MGT

PENGURUSAN TEKNOLOGI (Technomanagement)

NUKLEAR MALAYSIA

Recognition

MGT

PENGURUSAN TEKNOLOGI

TECHNOLOGY MANAGEMENT

Today's world is competitive. Never before has the world of work been so challenging and been so imperative to career that we learn the skills of management. People had so many vast opportunities with so many potential rewards. The organization will compete with other organization for contracts and customers. To survive and thrive, today's management have to think and act strategically. Today's customers are well educated, aware of their options and demanding of excellence. For this reason, management today must think constantly about how to build a capable workforce and manage in a way that delivers the goods and services that provide the best possible value to the costumer. These courses under this sector are designed to help human capital and technological change employ technology in today's business environment and enable to gain the excellent in organisation.

Pengurusan Keselamatan Kakitangan

Personnel Safety Management

MGT
PENGURUSAN TEKNOLOGI
(TechnoManagement)

MGT 103
KURSUS ASAS KAKITANGAN KESELAMATAN
BASIC COURSE FOR SAFETY PERSONNEL

1 HARI
7 CEP Points (Atom Malaysia)

PENGENALAN

Kursus asas kakitangan keselamatan adalah kursus yang memberi pendedahan kepada kakitangan keselamatan dalam meningkatkan lagi kesedaran dan kefahaman berkenaan peranan dan fungsi mereka dalam aspek keselamatan di sesebuah organisasi khususnya di organisasi yang terlibat secara langsung dan tidak langsung dengan penggunaan dan aplikasi sinaran mengion.

- Secara umumnya, selaku seorang kakitangan keselamatan mestilah peka terhadap sebarang keadaan keselamatan, ancaman dan risiko yang mungkin terjadi di tempat mereka bekerja. Tambahan lagi, bagi organisasi yang meletakkan faktor keselamatan paling utama seperti organisasi yang terlibat dengan penggunaan dan aplikasi teknologi sinaran mengion.
- Dari peranan itu, barulah kakitangan keselamatan akan memahami tugas dan tanggungjawab mereka sebenar dan sentiasa bersedia untuk meningkatkan khidmat keselamatan dari masa ke semasa.
- Di peringkat awal ini, kursus asas keselamatan sangatlah penting dalam memberikan pendedahan, kefahaman dan kesedaran berkenaan keselamatan sejajar dengan peranan dan fungsi mereka selaku kakitangan keselamatan.

Peranan dan fungsi kakitangan keselamatan amatlah penting kerana mereka adalah individu pertama yang akan berhadapan dengan sebarang bahaya, sabotaj dan kemalangan yang terlibat di sesebuah premis. Kursus ini secara langsung dapat memberikan pendedahan berkenaan aspek-aspek yang perlu dititikberatkan dalam meningkatkan khidmat keselamatan yang perlu diberikan oleh setiap kakitangan keselamatan.

OBJEKTIF

- Memberi pendedahan berkenaan kawalan keselamatan, pemeriksaan dan pemantauan di premis yang menggunakan peralatan dan aplikasi nuklear
- Memahami sistem keselamatan dan peraturan-peraturan keselamatan berkaitan kawalan keluar masuk, premis dan harta benda
- Mengetahui cara-cara pengendalian laporan keselamatan

KANDUNGAN KURSUS

- Pengenalan kepada keselamatan dan tugas-tugas pengawal keselamatan
- Kawalan keluar masuk dan pemeriksaan keselamatan
- Catatan log, rekod dan laporan keselamatan
- Penggera sistem keselamatan termasuk keselamatan elektronik
- Peraturan-peraturan keselamatan dan undang-undang
- Perancangan kontigensi dan prosedur kecemasan

PESERTA

Pengawal keselamatan, polis bantuan, dan mereka yang terlibat dalam aspek keselamatan di premis yang menggunakan peralatan dan aplikasi nuklear

METODOLOGI

- Boleh dikendalikan dalam dwi bahasa (BahasaMalaysia/Inggeris)
- Ceramah & Teori
- Perbincangan, aktiviti berkumpulan atau *role play*
- Tayangan video, latihan asas dan sesi soal jawab

YURAN

Mod/Tempat	Perseorangan	Berkumpulan
Fizikal (Semenanjung Malaysia)	550.00	500.00
Fizikal (Sabah/ Sarawak)	-	-

PENGENALAN

Penyeliaan keselamatan efektif dan cemerlang merupakan suatu program yang memberi pendedahan mengenai amalan – amalan keselamatan, pemeriksaaan, kendalian dan pemantauan premis khususnya yang terlibat dengan penggunaan sinaran mengion. Sebagai penjawat barisan hadapan, tanggungjawab penyelia keselamatan bukan sahaja terbatas kepada keselamatan premis dan harta benda, Ia merangkumi keselamatan para pekerja yang mungkin terdedah kepada bahaya-bahaya seperti pencerobohan, sabotaj dan anasir-anasir yang tidak diingini.

Di samping itu, kursus ini dapat membantu dalam meningkatkan kemahiran penyelia dan memberi nilai tambah dalam aspek keselamatan yang lebih efektif dan efisyen. Melalui program ini, kesedaran keselamatan akan dapat dipertingkatkan begitu juga dengan kepekaan dan kemahiran pengawal keselamatan dalam aspek kawalan keselamatan. Kursus ini juga dapat membantu petugas keselamatan khususnya penyelia keselamatan dalam memahahi peranan dan sumbangan positif mengawal dan menyelia keselamatan sesebuah organisasi.

OBJEKTIF

- Memberi kesedaran dalam menangani kes-kes yang melibatkan kecemasan, kemalangan dan sabotaj di premis- premis yang menggunakan teknologi sinaran mengion
- Mempelajari tanggungjawab dan asas kepakaran seorang penyelia keselamatan khususnya di kawasan *'vital area'.*
- Mempelajari cara berkomunikasi yang berkesan dan efektif antara penyelia dan kakitangan keselamatan yang lain

KANDUNGAN KURSUS

- Pengenalan kepada keselamatan dan peranan penyelia keselamatan
- Prinsip-prinsip pengurusan dan kepimpinan
- Tinjauan keselamatan dan komunikasi berkesan
- Undang-undang kesihatan dan keselamatan pekerjaaan di premis Prosedur kecemasan dan respon di premis

PESERTA

Pegawai keselamatan agensi kerajaan dan swasta, pengurus, penyelia keselamatan, ketua pengawal dan penguatkuasa yang terlibat secara langsung dan tidak langsung dengan perlaatan dan aplikasi nuclear di premis masing-masing.

METODOLOGI

- Boleh dikendalikan dalam dwi bahasa (Bahasa Malaysia/Inggeris)
- Ceramah & Teori
- Perbincangan, aktiviti berkumpulan atau role play
- Tayangan video, latihan asas dan sesi soal jawab

YURAN

Mod/Tempat	Perseorangan	Berkumpulan
Fizikal (Semenanjung Malaysia)	550.00	500.00
Fizikal (Sabah/ Sarawak)	-	-

Penulisan & Penerbitan
Writing and Publication

MGT
PENGURUSAN
TEKNOLOGI
(Technomanagement)

1 HARI

MGT 106
BENGKEL PENULISAN SAINTIFIK
WORKSHOP ON BASIC SCIENTIFIC WRITING

MGT
PENGURUSAN TEKNOLOGI
(TechnoManagement)

PENGENALAN

Tanggungjawab seorang penyelidik tidak terhenti dengan selesainya kajian di makmal, tetapi tugas mereka perlu dikembangkan dengan menyalurkan keputusan yang didapati kepada masyarakat luar. Bengkel pra seminar ini diadakan bagi memberi peluang para peserta untuk berinteraksi secara lebih dekat dengan penceramah berpengalaman untuk menguasai teknik dan kaedah penulisan saintifik yang berkesan dan bagaimana untuk meningkatkan peluang artikel tersebut diterbitkan.

