



MAINTENANCE

Condition Based Maintenance: Manage Failures By Monitoring And Detecting

June 18 & 19, 2012 • Monday & Tuesday
8.45 a.m. – 5.00 p.m.

Venue: FMM Institute Perak, No. 1, Lorong Raja DiHilir,
Off Jalan Raja DiHilir, 30350 Ipoh, Perak.

COURSE FEE

(Fees include Course Materials, Refreshment, Lunch and Certificate of Attendance)
FMM Members (per pax): **RM 450.00**
Others (per pax): **RM 550.00**
Medium of Instruction: **English**
CPD: **14 hours**

Closing date:
JUNE 11, 2012

FINANCE/ACCOUNTING

Costing Made Simple For Planning And Control

June 20 & 21, 2012 • Wednesday & Thursday
8.45 a.m. – 5.00 p.m.

Venue: FMM Institute Perak, No. 1, Lorong Raja DiHilir,
Off Jalan Raja DiHilir, 30350 Ipoh, Perak.

COURSE FEE

(Fees include Course Materials, Refreshment, Lunch and Certificate of Attendance)
FMM Members (per pax): **RM 450.00**
Others (per pax): **RM 550.00**
Medium of Instruction: **English**
CPD: **14 hours**

Closing date:
JUNE 13, 2012

Training Course Organised by FMM INSTITUTE (475427-W)

REGISTRATION FORM

Please tick relevant registration programme

CONDITION BASED MAINTENANCE: MANAGE FAILURES BY MONITORING AND DETECTING JUNE 18 & 19, 2012

COSTING MADE SIMPLE FOR PLANNING AND CONTROL JUNE 20 & 21, 2012

Dear Sir / Madam Please register the following participant(s) for the above programme:

	Name	Designation	I.C. No.
1.			
2.			
3.			
4.			
5.			

(Please attach a separate list if space is insufficient) Use separate registration form for each programme.

Submitted by:

Name:		Designation:	
Company:	Tel:	Fax:	Email:
Address:			
FMM Membership No:		MyCoID:	

Enclosed cheque / bank draft No. _____ for RM _____
being payment for _____ participant(s) made in favour of the
'FMM INSTITUTE'

FMM INSTITUTE PERAK



No. 1, Lorong Raja DiHilir, Off Jalan Raja DiHilir, 30350 Ipoh, Perak. (Attn : Puan Eda / Ms Harvindar / Ms Nicole)

Fax. No. : (05) 548 8221 & (05) 548 8331 • Tel. No. : (05) 548 8660 • Email : fmmperak@fmm.org.my

ADMINISTRATIVE DETAILS

Registration:

- Upon Faxing / Mailing the completed Registration Form to FMM Institute, Perak, you are deemed to have read and accepted the terms and conditions. The course would also be deemed as confirmed unless informed otherwise.
- Will be based on First-Come-First-Served basis.

Payment:

- Cheques made in favour of FMM INSTITUTE should be forwarded to FMM Institute Perak.
- For SBL Scheme, an Attendance of 100% is a MUST, in any case, employers will be billed in full.

Cancellation:

- Must be in Writing with Reasons.
- 7 days before the course ~ No Payment Charged
- 3-6 days before the course ~ 50% Payment Charged
- < 3 days before the course ~ Full Payment Charged
- Participants who did not turn-up will be charged full payment.
- Replacements can be accepted at no additional cost.

Disclaimer:

The FMM Institute reserves the right to change the facilitator, date and to vary / cancel the course should unavoidable circumstances arise. All efforts will be taken to inform participants of the changes.

This Course Can Be Conducted As An In-House/In-Plant Course



Condition Based Maintenance: Manage Failures By Monitoring And Detecting

June 18 & 19, 2012

COURSE CONTENTS

INTRODUCTION TO EQUIPMENT MAINTENANCE

- ◆ What is Equipment Maintenance
- ◆ Objective and Benefits of Equipment Maintenance
- ◆ The Need for Maintenance

CULTURES OF MAINTENANCE

- ◆ What is Equipment Deterioration
- ◆ Six Big Losses of Equipment Effectiveness
- ◆ Chronic and Sporadic Losses
- ◆ Standardization Activities in Equipment Maintenance

IMPROVING EQUIPMENT EFFECTIVENESS

- ◆ Eliminating the Six Big Losses
- ◆ Reducing and Eliminating Losses
- ◆ The Quest for Skill

TYPES OF EQUIPMENT MAINTENANCE

- ◆ Focus Maintenance
- ◆ Breakdown Maintenance
- ◆ Routine Maintenance
- ◆ Discard and Fix New Maintenance
- ◆ Total Preventive Maintenance
- ◆ Predictive Maintenance – Condition Based Maintenance

INTRODUCTION TO TOTAL PREVENTIVE MAINTENANCE

- ◆ The Need for Total Preventive Maintenance
- ◆ Objectives and Benefits of Total Preventive Maintenance
- ◆ How to Establish An Effective Total Preventive Maintenance

