

(CePSWaM-Field Training Report) TECHNICAL REPORT PREPARATION WORKSHOP FOR EiMAS CePSWaM COMPETENCY CERTIFICATE

2024
(Since March 2012)



Fees (excluding SST 8%):

| | |
|----------------------------|-------------------|
| West Malaysia (PLASMA, S2) | : RM 1,600.00/pax |
| Other West Malaysia | : RM 1,800.00/pax |
| East Malaysia | : RM 1,900.00/pax |

Workshop Rationale

This workshop on the Certified Environmental Professional in Scheduled Waste Management (CePSWaM) Technical Report Preparation is designed to provide guidance to participants in the preparation of a good quality Field Training Report (FTR) for submission to the Environment Institute of Malaysia (EiMAS) as part of the requirements to complete the course and be competent in the scheduled waste management.



Objectives :

1. Guide participants to prepare the FTR according to **EiMAS report writing format**.
2. Undertake **technical review** on the information gathered by participants for inclusion into the report.
3. Assist participants to provide the **relevant documentation** required in the provision of information and evidences for the report.
4. Facilitate participants to **identify new initiatives, action plans or activities** for future improvements of the scheduled waste management.

Benefits of the Workshop :

- ✓ Capable of preparing, developing and writing an efficient and systematic CePSWaM FTR.
- ✓ Enhanced knowledge and broader thinking towards good FTR writing after being trained and coached by competent and qualified professionals in CePSWaM Course.
- ✓ Excellent opportunities to discuss personally with CePSWaM Trainers and Facilitators on detailed issues related to scheduled waste management.
- ✓ Continuous encouragement and support by the Trainers and Facilitators to complete the FTR after attending the workshop.
- ✓ Obtained Certificate of Attendance upon completion of the workshop.

Who Should Attend :



Participants who have attended and passed Part I & Part II (Written & Practical Examinations) of the CePSWaM Course and have at least three (3) months before the last date of the final report submission to EiMAS.



Participants who want to improve in the preparation of a good quality CePSWaM FTR.

Methodologies :

- Professional coaching & guidance
- Group discussions
- Question & answer sessions
- Group problem-solving
- Guided practical sessions

HRDF CLAIMABLE

REGISTRATION NO : 2685
HRDC TPMYCOID: 779652-U
SBL Khas Serial No: 10001333683



Trainers & Facilitators :



Dr. Ahyar
CePSWaM/55
39
Jul 2012



Hj. Ramli
CePSWaM/002
17
Sep 2012



Pn. Roziana
CePSWaM/0040
2
Dec 2013



En. Daniel
CePSWaM/00216
17
Sep 2012



Pn. Mazlina
CePSWaM/00215
Sep 2012



Pn. Afiqah
CePSWaM/03817
Aug 2020



Cik Azreen
CePSWaM/04113
Nov 2020



En. Sohaini
CePSWaM/04111
Nov 2020

Workshop Contents :

Distribution of softcopy of the Field Training Report Format Template to Participants

Overview of EiMAS Field Training Report format

Elaborate detailed information on report writing according to EiMAS report writing format

Step-by-step guidance to prepare report in order to satisfy the whole report writing format

Review of participants' companies' background

- ✚ Organizational structures and functions
- ✚ Manufacturing and production processes or activities
- ✚ Current scheduled waste management practices (segregation, packaging, labelling, storage, transportation and disposal)

Review of Organization's and Operational Environmental Commitments [7 Environmental Mainstreaming Tools (EMT) under Guided Self Regulations (GSR)]

Discussion on identification and classification of scheduled wastes

- ✚ Assist on how to identify scheduled waste generation in the correct manner based on the processes or activities
- ✚ Guide on how to classify scheduled waste category codes

Day 1

Suggestion of best practices in the management and handling of scheduled wastes for improvement

- ✚ Areas of improvements, initiatives and additional efforts in the implementation of improved scheduled waste management and handling
- ✚ Selection of the appropriate methods for packaging, labelling, storage, transportation, recovery, treatment and disposal

Review of data collection by participants for inclusion in the report

- ✚ Records of evidence
- ✚ Record keeping information (notification, inventory & consignment note)

Recommendation on new initiatives or action plans for future improvements

- ✚ Procedures and methods of handling
- ✚ Technology applications and operations
- ✚ Awareness and practices in scheduled waste management hierarchy

Practical session with guidance in the preparation of the CePSWaM Field Training Report, group discussion and group problem solving

Day 2

Workshops Date & Venue :