OBJEKTIF

- Untuk memahami prinsip asas dalam penulisan saintifik
- Untuk mendapatkan kemahiran dalam membangun dan menulis artikel saintifik
- Untuk memberi panduan dalam penyediaan artikel saintifik yang baik
- Untuk mendapatkan tips menerbitkan kertas penerbitan berwasit dan berimpak tinggi.

KANDUNGAN BENGKEL

- Asas-asas penulisan saintifik
- Kepentingan penulisan saintifik
- Bagaimana merangka kertas saintifik
  - *Menyediakan abstrak*
  - *Penulisan pengenalan dan kaedah*
  - *Penyampaian keputusan (teks, jadual dan rajah) yang berkesan*
  - *Menulis perbincangan dan kesimpulan yang efektif*
  - *Menyediakan rujukan*
- Penghantaran kepada jurnal
- Editor: komen dan bagaimana memberikan maklum balas kepada reviewer secara efektif
- Tips menangani komen-komen daripada reviewer
- Tips-tips untuk menulis kertas pernerbitan saintifik yang mendapat perhatian editor

KUMPULAN SASARAN

Penyelidik, pensyarah, penulis dari jabatan kerajaan dan swasta dan sesiapa yang terlibat dalam bidang penyelidikan atau bertugas di institusi penyelidikan.

YURAN

Mod/Tempat	Perseorangan	Berkumpulan
Fizikal (Semenanjung Malaysia)	550.00	500.00
Fizikal (Sabah/ Sarawak)	-	-

MGT
PENGURUSAN TEKNOLOGI
(TechnoManagement)

MGT 107
BENGKEL PENERBITAN BUKU
WORKSHOP ON BOOK PUBLICATION

2 HARI

PENDAHULUAN

Malaysia masih kekurangan bahan rujukan hasil kepakaran dan inovasi penyelidik tempatan sedangkan negara mempunyai sejumlah besar penyelidik yang menghasilkan pelbagai penyelidikan. Justeru, kepakaran dan ilmu pengetahuan yang ada seharusnya ditulis dan diterbitkan dalam pelbagai bentuk untuk melestarikan ilmu pengetahuan dan kepakaran yang ada serta untuk rujukan generasi pelapis, institusi penyelidikan tinggi, para penyelidik dan orang awam.

OBJEKTIF

- Memupuk kesedaran penyelidik akan kepentingan menulis dan menerbitkan bahan ilmiah sama ada untuk rujukan penyelidikan dan pengajian tinggi atau untuk bacaan umum
- Memberi latihan dan panduan penerbitan/penulisan ilmiah/ saintifik daripada penyelidikan
- Meningkatkan bahan penerbitan ilmiah tempatan

OBJEKTIF PEMBELAJARAN

- Memantapkan kemahiran penulisan penyelidik dan mempelbagaikan teknik penulisan mengikut golongan sasar.
- Mendedahkan dan melatih penyelidik mengenai pelbagai aspek penerbitan termasuk teknik penerbitan, peluang-peluang penerbitan serta mendapatkan penerbit yang baik.
- Memantapkan kemahiran para penyelidik mengenai teknik penulisan serta pengetahuan untuk penerbitan
- Mencambahkan minat dan menyuburkan budaya penulisan dalam kalangan penyelidik.

KANDUNGAN KURSUS

- Jenis-jenis penulisan
- Pemilihan tajuk dan pembahagian bab
- Teknik penulisan berkesan
- Reka letak, pemilihan gambar dan penggunaan carta/jadual
- Penyuntingan naskhah
- Teknik Penulisan Jurnal
- Menerbitkan buku dari tesis
- Etika dan perundangan dalam penerbitan

KUMPULAN SASARAN

Penyelidik, pensyarah, penyunting, penulis, pegawai penerbitan, penerangan, perhubungan awam atau komunikasi korporat dari jabatan kerajaan dan swasta dan sesiapa yang terlibat dalam bidang penyelidikan atau bertugas di institusi penyelidikan.

YURAN

Mod/Tempat	Perseorangan	Berkumpulan
Fizikal (Semenanjung Malaysia)	650.00	600.00
Fizikal (Sabah/ Sarawak)	-	-

3 DAYS

MGT 302

WORKSHOP ON SCIENTIFIC WRITING SKILL

BENGKEL PENULISAN KARYA SAINTIFIK

MGT
PENGURUSAN TEKNOLOGI
(TechnoManagement)

INTRODUCTION

Writing is an effective way to communicate the results of a research, fieldwork, services, consultation works and other activities. It is for a flow of information and dissemination of knowledge with certain purpose. Writing is a part of research activities and constitutes an essential part of the methodology. Good writing is important in order to deliver the information accurately and concisely that could be well understood by the readers. In general, writing serves as a flow of information to communicate the message to the right person through the effective media. Scientific writing is a critical part of any researcher's life. In science, writing is the most important means in communicating research findings. In most cases, scientists report the results of their research activities in scientific journals in a rather standards scientific paper format.

This course is designed to provide tools, resources and approaches to improve ability to write in a scientifically precise and accurate manner and to interrelate complex conceptual issues in a coherent manner. Participant in this course will be expected to be motivated and willing to improve their written skills.

COURSE OBJECTIVES

- To provide guidance and support with goal of producing highly qualified and independent with ethical standard
- To gain skills needed to develop and write scientific publication
- To encourage and support in preparing good scientific proposal and articles

COURSE CONTENTS

- General strategies in writing
- Scientific paper and report
- Formatting
  - *Referencing*
  - *Captions*
  - *Tables*
  - *Writing number*
  - *Unit of measurements*
  - *Bibliography*
- Writing abstract
- Language and sentence structure
- Writing paragraphs and extended arguments
- Writing successful scientific proposal and articles

WHO SHOULD ATTEND

Researcher, lecturer, senior executive, manager, supervisor and those who involved and interested in scientific writing skills

METHODOLOGY

- Lecture
- Demonstration
- Discussion/role play/coaching

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	850.00	800.00
Physical (Sabah/ Sarawak)	-	-

MGT
PENGURUSAN
TEKNOLOGI
(TechnoManagement)

MGT 303

3 HARI

BENGKEL KEMAHIRAN PENYUNTINGAN ARTIKEL SAINTIFIK

WORKSHOP ON SCIENTIFIC ARTICLE EDITING SKILL

PENGENALAN

Sesuatu karya dalam bentuk dokumen, laporan atau artikel merupakan hasil penulisan dan penyuntingan yang hendak disampaikan kepada khalayak pembaca dalam bentuk khusus, formatik dan senang difahami. Oleh itu, kemahiran menulis dan menyunting diperlukan supaya karya yang dihasilkan adalah jelas, tepat dan menarik. Hasil karya yang baik, bukan sahaja dapat menggamit khalayak malah meningkatkan citra organisasi dan penulis sendiri. Penyunting menjadi penghubung di antara penulis dengan pembaca. Kerja-kerja penyuntingan yang dilakukan merupakan komponen penting dalam penerbitan bagi memudahkan penulis menyampaikan idea sehingga dapat difahami pembaca. Tugas penyunting memerlukan pengetahuan dan kemahiran khusus di samping penguasaan aspek teknikal dalam penyuntingan.