OBJECTIVES

Upon completion of this course, participants will be able to :

- development Condition Based Maintenance.
- objectives and Benefits Condition Based Maintenance.
- establishing and Implementing Maintenance Plans.
- establishing of intermediate and long term planned maintenance activities
- establishing Maintenance Standards.
- restoration of Equipment to its original condition activities.
- budget and Spare parts control
- restoration of equipments by using the correct tools.
- indepth Knowledge of Equipment
- measuring and improving equipment performance

WHO SHOULD ATTEND

Maintenance Managers / Engineer / Supervisor / Technician and Production Personnel involved in maintenance activities.

TRAINER: Mr K Rajandran holds a Diploma in Mechanical Engineering from Federal Institute of Engineering, KL and a Certificate in Electronics from Seremban Electronics. He started his career with Motorola Semiconductor in the area of Equipment Maintenance Function and grew steadily to become an Equipment Engineer. He later joined QDOS Microcircuits as a Production Section Head and subsequently joined a Japanese MNC as a Training Department Section Head and then as Engineering Section Head and Safety Officer hitherto.

Mr Rajandran has conducted numerous programmes such as Total Productive Maintenance, Basic Mechanical Maintenance, Occupational Safety & Health Management System and Supervisory Management. In the past, he has conducted training courses for Samsung, Northern Telecom, Globetronics Technology, ISO Technology and SMCI Globetronics Technology. In addition, he has also won the Gold Medal as a Total Productive Maintenance Coordinator for Equipment in the Final Test Department in a Total Customer Satisfaction Competition held in Chicago, USA.

Costing Made Simple For Planning And Control

June 20 & 21, 2012

Success in any organization ranging from a small retailing store to a large multinational corporation requires the understanding of cost accounting concepts and practices. Cost accounting provides key data to managers for planning and controlling, as well as costing products, services, and customers. Moreover, all businesses are facing product price competition in local and international markets, many organizations are under tremendous pressure to reduce costs and increase contribution margins from their operations. Cost and management accounting is increasingly becoming integral component of decision-making for managers.

COURSE CONTENTS

BASIC COST ACCOUNTING CONCEPTS

- ◆ Explain the cost assignment process
- ◆ Explain the differences between functional-based and activity-based cost accounting systems

THE BASIC OF COST BEHAVIOR

- ◆ Define and describe cost behavior for fixed, variable and mixed costs

ACTIVITIES, RESOURCE USAGE AND COST BEHAVIOR

- ◆ Flexible resources
- ◆ Committed resources
- ◆ Step-cost behavior

METHODS FOR SEPARATING MIXED COSTS INTO FIXED AND VARIABLE COMPONENTS

- ◆ High-low method
- ◆ Scatterplot method
- ◆ The method of least squares

FUNCTIONAL-BASED PRODUCT COSTING

- ◆ Describe functional-based costing approaches
- ◆ Plantwide rates
- ◆ Departmental rates
- ◆ Explain why functional-based costing approaches may produce distorted costs

OBJECTIVES

Upon completion of this course, participants will be able to :

- understand basic cost accounting principles and concepts
- understand the differences between functional-based and activity-based cost accounting systems
- understand the differences between job-order costing practices and process costing practices
- knowing the appropriate methods to allocate production overheads
- knowing how to use cost accounting for managers to make better decisions
- using cost accounting as a managerial tool for business strategy and implementation

WHO SHOULD ATTEND

This program is essential for directors, finance managers, accountants, executives and administrators who are responsible in planning, controlling and managing the production and operating costs for various organizations.

TRAINER: Mr. Lok Char Lee holds a Bachelor of Accounting Degree (Hons) from Universiti Malaya and a Masters Degree in Information Technology from Universiti Sains Malaysia. He is a Chartered Accountant registered with Malaysian Institute of Accountants (MIA), a member of the Chartered Institute of Management Accountants (CIMA) and Fellow of the Chartered Tax Institute of Malaysia (CTIM). Mr. Lok has more than 17 years of working experience and obtained his accounting and finance experience while working as a statutory auditor and tax consultant in various local and international auditing firms. His work experience encompassed various accounting, auditing, costing and taxation aspects for clients ranging from small medium enterprises to multinational companies which consist of manufacturing, trading, property development, construction and financial institutions.

Mr. Lok has trained directors, managers, executives, officers and clerks in the areas of management, accounting, finance, taxation, costing and budgeting. He is a regular trainer for small and medium sized enterprises, large companies and multinational corporations. Mr. Lok is senior lecturer in accounting at the School of Management, USM. He is also experienced in teaching professional courses such as CIMA, ACCA, ICAA, AIA and LCCI. Mr. Lok is co-author for the book "Principles and Contemporary Issues in Internal Auditing".