



FMM INSTITUTE

(C10626805080/ 199901000527/ 475427-W)

Centre for Professional Development



PERANCANGAN DAN PENGAWALAN INVENTORI

This course provides participants with techniques and strategies to ensure every inventory movement is at high standard, as expected by all managers and company shareholders. Participants will also be introduced to various types of software that can help companies adapt real transactions into their operational processes.

OBJECTIVES

- Inventory and its importance to the company, and how it should be managed
- Types of inventory held in manufacturing and service companies
- Control techniques aligned with company requirements
- How to achieve optimal inventory management and reduce company expenses
- Exposure to types of software available in the market that can assist companies with inventory management.

WHO SHOULD ATTEND

- Finance Executive, Clerks and other related staff, Accounting Manager
- Buyers, Purchasers, Purchasing Managers
- Warehouse Clerks & Executives, Supervisors, Warehouse Managers
- HR Executives, Manager & Clerks

ADMINISTRATIVE DETAILS

Date : **February 23-24, 2026**
(Monday-Tuesday)

Time : **2 Days (9:00 am - 5:00 pm)**

Venue : **FMM Institute, Johor Branch**
No. 1 & 3, Jalan Kencana Mas 1/1,
Tebrau Business Park III,
81100 Johor Bahru, Johor

Fees : **RM 1,215.00 (FMM Member)**
RM 1,350.00 (Non member)
The fee inclusive Service Tax at 8%
(SST No: W10-1901-32000105)

Closing Date : **February 9, 2026 (Monday)**

Training Provider : **FMM Institute Johor**
MYCOID: 475427W_JOHOR

All cancellations must be made in writing. There will be no charge for cancellation received 14 or more working days before the start of the programme. Cancellation received 7-13 working days before the start of the programme is subjected to a cancellation fee of 50% of the course fees. Cancellation received 6 working days and below before the start of the programme is subjected to cancellation fee of 100% of the course fees. If the participant fails to attend the programme, the full course fees are payable. However, replacement can be accepted at no additional cost.



COURSE CONTENT

A. ORGANIZATION AND PRODUCTION SYSTEM

- Objectives of establishing a manufacturing company
- departments involved in the production process

B. THE NEED FOR INVENTORY PLANNING AND CONTROL IN THE COMPANY

- Definition of inventory in production operations
- Types of inventory used
- Reasons and purposes of inventory in production operations

C. INVENTORY IN THE COMPANY

- Inventory as a company asset
- Inventory and company expenditure
- Inventory and its maintenance
- Inventory and software

D. INVENTORY CATEGORIES IN WAREHOUSE AND STORES

- Inventory for direct use
- Inventory for indirect use

E. INVENTORY IDENTIFICATION IN MANAGEMENT

- Identification methods
- Inventory codes

F. COSTS IN INVENTORY MAINTENANCE

- Purchase costs
- Storage costs
- Usage costs
- Management costs

G. TECHNIQUES AND STRATEGIES IN INVENTORY MANAGEMENT

- Communication between departments
- Importance of ensuring quantity between warehouse and operations
- Software requirements to ensure all transactions are well recorded
- Procedures that need to be established by the company to ensure all departments comply with transaction requirements
- Inventory reduction and company profitability

FACILITATOR

Thiruchelvam Subramaniam – He has extensive training and consultant experience during his working life and volunteering services. He has worked in managerial capacity in Yamaha Electronics for more than 20 years and worked as Senior Manager in ON Semi where he oversees Planning, warehouse, Logistics, Purchasing and Procurement. He was a global leads for certain commodities and did extensive market intelligence for the commodities needs. He also served a Procurement Head of Malaysia for MEMC sites in Malaysia. He has conducted International volunteers Trainings and Facilitate many workshops.

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PERANCANGAN DAN PENGAWALAN INVENTORI

FEBRUARY 23 - 24 ,2026 | VENUE: FMM INSTITUTE, JOHOR BRANCH

FMM Institute (475427-W)

Puan Sabrina / Pn. Astri / Pn. AinEmail : sabrina@fmm.org.my / astri@fmm.org.my
/ nur_ain@fmm.org.my

Tel: 07-357 7613 / 14 / 15 / 16 Fax: 07-357 7618

Please tick accordingly:

- Fees: ☐ **FMM Member: RM 1,215.00/pax**
(inclusive of 8% Service Tax (SST No: W10-1901-32000105))
- ☐ **Non Member: RM 1,350.00/pax**
(inclusive of 8% Service Tax (SST No: W10-1901-32000105))

Dear Sir/Madam,

Please register the following participant (s) for the above programme:

(To be completed in BLOCK LETTERS)

1.Name:	IC No:	Nationality:
Designation:	Email:	Mobile No.:
2.Name:	IC No:	Nationality:
Designation:	Email:	Mobile No.:

*(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. There will be no charge for cancellation received 7 or more working days before the start of the webinar. **Cancellation received 5 working days** before the start of the webinar is **subject to a cancellation fee of 50%** of the webinar fees. **Cancellation received 3 working days and below** before the start of the webinar is **subject to a cancellation fee of 100%** of the webinar fees. **If the participant fails to attend the programme, the full webinar fees are payable.** However, replacement can be accepted at no additional cost. The FMM Institute reserves the right to change the speaker, reschedule or cancel the webinar 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 COURSES** and full payment would made to FMM Institute in the event that no disbursement from HRD Corp under any circumstances.

- ☐ I (self-sponsor) / We will **NOT BE CLAIMING** under **HRD CORP CLAIMABLE**. Payment will be made to the account payee **FMM Institute** by cheque or bank transfer to **Maybank Account No. 501280056601**.

Tin No. : C10626805080**BRO No. : 475427-W****SST No. : W10-1901-32000105****Submitted by:**

Name: _____ Email: _____

Designation: _____ Tel No: _____ Moblie No: _____

Company: _____ Address: _____

Tin No. : (Company Tax Number)	Business Registration No. (New/Old)	SST No (If Applicable):
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Company Stamp & Signature:	Date:
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