Kerja-kerja penyuntingan dan ruang lingkupnya banyak dipelajari melalui pematangan kerja dalam sesebuah organisasi penerbitan. Dengan itu, kecekapan kerja dapat diperoleh menerusi latihan dalaman atau pengalaman kerja seharian akan memudahkan tugas-tugas penyunting di samping meningkatkan kecekapan tugas penyuntingan. Oleh itu, masa yang diambil untuk melahirkan seorang penyunting agak lama. Sementara memupuk kepakaran dan kecekapan untuk menjalankan kerjanya dengan berkesan, banyak kelemahan yang dilakukan sehingga menjejaskan komunikasi pengarang-pembaca dan menjejaskan keuntungan syarikat.

Bengkel ini diadakan untuk melatih para peserta secara teori dan amali tentang aspek penyuntingan dalam penerbitan, khususnya dalam penerbitan artikel. Pada akhir bengkel, para peserta diharap dalam memperoleh pengetahuan dan kepakaran yang diperlukan bagi memudahkan tugas- tugas penyunting.

PESERTA

Penyunting, penulis, pensyarah, pegawai penerbitan dan perhubungan awam atau komunikasi korporat dari jabatan kerajaan dan swasta dan sesiapa yang terlibat dalam kerja-kerja penerbitan.

OBJEKTIF BENGKEL

- Memberi penjelasan tentang tugas dan tanggungjawab penyunting.
- Membantu peserta membuat keputusan berhubung penggunaan bahasa dengan tujuan merapatkan jurang idea.
- Membekalkan peserta dengan idea-idea dan pemikiran baru dalam pemantapan profesionalisme mereka.
- Memberi kefahaman tentang peranan dan aspek penyuntingan sama ada karya asli mahupun karya terjemahan
- Memantapkan penguasaan dan mempraktikkan symbol penyuntingan standard serta dapat mempelajari Teknik penyuntingan rajah, jadual, dan ilustrasi.

KANDUNGAN BENGKEL

- Mengenali bahan-bahan penerbitan
- Tugas-tugas penyunting
- Proses penyuntingan dalam penerbitan
- Penandaan artikel dalam penyuntingan
- Penyuntingan artikel
  - *Bahagian awalan*
  - *Bahagian teks*
  - *Bahagian akhiran*
- Penghasilan model artikel dan perbincangan
- Penyuntingan dan pemasaran artikel
- Penyuntingan dan undang-undang

PENDEKATAN

Syarahan, perbincangan/simulasi dan latihan kes

YURAN

Mod/Tempat	Perseorangan	Berkumpulan
Fizikal (Semenanjung Malaysia)	850.00	800.00
Fizikal (Sabah/ Sarawak)	-	-

Pengurusan & Penyelidikan
Management and Research

MGT
PENGURUSAN
TEKNOLOGI
(Technomanagement)

MGT
PENGURUSAN
TEKNOLOGI
(TechnoManagement)

MGT 300

3 DAYS

RESEARCH & DEVELOPMENT MANAGEMENT

PENGURUSAN PENYELIDIKAN & PEMBANGUNAN

INTRODUCTION

Certainly, familiarising the R&D personnel with basic concepts, practices and principles of business management will be useful. Thus the R&D personnel need to familiar with the management basic, and fine- tune their management skills and understand market needs in order to make the knowledge or results produced by them saleable.

R&D Management deals with the management of R&D, such as identification of R&D needs, resources such as man, machine, funding, methodology, procedures and R&D priority.

Hence, this programme will emphasise on R&D management aspects from human resource issues, communication, organisational culture to budget and leadership skill to improve the efficiency and the effectiveness of R&D.

COURSE OBJECTIVES

- To have an idea and understanding of the managerial challenges present in research and development environment
- To develop leadership and R&D management skill to enhance the performance of individual as well as team
- To familiarize with the management of resources for a smooth implementation of R&D

COURSE CONTENTS

- Overview of R&D Management
- Financial management
- Human resource management
- Knowledge management in R&D organisations
- R&D planning
- Project management
- Research methodology
- Organisational development
- Leadership and team building
- Motivation and job satisfaction
- Technology transfer issues
- Commercialisation

WHO SHOULD ATTEND

Manager from public and private sector of R&D organisations, industrial, commercial, academic, scientist, engineer, technologist, senior and middle level executive from public and industrial R&D units, techno- entrepreneurs and R&D consultant and R&D supervisor.

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	1150.00	1100.00
Physical (Sabah/ Sarawak)	-	-

3 DAYS

MGT 301
RESEARCH METHODOLOGY
METODOLOGI PENYELIDIKAN

MGT PENGURUSAN TEKNOLOGI (TechnoManagement)

INTRODUCTION

Research is often describe as systematic process of inquiry aimed at discovering, interpreting and revising facts. Research is the term applied to any form of systematic and organised investigation to establish facts or collect information, and is usually related to a problem that needs to be solved. The core concept underlying all research is its methodology. It is not enough to follow the research procedures without an intimate understanding that research methodology directs the whole endeavor where critical decisions are made and where organising, planning and directing the whole project take place. The methodology controls the study, dictates the acquisition of the data, arranges them in logical relationships, set up a means of refining the raw data, contrives an approach so that the meanings that lie below the surface of those data become manifest, and finally issues a conclusion or series of conclusions that lead to an expansion of knowledge. The entire process is a unified effort as well as an appreciation of its component parts.

This course is intended to present the concepts and principles of research and to advise how to set out, implement and complete a research project.

COURSE OBJECTIVES

- To provide guidance and integrate ideas towards excellence research
- To familiarise with the important research terms and concepts
- To assist participant in writing good report and produce research piece/work

COURSE CONTENTS

- Overview on research methodology
- Research process and design
- Planning and research strategies
- Research objectives and hypotesis
- Methodology of sampling
- Instrumentation and procedure of collecting data
- Procedure of data analysing
- Research ethics and good conducts
- Research budget and resources
- Performance evaluation in measuring success
- Reporting and writing

METHODOLOGY

Lecture, Demonstration, Discussion/role play

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	1150.00	1100.00
Physical (Sabah/ Sarawak)	-	-

Pengurusan Keselamatan Sinaran

Radiation Safety Management

1 DAYS CEP Points (Atom Malaysia)

MGT 108

RADIATION SAFETY AUDIT PREPARATION COURSE

KURSUS PERSEDIAAN AUDIT KESELAMATAN SINARAN

MGT PENGURUSAN TEKNOLOGI (TechnoManagement)

INTRODUCTION

Ensuring compliance with radiation safety regulations is vital for organizations that handle radioactive materials or radiation-emitting devices. This course is designed to provide participants with a comprehensive understanding of the regulator audit process, focusing on the key elements that contribute to a successful audit outcome.

Participants will be guided through the essential components of radiation safety management, from documentation and personal monitoring to emergency preparedness and safety culture. The course emphasizes practical knowledge and real-world applications to help participants build confidence and readiness for the audit.

OBJECTIVES

- To understand the key requirements and expectations of the regulator radiation safety audit process.
- To assess the organization compliance through review of documentation, monitoring practices, and safety programs.
- To prepare and organize audit-ready documentation effectively through hands-on mock audit practice.

