEE (GST NOT INCLUDED)**

| Registration Fee     | Normal Fee | On-line Fee |
|----------------------|------------|-------------|
| IEM Student Member   | : 180.00   | 150.00      |
| IEM Graduate Member  | : 300.00   | 250.00      |
| IEM Corporate Member | : 450.00   | 400.00      |
| Non IEM Member       | : 1200.00  | 1100.00     |

**Closing Date: 10<sup>th</sup> May 2016**

**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.

## **SYNOPSIS - POWER QUALITY IN MODERN FACILITY**

Electrical hazard is one of the key considerations in the management of risks related to safety in the workplace. Risk can be minimized with proper procedures and safe handling in the course of any electrical work.

The course seeks to provide to the participants an understanding and appreciation of the Occupational Health and Safety Act 1994 (OSHA 1994) and its legal requirements. With particular focus on electrical works, the roles and responsibilities of each personnel at work will be defined, to allow full cooperation and awareness in ensuring safety. The participants will be shown the steps, techniques and examples for hazard identification for personnel involved in electrical works.

### **SPEAKER'S BIODATA**

Mr. Andrew Anthony is one of the national accredited leading trainers of the Department of Safety & Health (DOSH) and the National Institute for Occupational Safety and Health (NIOSH). He currently serves on the Board of Directors at National Institute Occupational Safety and Health (NIOSH) Malaysia. He has 28 years of experience as a safety officer and safety manager in various industries including the electronic industry, chemical plant, construction industry, transmission technology (electrical) and oil & gas company.

Mr. Andrew conducts training and courses related to Safety & Health, Motivational Courses and 5S for local and overseas companies, and lectures for NIOSH student participants and safety & health officers. He was the key speaker at 5th Annual HSE Forum in Oil, Gas and Petrochemicals 2015 and the moderator at COSH 2015.

Mr. Andrew Anthony graduated from European University of Ireland, Dublin, UK with a Bachelor of Business Administration, Majoring in Occupational Safety & Health Management in 2001. His qualifications include being the Lead Auditor in ISO DNV, Ergonomics at Workplace, NIOSH facilitator for training and Confined Entry Space course.

|                 |  |
|-----------------|--|
| 8.30 – 9.00 am  | Registration   |
| 9.00 – 10.30 am | Understanding of OSHA and Legal Requirements                         |
| 10.30 am        | Break  |
| 10.45 – 12.00pm | Roles and Responsibilities of personnel involved in Electrical Works |
| 12.00 – 1.00 pm | Video Show and Case Study  |
| 1.00 – 2.00 pm  | Lunch  |
| 2.00 – 4.00pm   | Hazard Identification for personnel involved in Electrical Works     |
| 4.00 – 4.15pm   | Break  |
| 4.15 – 5.15 pm  | Presentation by groups / Q & A session                               |
|                 | <b>END OF SESSION</b>  |

### **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.

### **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.