



WORKSHOP FOR FIELD TRAINING REPORT



INTRODUCTION

This CePSWaM Field Training Report workshop is designed to provide hands-on guidance to CePSWaM candidates in the preparation of a good quality Field Training Report (FTR) for submission to the Environmental Institute of Malaysia (EiMAS) as partial requirement to complete the course and for the award of Certificate of Competence in CePSWaM operation.

OBJECTIVES

- Step-by-step guidance to prepare report according to EiMAS format
- Partial hands on writing of individual FTR
- Assist participants to include the relevant documentations and evidence in the report
- Guide participants to identify new initiatives, activities and implement solutions for better scheduled wastes management

OUTCOMES

- Have completed/partially completed their FTR if they come to the workshop with all the required information
- Discuss personally with CePSWaM trainer and facilitators on detailed issues related to Scheduled Waste Management
- Prepare and write efficient and systematic FTR report
- Gain support and guidance from CePSWaM trainer and facilitators in writing FTR report according to EiMAS format

METHODOLOGY

- Interactive discussion on FTR writing
- Coaching and guiding
- Participants will write their own FTR chapter by chapter according to EiMAS format as the workshop progresses

WHO SHOULD ATTEND

- CePSWaM candidates who have attended and passed Part 1 and Part 2 (Written and Practical Examinations) of the CePSWaM course
- CePSWaM candidates who want to improve their FTR draft
- CePSWaM candidates who have at least three (3) months before the last date of the final report submission to EiMAS

COURSE DATE

1.	27 - 28 Feb 2018	11.	28 - 29 Aug 2018
2.	20 - 21 March 2018	12.	18 - 19 Sept 2018
3.	27 - 28 March 2018	13.	25 - 26 Sept 2018
4.	10 - 11 April 2018	14.	16 - 17 Oct 2018
5.	17 - 18 April 2018	15.	30 - 31 Oct 2018
6.	7 - 8 May 2018	16.	13 - 14 Nov 2018
7.	14 - 15 May 2018	17.	21 - 22 Nov 2018
8.	3 - 4 July 2018	18.	12 - 13 Dec 2018
9.	17 - 18 July 2018	19.	26 - 27 Dec 2018
10.	7 - 8 Aug 2018		

VENUE

Grand Bluewave Hotel, Shah Alam, Selangor*

CLOSING DATE

7 days before the course

COURSE FEE

RM 1800.00 per person excluding 6% GST (HRDF Claimable)

*Subject to changes

TRAINER PROFILE

Nur Rasyila Ramli

Graduated with B.Eng (Hons) in Electronics Engineering from Multimedia University, Malaysia (Competent Serial No: CePSWaM / 00692)

NOTE

Participants required to bring:

- Laptop
- All information : documents/ consignment notes/ notification/ inventory
- Photographs and evidence
- Record keeping
- Company profile/ information/ organization/ policy

COURSE CONTENT

Day 1:

Chapter 1

- Overview of EIMAS FTR Format
- Introduction

Chapter 2

- Background of industry
- Organization's environmental commitment EHS departmental functions
- Emergency response procedure
- How scheduled wastes are being managed

Day 2:

Chapter 3

- Identification notification and inventory of Scheduled Waste
- Packaging, storage and labeling
- Transportation of Scheduled Waste
- Areas of improvement of Scheduled Waste
- Future effort for better compliance or improvement of Scheduled Waste

Chapter 4

- Practical session with guidance in the preparation of the CePSWaM FTR
- Group discussion and problem solving
- Conclusion

Please Call

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