OUTLINE

- Licensing and regulatory documentation review
- Audit requirements under the radiation protection program (rpp)
- Compliance in personal and workplace monitoring
- Emergency preparedness and incident response
- Promoting safety and security culture

METHODOLOGY

Participative lecture, exercise, discussion, hands-on practical sessions

WHO SHOULD ATTEND

Radiation protection officer (RPO), radiation protection supervisor (RPS), OBTL, Safety & Health Officer (SHO), Auditor, Auditee and those who are involved and interested in radiation safety

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	550.00	500.00
Physical (Sabah/ Sarawak)	-	-

3 DAYS 15 CEP Points (Atom Malaysia)

MGT 310

WORKSHOP ON TRAIN THE TRAINER FOR RADIATION PROTECTION OFFICER

BENGKEL MELATIH JURULATIH PEGAWAI PERLINDUNGAN SINARAN

MGT PENGURUSAN TEKNOLOGI (TechnoManagement)

INTRODUCTION

The ability to communicate effectively to a group of people as well as presentation skill is essential to a trainer. This workshop is designed with the emphasis on the training techniques and practising the presentation skills to enhance current trainer skills and help develop their full potential which lead to the effective, lively spoken communication as well as an enjoyable learning and teaching. Likewise, the role of the RPO is important in prudently deliver the message while dealing with ionising radiations in confirming arrangements are in place to manage radiation risks, ensuring work is carried out safely and in compliance with regulations so that employees and the public are protected from harmful effects.

OBJECTIVES

- To enable participants to communicate effectively
- To master the presentation techniques, effective learning and teaching
- To enhance skills & ability of RPO in delivering information effectively to all relevant parties

OUTLINE

This workshop is aimed for the trainer or facilitator to enhance the knowledge in training methodology. It covers wide spectrum of training methodology including tips for effective trainer, preparation of audio- visual aid, communication and presentation. The computer aided presentation will also be discussed in this workshop. The programme is both participative and practical. There is intensive tutor support enabling participants to realize and quickly build confidence in their teaching and coaching abilities. Role- play and video recording are used to provide constructing feedback.

CONTENTS

- Trainer's role
- Duties and Responsibilities of RPO
- Communication and Presentation skills
- Language skill
- The Audio Visual aids and Training Supports Systems
- Training Plan / Schedule
- Overview of radiation safety
- Overview on Act/Regulation & standard – Act 304
- Radiation Detection and Measurement
- Handling Radiation Protection Equipment
- Radiation Protection Programme
- Radiological Emergency Plan and Procedures
- Radiation Protection Compliance and Audit
- Assessment as Trainer at the end of the course

METHODOLOGY

Participative lecture, demonstration, exercise, discussion & presentation

WHO SHOULD ATTEND

OBTL, RPO, Trainer, facilitator, demonstrator, training manager, instructor, supervisor and those who wish to be an effective trainer, communicator and presenter. For those who also wish to master the skill of being a trainer will find this workshop very useful too.

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	1240.00	1200.00
Physical (Sabah/ Sarawak)	-	-

MGT PENGURUSAN TEKNOLOGI (TechnoManagement)

MGT 311

15 CEP Points (Atom Malaysia) 3 DAYS

RADIATION SAFETY MANAGEMENT AUDIT

AUDIT PENGURUSAN KESELAMATAN SINARAN

INTRODUCTION

Radiation Safety Audits are an important tool for maintaining a good radiation safety program. NCRP Report No.127 (Operational Radiation Safety Program) defines audit as a deliberate examination of the program to determine if the program is effective. The audit is an integral part of any quality assurance effort and is known as useful mechanism for program evaluation and improvement and can be instrumental in correcting problems, communicating strengths and weaknesses to management and involving the Radiation Safety Committee in the program operation.

Effective audits can and should be done regardless of the size of the program. They need not be costly and, if organized properly, can be performed with a minimal time commitment. The remainder of this course will cover some successful audit tips.

COURSE OBJECTIVES

- To provide detail knowledge and understanding on requirement of radiation safety audit.
- To provide fundamental skills in managing radiation safety audit.
- To motivate all members to fulfill requirement for effective Radiation safety in their workplace.
- To help promote performance based radiation safety culture between employer and employees.

COURSE CONTENTS

- Overview of radiation safety
  - *Basic on ionising radiation*
  - *Biological effects*
  - *Principle of radiation protection*
  - *Radiological monitoring*
  - *RPOP*
- Radiation safety - lesson learned
- Overview on Act/Regulation & standard - Act 304 and Act 514
- Requirements of Radiation Safety Management Audit
- Audit: Fundamental and Competency of auditor
- Steps in audit
- Preparation of checklist
- Non-conformance writing
- Preparation of audit report
- A short assessment will be held at the end of session

WHO SHOULD ATTEND

Radiation protection officer (RPO), radiation protection supervisor (RPS), safety officer, radiation worker, radiologist, x-ray operator, supervisor, technologist, technicians, laboratory assistant and those who are involved and interested in radiation safety management audit.

METHODOLOGY

- Lecture
- Demonstration
- Discussion/role play
- Case study/audit simulation

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	1240.00	1200.00
Physical (Sabah/ Sarawak)	1380.00	1330.00

3 DAYS 15 CEP Points (Atom Malaysia)

MGT 312

INTEGRATED RADIATION SAFETY MANAGEMENT SYSTEM

SISTEM INTEGRASI PENGURUSAN KESELAMATAN SINARAN

MGT PENGURUSAN TEKNOLOGI (TechnoManagement)

INTRODUCTION

Radiation safety is the most important for the radiation practitioner when carrying out activities with the ionising radiation. Radiological accidents are preventable through attention to hazards and appropriate action by each individual and the responsible organisation making it a manageable event. Managers and supervisors are responsible to ensure that an adequate system is in place to conduct work safely. For each work activity, an identifiable line management chain is ultimately responsible.

In realising the need, Nuclear Malaysia has initiated a course on Integrated Radiation Safety Management System (IRSMS). It is aimed to highlight the integration of international standard (IAEA) and AELB national's standard and requirements into the OSH management. Through this integration, it is able to manage a variety of hazards on environmental, safety and health and by promoting safe behavior at all levels of workers. The IRSMS is made up of 5 components essential for proper work management.

The course is aimed to provide the basis of integration into OSH management to ensure adequate protection of workers, the public and the environment and encourage licensee to manage radiation safety based on performance, and not on compliance culture, with the final objective of professing a safety culture through self regulation. There is a significant improvement observed in the IRSMS as compared to the current Radiation Protection Program, and this will certainly benefit an organisation with ultimate goals to continuously strive for a healthy, accident free and environmentally sound workplace and community, while providing the technical support needed to meet the national mission.

To facilitate the adoption and implementation of IRSMS, Nuclear Malaysia will conduct a three (3)days course that provides vital information and guidelines for radiation practitioners to plan and implement IRSM in their respective organisations.

COURSE OBJECTIVES

- To provide a detailed knowledge and understanding on Integrated Radiation Safety Management System (IRSMS) among safety practitioners.
- To provide the following skills to safety practitioners in the assessment and implementation of the IRSM:
  - *Managing radiation risk and accidents*
  - *Integrating radiation safety with other OSH management system*
- To motivate and promote principles and methods related to continual improvement in radiation safety performance.

COURSE CONTENTS

- Radiation Safety Management System Requirement
- AELB (Act 304) & OHSA (Act 514)
- Organisation and policy
- Planning and implementation:
  - *Radiological risk management system*
  - Developing radiological safe work system and protocols
  - *Emergency management system*
  - *Accident notification, investigation and reporting*
- Evaluation
  - *Performance measurement and audit*
- Getting started
  - *Gap analysis*
  - *Documentation*
  - *Implementation guide line*

METHODOLOGY

Lecture, discussion/simulation and case study.

WHO SHOULD ATTEND

Licensee, OBTL, RPO, RPS, OSH Practitioner, consultant and those who involved and interested in IRSMS.

