



# HOW TO DEVELOP AN EFFECTIVE SAFETY AND HEALTH COMMITTEE

**20 - 21 June 2023**  
(Tuesday - Wednesday)

This program underlines the roles of the employer and employee in sustaining and upholding a high level of safety culture in the organization. Developing and instilling the role and functions of an effective safety committee at work is important to ensure a continuous improvement of executing safety at workplace.

## Learning Outcome

- The legal requirements outlined in OSHA 1994 and FMA 1967
- Salient aspects of ISO 45001
- Understanding the need to set up a safety team or safety committee at workplace
- The Safety Committee organization and key functions of individuals and outcome measurements.
- The meeting frequency, minutes of meetings and communications.
- Key KPI safety measurements.
- Challenges and reviews.

## Methodology

- Overview of the various elements in thoroughly understanding and to ensure the effectiveness of Safety committee at workplace.
- Visual Display for Interactive class room session with participants.
- Class Room Exercise and Mock up Safety meeting

## Who Should Attend

The program is tailored to meet the needs of technicians, Supervisors, or group leaders who play a formidable role in ensuring a safe practices at all times at work place.

## Place and Date

**TAR UMT**  
Jalan Genting Kelang, Setapak  
53300 Kuala Lumpur

**Saturday**  
**20 - 21 June 2023**  
**from 9 AM to 5 PM**



**contact us**

# HOW TO DEVELOP AN EFFECTIVE SAFETY AND HEALTH COMMITTEE

## Our Trainer

### MR. KONASAIGRAN A/L ALAGAN

Mr. Konasaigran A/L Alagan holds a master's degree from New Zealand. He has since worked in the local university embarked on research projects funded by the International Tin Council. He joined a leading multi national glass manufacturer and over the past twenty five years, has worked in the production encompassing productivity/process improvements, safety, TPM, waste elimination activities, quality, procurement and in the last six years in Human resources.

His experience in Human Resources covers the acquisition and merger of an eastern culture based company into western management practices. Konasaigran has vast hands-on experiences conducting in-house training programmes.

He has attended extensive TPM, Quality, Productivity and Human Resources programs and workshops both locally and overseas. Konasaigran was also a certified Safety Officer registered with DOSH Malaysia.

Click/Scan  
for enquiry



**contact us**



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training@tarc.edu.my  
<https://www.tarc.edu.my/cpe/>

Title: How to Develop an Effective Safety and Health Committee

Venue: TAR UMT, Jalan Genting Kelang, Setapak, 53300 Kuala Lumpur

Date: 20 - 21 June 2023

# REGISTRATION FORM



CENTRE FOR CONTINUING & PROFESSIONAL EDUCATION

**Fees:**  Public RM 795 per participant (inclusive of 6% Service Tax)  TAR UMT Student/Alumni RM 636 per participant (inclusive of 6% Service Tax)

**The Manager**  
TARC Education Foundation (1033820M)  
Tunku Abdul Rahman University of Management and Technology (TAR UMT)  
TEL: 03-4145 0170

Email: training@tarc.edu.my

Dear Madam / Sir,

Please register the following participant(s) for the above programme: (To be completed in BLOCK LETTERS)

<b>1</b>	<b>Name :</b> <input type="text"/>	<b>IC No. :</b> <input type="text"/>	<b>Nationality :</b> <input type="text"/>
	<b>Email:</b> <input type="text"/>	<b>Mobile No. :</b> <input type="text"/>	<b>Designation :</b> <input type="text"/>
<b>2</b>	<b>Name :</b> <input type="text"/>	<b>IC No. :</b> <input type="text"/>	<b>Nationality :</b> <input type="text"/>
	<b>Email:</b> <input type="text"/>	<b>Mobile No. :</b> <input type="text"/>	<b>Designation :</b> <input type="text"/>

(If space is insufficient, please attach a separate list)

## Disclaimer

Registration is on a first-come-first-served basis. All cancellations must be made in writing. Cancellation made 14 days or more in advance of the workshop date will receive full refund. Cancellations made thereafter will be subjected to a cancellation fee of 50% of the workshop fee. All fees are payable in the event of non-attendance of any registered participant(s) or the overall attendance falls below 75% of total workshop hours. Replacement(s) can be accepted at no additional cost if notified 24 hours prior to the commencement of the workshop. The Tunku Abdul Rahman University of Management and Technology reserves the right to change the speaker, reschedule or cancel the workshop and all efforts will be taken to inform participants of the changes.

We hereby confirmed that (please tick accordingly):

- We will be claiming under **HRD Corp Claimable Course** and full payment would be made to Tunku Abdul Rahman University of Management and Technology in the event that no disbursement from **HRD Corp** under any circumstances.
- We will **NOT BE CLAIMING** from **HRD Corp**. Payment will be made to account payee TAR UMT by cheque or bank transfer to Public Bank Account No. 3 1 8 1 5 6 4 1 1 3. Kindly submit your payment remittance to training@tarc.edu.my together with this registration form.

## Submitted by

<b>Name :</b> <input type="text"/>	<b>Designation :</b> <input type="text"/>	<b>Department:</b> <input type="text"/>
<b>Email :</b> <input type="text"/>	<b>Telephone No. :</b> <input type="text"/>	<b>Mobile No. :</b> <input type="text"/>
<b>Company Name:</b> <input type="text"/>	<b>Company Registration No. :</b> <input type="text"/>	
<b>Company Address :</b> <input type="text"/> <input type="text"/> <input type="text"/>	<b>Company Stamp &amp; Signature :</b> <input type="text"/>	<b>Date :</b> <input type="text"/>