*Updated as of nov 2023
**Subject to change



- **FTR Template Provided!**
- **Please bring your Own Laptop!!**

| No. | Date* | Location** |
|-----|------------------------|---------------|
| 1 | 01 - 02 February 2024 | PLASMA, S2 |
| 2 | 25 - 26 April 2024 | Shah Alam |
| 3 | 16 - 17 May 2024 | PLASMA, S2 |
| 4 | 04 - 05 July 2024 | Johor Bahru |
| 5 | 25 - 26 July 2024 | Kuching |
| 6 | 08 - 09 August 2024 | Seberang Prai |
| 7 | 12 - 13 September 2024 | Georgetown |
| 8 | 24 - 25 October 2024 | PLASMA, S2 |
| 9 | 21 - 22 November 2024 | Johor Bahru |
| 10 | 19 - 20 December 2024 | Shah Alam |

Scan QR code to register in AWWAM Portal or Any Enquiries Please Contact :

Email : csd@awwam.com; airwastewater@awwam.com

Phone No : 06-6013126 or 011-53303881/882



Need Accomodation?

Please Contact:

AWWAM TRAVEL & TOURS SDN BHD (201301021332)

Email: atnt@awwam.com

Phone No.:06-6011758/019-4306285

**REGISTRATION FORM**Please tick (/) the venue to register, fill-up the selected workshop date (*refer to brochure*) and other informations.

| REGISTRATION FEE | | | | |
|--|---|------------|----------|------------------|
| Tick (/) | Venue | COURSE FEE | SST (8%) | NET REGISTRATION |
| Technical Report Preparation Workshop for EiMAS CePSWaM Competency Certificate SBL-Khas Serial No: 10001333683 | | | | |
| | Pusat Latihan Alam Sekitar Malaysia, Seremban 2 | RM1,600.00 | RM128.00 | RM1,728.00 |
| | Other West Malaysia (Selangor, Penang, Johor, Terengganu) | RM1,800.00 | RM144.00 | RM1,944.00 |
| | East Malaysia (Sabah, Sarawak, WP Labuan) | RM1,900.00 | RM152.00 | RM2,052.00 |
| Meal Preference: Non-Vegetarian / Vegetarian | | | | |
| 1-Day Technical Report Preparation Workshop for EiMAS CePSWaM Competency Certificate SBL-Khas Serial No: 10001330565 | | | | |
| | Zoom Meeting | RM450.00 | RM36.00 | RM486.00 |
| TOTAL | | | | |

| | | | |
|--|---|------------------------------------|--|
| LOCATION: | | WORKSHOP DATE: | |
| PAYMENT METHOD | | | |
| <input type="checkbox"/> Cheque | Pay to | : Airwastewater Management Sdn Bhd | |
| <input type="checkbox"/> Interbank Giro/Online Banking | Bank | : Affin Islamic Bank Berhad | |
| <input type="checkbox"/> HRDC SBL-Khas | Bank Account No | : 10-524-000486-8 | |
| | Swift Code | : AIBBMYKL | |
| | Company No | : 779652-U | |
| | Please send proof of payment to csd@awwam.com / finance@awwam.com | | |

| APPLICANT'S INFORMATION | | | |
|-------------------------|---|-------|---|
| Name | : | NRIC | : |
| Designation | : | Email | : |
| HP/Phone No | : | | |

| BILLING DETAILS | |
|---|--|
| <input type="checkbox"/> Self-Sponsored | <input type="checkbox"/> Company Sponsored |
| Company | : |
| Address | : |
| PIC | : |
| Designation | : |
| Phone No | : |
| E-Mail | : |
| Date | : |
| | Company Stamp : |
| | Authorised Signature : |

| TERMS & CONDITIONS |
|---|
| 1. Fees are inclusive of course materials, meals and refreshments (exclude Virtual-Online). |
| 2. Registration can be made by sending registration form via email to csd@awwam.com or fax to 06-6017127. |
| 3. Payment shall be made within 14 days from the date of invoice or at latest 3 days before the course start; OR approved HRD Corp Grant shall be submitted to AWWAM within 14 days from the date of quotation or at latest before the course date. |
| 4. Registration of participants will be confirmed upon receipt of full payment OR approved HRD Corp Grant by issuance of confirmation letter by AWWAM. |
| 5. Certificate of attendance will be issued upon completion of the course; and (for SBL-Khas) upon receipt of the signed copy of HRD Corp JD14 form. |
| 6. Participant/PIC shall undertake to pay the course fee if payment/Grant claim issue arise for whatever reason within 7 days after completion of the course. |
| 7. You have read the terms and conditions above and by signing this form, you expressly agree and consent to the use, processing, disclosure and transfer of your personal data by AWWAM for this registration and future communications including marketing and promotion purpose. Should there be a need to retract your consent, you shall write a notice to AWWAM to cease the processing of the personal data. |