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	1300.00	1250.00
Physical(Sabah / Sarawak)	1460.00	1410.00

MGT
PENGURUSAN
TEKNOLOGI
(TechnoManagement)

MGT 314

LEADERSHIP AND MANAGEMENT IN RADIATION SAFETY

KEPIMPINAN DAN PENGURUSAN DALAM KESELAMATAN SINARAN

13 CEP Points (Atom Malaysia) **3 DAYS**

INTRODUCTION

Leadership and Management are important to drive the organisation in a right track and perspective to ensure targeted output is achieved. Therefore, to be equipped with the best practice, each organisation should have a strong leadership and management capability that serve as a pillar for the company to move forward.

'Leadership' is the use of an individual's capabilities and competences to give direction to individuals and groups and to influence their commitment to achieving the fundamental safety objective and to applying the fundamental safety principles, by means of shared goals, values and behaviour. 'Management' is a formal, authorized function for ensuring that an organization operates efficiently and that work is completed in accordance with requirements, plans and resources. Managers at all levels need to be leaders for safety

This 3-day course aims to assist all participants to understand the key issues in an effective governance in leadership ang management. As such, the course will integrate all elements of management to optimize all the resources to promote a strong safety culture, recognizing the interactions between individuals, expertise, technology and facilities and stakeholders.

COURSE OBJECTIVES

- To understand the roles of leadership in safety
- To give exposure of leadership and management in nuclear and radiation industry
- To update on the current development and issues in nuclear and radiation industry
- To strengthen knowledge on the importance of having safety management in an organization

METHODOLOGY

Lecture, Discussion, Case Study and Presentation

COURSE CONTENTS

- Principles of Leadership and Management
- IAEA Safety Standard
- Radiation Protection Program
- Responsibility for Safety
- Leadership for Safety
- Management for Safety
- Organisational Culture for Safety
- Assessment and Improvement
- Regulatory Oversight and Reference
- Internal and External Communications

WHO SHOULD ATTEND

Radiation Protection Advisor (RPA), OBTL, Radiation Protection for Officer (RPO), Radiation Protection Supervisor (RPS), Radiation Protection Consultant (RPC), SHO Officer, Manager, Executive level, HRD, Supervisor, Academician and those who involved in management of radiation safety and nuclear industry.

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	1100.00	1050.00
Physical (Sabah/ Sarawak)	-	-

2 DAYS **10 CEP Points** (Atom Malaysia)

MGT 315

RISK MANAGEMENT IN RADIATION SAFETY

PENGURUSAN RISIKO BAGI KESELAMATAN SINARAN

MGT PENGURUSAN TEKNOLOGI (TechnoManagement)

INTRODUCTION

Risk management is ultimate practice in any field works. Therefore its awareness is a must especially in work related with radiation safety. As we know, risks can come from various sources. Therefore, we are responsible to identify new type of a risk that has a 100% probability of occurring by implementing Risk Management in workplace.

OBJECTIVES

- To understand the need of risk management
- To manage the risk on radiation safety
- To develop risk assessment

OUTLINE

This course is focus to expose the participants with identification, evaluation, and prioritization of risks especially in Radiation Safety in minimizing potential risk in workplace

The course is both participative and practical. Participants will observe the risk throughout the course and will develop risk register at the end of the course to be used as guidance in their workplace.

CONTENTS

- Radiation Safety & Security
- The Principle of Risk Management
- Risk Management of Radiation Safety & Security
- Radiological Accidents
- Ergonomic Aspects in Risk Management
- Risk Assessment
- Risk Register

METHODOLOGY

Participative lecture, case study, exercise, discussion, presentation & visit

WHO SHOULD ATTEND

RPO, Radiation workers, OBTL, Executives working in radiation field and anyone who want to establish risk analysis.

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	980.00	930.00
Physical (Sabah/ Sarawak)	-	-

MGT
PENGURUSAN
TEKNOLOGI
(TechnoManagement)

MGT 316

8 CEP Points (Atom Malaysia) **2 HARI**

RADIATION SAFETY PROGRAMME: AUDITS & INSPECTIONS

PROGRAM KESELAMATAN SINARAN: AUDIT & PEMERIKSAAN

INTRODUCTION

As we know, Radiation Safety Programme is a comprehensive programme designed to ensure the safety and well being of the community and a healthy and safe environment in each organization. All matters regarding the programme are managed through Radiation Protection Officer (RPO). The RPO prepares an annual audit of the Radiation Protection Supervisor (RPS) activities as required by the regulatory body. In accordance with regulatory requirements, RPO must ensure that all radiation program audits are performed according to procedures established by regulatory body. Any noncompliance issues found during the audit must be corrected and documented. The RPO must review any corrective actions taken to ensure the safety and wellbeing of the community who deal in Radiation for a healthy and safe working environment.

OBJECTIVES

- To provide knowledge and exposure on the importance of audits & inspections in the field of radiation safety.
- To describe the processes, methods and tools involved in the audits & inspections process.
- To explain the method of reporting the findings of audits & inspections.

OUTLINE

This course will make participants aware of the important issues involved in radiation protection and safety such as Radiation Protection Program, radiation source inventory, job security analysis, record keeping and related acts. It also help participants understand the processes involved in the audits & inspections and the appropriate methods and tools used to conduct the audits & inspections leads to the correct way to report audits & inspections findings.

METHODOLOGY

- Participative lecture
- Case study
- Exercise
- Discussion
- Demonstration
- Visit

CONTENTS

- Overview of Radiation Protection Programme
- Occupational Protection & Safety of Radiation Sources
- Inventory of radiation sources
- Job Safety Analysis
- Record Keeping
- Introduction of Radiation Safety Audit & Inspection
- Occupational Safety & Health Act (Act 514)
- Atomic Energy Licensing Act (Act 304) and its Regulations
- Qualification and Training of Audits & Inspections Personnel
- Preparation for Radiation Safety Audits & Inspections
- Radiation Safety Audits & Inspections Methods and Tools
- Reporting The Audits & Inspections Findings

WHO SHOULD ATTEND

Radiation protection officer (RPO), radiation protection supervisor (RPS), safety officer, radiation worker, radiologist, x-ray operator, supervisor, technologist, technicians, laboratory assistant and those who are involved and interested in radiation safety management audits & inspections.

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	980.00	930.00
Physical (Sabah/ Sarawak)	-	-

2 DAYS 9 CEP Points (Atom Malaysia)

MGT 317

HAZARDS MANAGEMENT IN RADIATION SAFETY

PENGURUSAN BAHAYA BAGI KESELAMATAN SINARAN

MGT PENGURUSAN TEKNOLOGI (TechnoManagement)

INTRODUCTION

Every day we are exposed to hazards and risks. Hazards exist in every workplace Worker involvement is a key part of the legislation, as workers who do the work are usually aware of the risks and hazards and have ideas on ways of controlling them. Workers are also responsible for themselves, and to ensure their work does not become a risk or hazard to them or any other person. The important thing is that these hazards are identified and mitigated, in order to minimize the probability of an accident or injury occurring. By identifying the hazards, assessing the risks involved and then controlling or eliminating these risks, the consequences and/or likelihood of illness, injury and death are reduced.

COURSE OBJECTIVES

- To identify, prevent and control hazard in workplace
- To assess the risks that may result from hazards.
- To determine control measures to eliminate or minimise the hazards
- To monitor and review the effectiveness of control measures.

COURSE CONTENTS

- Occupational Safety & Health Practices
- Overview in Radiation Protection
- Safety working Procedures
- Hazards in work place
- Identifying and reporting hazards
- Managing, Preventing and Control hazards
- Hazard monitoring
- Documentation and Maintenance
- Hazard Identification, Risk Assessment and Risk Control (HIRARC)

METHODOLOGY

Participative lecture, case study, exercise, discussion, presentation & visit.

WHO SHOULD ATTEND

Safety & Health Officer (SHO), Radiation Protection Officer (RPO), Radiation Protection Supervisor (RPS), Radiation workers, OBTL, Executives working in radiation field and anyone who want to understand deeply on hazard management

YOUR INVESTMENT

Mode/Venue	Single	Team
Online	930.00	880.00
Physical (Peninsular Malaysia)	980.00	930.00
Physical (Sabah/ Sarawak)	-	-

MGT
PENGURUSAN
TEKNOLOGI
(TechnoManagement)

MGT 319

12 CEP Points (Atom Malaysia) 3 DAYS

MANAGEMENT AND PRACTICAL GUIDE TO ESPP FOR LICENSEES

PENGURUSAN DAN PANDUAN PRAKTIKAL SISTEM ESPP KEPADA PEMEGANG LESEN

INTRODUCTION

License holders play a very important role in radiation protection management, as they are responsible for ensuring that the use of radioactive materials or radiation-emitting equipment is carried out safely and in compliance with the established regulations.

This course is designed to provide participants with a comprehensive understanding and practical skills necessary for managing radiation safety and ensuring regulatory compliance within their organizations. Participants will gain in-depth knowledge of the eSPP Online System, licensing requirements, radiation protection principles, and emergency preparedness. Through a combination of theoretical and hands-on sessions, the course also covers radiation source management, personal dose record analysis, and effective implementation of radiation protection programs.
today.

OBJECTIVES

- To equip participants with the knowledge and skills to effectively utilize the eSPP system
- To enable participant to interpret and analyse dose records
- To implement the compliance of the license efficaciously based on guidance from eSPP

COURSE OUTLINE

- eSPP – Online system
- Understanding your company license
- Requirements and responsibilities of radiation workers
- Handling radiation apparatus and radioactive sources
- Radiation detectors and instruments
- Data interpretation of personal dose record
- Work area reclassification
- Tools & protocol for emergency preparedness
- Radiation protection, radiological emergency, and security plans
- Notification requirements and regulatory permissions
- Audits and feedback for inspection and compliance

METHODOLOGY

Participative lecture, case study, exercise, discussion

WHO SHOULD ATTEND

Radiation protection officer (RPO), radiation protection supervisor (RPS), OBTL, Safety & Health Officer (SHO), and those who are involved and interested in radiation safety

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	1240.00	1200.00
Physical (Sabah/ Sarawak)	-	-

MGT
PENGURUSAN TEKNOLOGI
(TechnoManagement)

MGT 321

15 CEP Points (Atom Malaysia) 3 DAYS

NUCLEAR COMMUNICATIONS FOR RADIATION PROTECTION OFFICER
KOMUNIKASI NUKLEAR UNTUK PEGAWAI PERLINDUNGAN SINARAN

INTRODUCTION

Nuclear communications are a specialized field that provides communicators the knowledge on how poorly managed communications contribute to lower level of safety and to an antagonistic environment in which nuclear professionals lose their most important resource in the trust of their constituents, including political authorities and the public. Communicators will be able to use a variety of specialized media, including various forms of writing, speaking to the public, media relations, publishing and community relations. The training course also aimed to facilitate collaboration and cooperation between the various government agencies tasked to respond in case a nuclear or radiological emergency in the country especially to communicators who have interested in certain area of nuclear communications and need to acquire additional information in this area of studies.

OBJECTIVES

- To understand why public communication is important.
- To describe the range of public communication and information activities on nuclear safety.
- To deal with the public, media and community relations.

COURSE OUTLINE

- Basic Radiation
- Nuclear/Radiological Incidents
- Nuclear Safety Culture
- Risk Communication
- Building A Public Communication Program
- Conducting Press Conferences
- Choosing and Training Agency Spokespersons
- Handling Interviews
- Writing Press Releases

METHODOLOGY

Participative lecture, case study, exercise, discussion

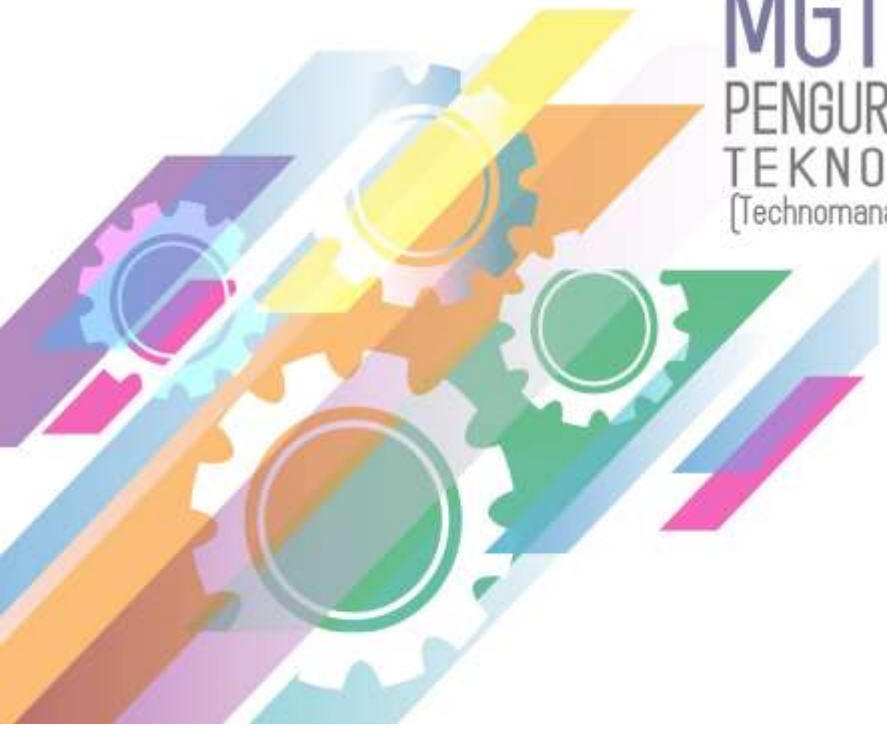
WHO SHOULD ATTEND

University students, lecturers, nuclear operators, regulator, radiation safety officers, radiation protection officers from the operating organization, regulatory body, academia, research institute.

YOUR INVESTMENT

Mode/Venue	Single	Team
Physical (Peninsular Malaysia)	1540.00	1460.00
Physical (Sabah/ Sarawak)	-	-

Acara Tahunan
Annual Event



MGT
PENGURUSAN TEKNOLOGI
(Technomanagement)

SEMINAR PENULISAN & PENERBITAN SAINTIFIK

PENGENALAN

Penganjuran Seminar Penulisan dan Penerbitan Saintifik bagi memantapkan lagi karya saintifik para karyawan di samping membina profesionalisme dalam bidang penulisan dan penerbitan sainfitik. Selain itu, ianya sejajar dengan cita-cita dan hasrat kita untuk melihat penghasilan penerbitan saintifik di Malaysia terus maju dengan karya yang asli, berintegriti dan berkualiti

Penulisan dan penerbitan saintifik adalah kunci dalam pembentukan dan penyebaran ilmu pengetahuan kerana ia adalah nadi kepada sistem pendidikan dan pembentukan budaya bangsa. Kemajuan sesebuah negara dan masyarakat biasanya dilandasi khazanah penulisan dan penerbitan yang kukuh. Sejarah kebudayaan dan tamadun manusia membuktikan bahawa tanpa penulisan dan penerbitan yang aktif, kemajuan masyarakatnya tidak akan berkekalan.

Di dalam era globalisasi ini, dunia penulisan dan penerbitan saintifik berhadapan dengan pelbagai cabaran untuk memenuhi kehendak profesional dan orientasi perniagaan. Lambakan penerbitan bukan saintiifk seperti penerbitan hiburan dan fiksyen memberi saingan hebat mengakibatkan pasaran penulisan dan penerbitan saintifik terjejas.

Penulisan dan penerbitan saintifik perlu diperkasa dan dipersembah dalam gaya yang menarik untuk menarik minat membaca dalam kalangan masyarakat. Budaya membaca Ini akan melahirkan masyarakat yang mempunyai minda kelas pertama.

SKOP

Pembentangan ucap tema, ucap utama dan kertas kerja akan dibentangkan oleh penceramah tempatan merangkumi topik di bawah:

- Cabaran penulisan dan penerbitan saintifik
- Hak cipta penerbitan saintifik
- Keselamatan maklumat
- Pengurusan editorial
- Masa depan penulisan dan penerbitan saintifik
- Aspek bahasa dan gaya penulisan
- Penulisan dan penerbitan elektronik
- Undang-undang dalam penulisan dan akta penerbitan
- Pemasaran penulisan dan penerbitan saintifik
- Pindahan manuskrip daripada hasil penyelidikan
- Terjahan Ledakan Maklumat dan Komunikasi

OBJEKTIF

- Membina profesionalisme dalam bidang penulisan dan penerbitan saintifik
- Mendedahkan peserta kepada dunia penulisan dan penerbitan bagi meningkatkan mutu dan produktiviti
- Menambah nilai kepada penulisan dan penerbitan saintifik
- Mendapat praktis terbaik daripada organisasi dan badan yang terlibat dalam penerbitan saintifik

BENGKEL PENULISAN SAINTIFIK

PENGENALAN

Tanggungjawab seorang penyelidik tidak terhenti dengan berakhirnya kajian di makmal, tetapi tugas mereka perlu dikembangkan dengan menyalurkan hasil kajian tersebut kepada masyarakat luar. Bengkel post-seminar ini diadakan bagi memberi peluang kepada para peserta untuk berinteraksi secara lebih dekat dengan penceramah berpengalaman untuk menguasai teknik dan kaedah penulisan saintifik yang berkesan dan mendapatkan panduan untuk meningkatkan peluang artikel tersebut diterbitkan. Penganjuran bengkel ini adalah kesinambungan daripada Seminar Penulisan dan Penerbitan Saintifik yang diadakan sebelum bengkel.

OBJEKTIF

- Untuk memahami prinsip asas dalam penulisan saintifik
- Untuk menimba kemahiran dalam penyediaan artikel saintifik yang baik
- Untuk memberikan panduan dalam menerbitkan kertas penerbitan berwasit dan berimpak tinggi.
- Untuk pendedahan terhadap proses memenangi dana/geran penyelidikan

KANDUNGAN BENGKEL

Bengkel selama satu hari ini adalah untuk melatih kemahiran penulisan artikel saintifik. Peserta akan mendapat pendedahan dan panduan penulisan karya yang menarik minat membaca. Peserta juga akan diberikan panduan kemahiran penulisan karya yang sesuai mengikut khalayak pembaca.

Selain kemahiran penulisan karya, penulisan bagi kertas cadangan untuk penyelidikan, permohonan geran dan dana juga penting selain memerlukan kemahiran penulisan yang baik dan berkesan agar membolehkan peluang penerimaan lebih tinggi. Peserta digalakkan untuk membawa bahan dan karya semasa bengkel agar dapat menerima maklum balas secara langsung daripada penceramah.

PESERTA

Terbuka kepada karyawan dari sektor awam, badan berkanun dan swasta yang terlibat dalam bidang penulisan dan penerbitan karya khususnya penyelidik, pensyarah, pegawai penerbitan, pustakawan, dan mereka yang terlibat secara langsung atau tidak langsung dalam bidang penulisan dan penerbitan serta orang awam.

YURAN

Pakej	RM
Perseorangan	850.00
Berkumpulan	800.00

MGT 400

QUALITY MANAGEMENT SYMPOSIUM FOR SUSTAINABILITY

SIMPOSIUM PENGURUSAN KUALITI UNTUK KELESTARIAN

PREAMBLE

The Symposium on Quality Management (SQM) stands as Malaysia's premier platform for advancing excellence in Quality Management. This event showcases transformative strategies adopted by leading organizations worldwide, emphasizing the role of quality as a cornerstone for achieving sustainability and resilience in a rapidly evolving global landscape. SQM highlights the critical alignment of innovation, digital transformation, and sustainability with the principles of modern Quality Management, supporting Malaysia's vision of becoming a high-income innovation-driven economy.

In an era defined by globalization, technological advancements, and sustainability imperatives, Quality Management Systems (QMS) have become vital for organizations striving to remain competitive and relevant. The growing challenges posed by climate change, including resource scarcity, extreme weather events, and the need for carbon reduction, have highlighted the importance of robust, adaptive, and integrated quality frameworks. Modern QMS focuses on not just meeting compliance but driving organizational excellence through risk-based thinking, stakeholder engagement, and continuous improvement.

Organizations today are called to go beyond traditional quality practices by embedding sustainability, environmental stewardship, and social responsibility into their core processes. Standards such as ISO 9001, ISO 13485, ISO 14001, ISO 45001, ISO/IEC 17025, ISO 22301, and ISO/IEC 27001 now emphasize leadership, context-based risk management, and the integration of quality with broader organizational strategies.

SYMPOSIUM OBJECTIVES

- To promote the integration of sustainability practices into Quality Management Systems for environmental and social benefits.
- To provide strategies for adapting Quality Management Systems to address climate change risks and opportunities.
- To highlight the role of emerging technologies like AI and IoT in enhancing quality processes and operational efficiency.
- To emphasize the importance of leadership and organizational culture in driving quality and sustainability.
- To create a platform for sharing best practices and innovative strategies for sustainable quality excellence.

MGT 400

QUALITY MANAGEMENT SYMPOSIUM FOR SUSTAINABILITY

SIMPOSIUM PENGURUSAN KUALITI UNTUK KELESTARIAN

HIGHLIGHTS/ THRUST TO BE ADDRESSED

- Integrating Sustainability into Quality Management Systems
- Adapting to Climate Change Challenges
- Digital Transformation in Quality Management
- Leadership and Culture for Sustainable Excellence

WHO SHOULD ATTEND

•Manager, administrator, QMR, quality manager & personnel, quality supervisor, senior and middle management of government agencies, corporate bodies and private sectors.

•Anyone involved in the application of Management System Standards whether it be accreditation bodies, certification bodies, training organisations, implementing organisations or consultants. Those who are involved in in quality management will find this event useful.

•This event is also open to general public.

YOUR INVESTMENT

Package	RM (per pax)
Single Registration	950.00
Team discount	900.00

LATIHAN-LATIHAN LAIN/OTHER TRAININGS

LATIHAN ASAS AGENSI / *IN-COMPANY*

Kesemua kursus boleh dijalankan sebagai kursus asas agensi (in house) direka bentuk mengikut keperluan organisasi

All courses can be conducted as in company training tailored to meet specific needs.

YURAN / *FEE*

Sila maklumkan keperluan khusus syarikat untuk kami merekabentuk program latihan yang bersesuaian

Please let us know your specific needs to enable us to assist you in designing your in- company training programme

Durasi Program/*Programme Duration*	**Yuran/*Fees***
1 Hari / 1 day	RM 4000.00 per day
2 Hari / 2 days	RM 3800.00 per day
3 Hari dan ke atas /3 days and above	RM 3600.00 per day

- Yuran di atas adalah tertakluk untuk kursus di sekitar Lembah Klang sahaja
- Program yang dijalankan di luar Lembah Klang akan dikenakan caj penginapan, makan minum dan perjalanan

- *Fees are valid for Klang Valley only*
- *Programme conducted outside Klang Valley, additional cost for accommodation, food and travelling should be added.*

KONSORTIA / *CONSORTIA*

Konsortia merupakan versi terbitan program asas agensi direka bentuk untuk sekumpulan syarikat dengan mendapat manfaat program reka khas berdasarkan prinsip perkongsian kos.

A derived version of in-company programme, designed for a small group companies that provide the benefit of customized programme and based on cost- sharing principles

LATIHAN ATAS TALIAN / *ONLINE TRAINING*

Merupakan sistem atas talian yang membolehkan peserta mendapatkan latihan dengan konsep 'setiap ketika, di mana jua'. Pelanggan boleh belajar mengikut kesesuaian masing – masing, menduduki sijil peperiksaan serta mendapatkan sijil serentak.

It is an online system that allows participants to practice with the concept 'anytime, anywhere', customers can learn accordingly, sit for exam and get certificate at the same time.

MGT
PENGURUSAN
TEKNOLOGI
(TechnoManagement)

AGENDA

Kod / Code	**Judul Kursus /** Course Title	**Pengiktirafan/** Recognition	**Tarikh /** Date	**Tempat /** Venue
MGT 103	**Basic Course for Security and Safety Personnel** *Kursus Asas Kakitangan Keselamatan*	CEP (Atom Malaysia-7)	06 May (Siri 1) 28 Sept (Siri 2)	KL/Bangi KL/Bangi
MGT 310	**Workshop on Train the Trainer for Radiation Protection Officer (RPO)** *Bengkel Melatih Jurulatih Pegawai Perlindungan Sinaran*	CEP (Atom Malaysia -15)	10 – 12 Feb (Siri 1) 07 – 09 July (Siri 2) 08 – 10 Sept (Siri 3)	KL/Bangi Johor Bahru Kuantan
MGT 311	**Radiation Safety Management Audit** *Audit Pengurusan Keselamatan Sinaran*	CEP (Atom Malaysia -15)	07 – 09 April (Siri 1) 09 – 11 June (Siri 2) 13 – 15 Oct (Siri 3)	KL / Bangi KL / Bangi Penang
MGT 312	**Integrated Radiation Safety Management System** *Sistem Integrasi Pengurusan Keselamatan Sinaran*	CEP (Atom Malaysia- 15)	03 – 05 Feb (Siri 1) 05 – 07 May (Siri 2) 28 – 30 July (Siri 3) ---------- 10 – 12 Nov (Siri 4)	KL/Bangi KL/Bangi Bintulu ---------- Ipoh
MGT 314	**Leadership and Management in Radiation Safety** *Kepimpinan dan Pengurusan dalam Keselamatan Sinaran*	CEP (Atom Malaysia-13)	14 – 16 Apr (Siri 1) 13 – 15 July (Siri 2) 06 – 08 Oct (Siri 3)	Port Dickson Langkawi KL/Bangi
MGT 315	**Risk Management in Radiation Safety** *Pengurusan Risiko bagi Keselamatan Sinaran*	CEP (Atom Malaysia- 10)	28 – 29 Apr (Siri 1) 16 – 17 July (Siri 2) 22 – 23 Sept (Siri 3)	KL/Bangi Langkawi KL/Bangi
MGT 316	**Radiation Safety Programme : Audits & Inspections** *Program Keselamatan Sinaran: Audit & Pemeriksaan*	CEP (Atom Malaysia-8)	23 – 24 June (Siri 1) 29 – 30 Sept (Siri 2)	KL/Bangi KL/Bangi
MGT 317	**Hazards Management in Radiation Safety** *Pengurusan Bahaya bagi Keselamatan Sinaran*	CEP (Atom Malaysia- 9)	12 – 13 May (Siri 1) 07 – 08 July (Siri 2)	KL/Bangi KL/Bangi
MGT 319	**Management and Practical Guide to eSPP for Licensees** *Pengurusan dan Panduan Praktikal Sistem eSPP kepada Pemegang Lesen*	CEP (Atom Malaysia-12)	21 – 23 Apr (Siri 1) 20 – 22 Oct (Siri 2)	Malacca KL/Bangi
MGT 321 **-NEW-**	**Nuclear Communication for Radiation Protection Officer** *Komunikasi Nuklear untuk Pegawai Perlindungan Sinaran*	CEP (Atom Malaysia-15)	19 – 21 May (Siri 1) 03 – 05 Nov (Siri 2)	KL/Bangi Penang
MGT 320	**Seminar and Workshop on Scientific Writing & Publication** *Seminar dan Bengkel Penulisan & Penerbitan Saintifik*		18 -20 Aug	Perak

PENDAFTARAN & PERTANYAAN/ REGISTRATION & ENQUIRIES

MGT PENGURUSAN TEKNOLOGI (TechnoManagement)

Please send us the complete registration form or participant's details (Name, I/C, Company Name, Preferred Course and Date, Contact info) via:

ONLINE REGISTER

https://forms.gle/eCk1TqHNZTrAQPaC8

http://trainingcentre.nuclearmalaysia.gov.my

http://eclient.nuclearmalaysia.gov.my/latihanPemohonanv2

MAIL

Director General
Malaysian Nuclear Agency (Nuclear Malaysia) suite 57,
Kompleks Jalan Dengkil Bangi
43000, Kajang Selangor
Attn : Centre of Nuclear Excellence (CoNE)

E-MAIL

hadza@nm.gov.my
sitihajar@nm.gov.my
nurartika@nm.gov.my

WALK-IN

participants with payment will also be admitted on a space available basic

FURTHER INFORMATION

Please call :
Hadza : +603.8911.2000 ext. 2600 / +6019 343 4122
Siti Hajar : +603.89.2000 ext. 2609/ +6012 436 7769
Artika : +6016 605 9587

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Pusat Kecemerlangan Nuklear pusatlatihan

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57cone

cone@nm.gov.my

MGT
PENGURUSAN
TEKNOLOGI
(TechnoManagement)

BORANG PENDAFTARAN/REGISTRATION FORM

TRAINING DETAILS

Course Code & Title :.....
.....
Date of the Course : .....
Training Venue :.....

PARTICIPANT DETAILS

Name (as in I.C/Passport, to be printed on certificate):.....
.....
I.C/Passport No : New:..... Old:.....
Designation:.....
Meal Restriction No/Yes: (if Yes Please State) : .....

COMPANY DETAILS

Name of Company & Address :.....
.....
.....
.....
Approving Manager: .....
Designation: .....
Tel (off) : ..... Tel (HP) :.....
Fax:.....
Email: .....
Date:.....

Company Stamp

TERM & CONDITION

- Full registration fee is required with the registration form. Fees include the cost of training, luncheons, refreshments. Payment through cheque / bank draft / local order (LO) made payable to Director General Malaysian Nuclear Agency
- The management has the right to change the date/venue of the event prior to the date with a notice in advance