

REGISTRATION FORM
2-Day Course on “Project Management”
by Ir Ahmad Fauzi Yahya

Please Tick	Date	Venue
	18 & 19 July 2018 (Wednesday & Thursday)	Wisma IEM
	18 & 19 September 2018 (Tuesday & Wednesday)	Petaling Jaya

No	Name(s)	M'ship No.	Grade	Fee (RM)*
SUB TOTAL				
TOTAL PAYABLE				

*** Fees are 0% GST and HRDF Claimable .**

Enclosed herewith a crossed cheque No: _____ for the sum of RM _____ issued in favour of “**IEM Training Centre Sdn Bhd**” and crossed ‘A/C payee only’. I/We understand that the fee is not refundable if I/We withdraw after my/our application is accepted by the Organising Committee as stated in the **cancellation term**. If I/We fail to attend the seminar, the paid registration fee will not be refunded.

Contact Person: _____ Designation: _____

Name of Organization: _____

Address: _____

Telephone No.: _____ (O) _____ (Fax)

_____ (H) _____ (HP)

Email: _____

Signature & Stamp

Date

2-Day Course on “Project Management”
by Ir Ahmad Fauzi Yahya

Organised by:
IEM Training Centre Sdn Bhd

BEM Approved CPD Hours = 14 CPD Hours
Ref. No: **IEM18/PP/006/C**

Grade	Offline Rate	Online Rate
IEM Members	RM1,000.00	RM950.00
Non IEM Member	RM1,500.00	RM1,450.00

TERMS & CONDITIONS:

- Payment via CASH / CHEQUE / BANK-IN TRANSMISSION
- FULL PAYMENT must be settled before the closing date, which is one week before the event. Otherwise participants will not be allowed to enter the hall. If a place is reserved and the intended participants fail to attend the course, the fee is to be settled in full.
- Fee paid is not refundable. Registration fee includes lecture notes, refreshment.
- **IEM Training Centre reserves the right to cancel, alter, or change the program due to unforeseen circumstances. Every effort will be made to inform the registered participants of any changes. In view of the limited places available, intending participants are advised to send their registrations as early as possible so as to avoid disappointment.**

PAYMENT METHOD

- Local Cheque / Banker’s cheque made payable to: **“IEM TRAINING CENTRE SDN BHD”**.
- Directly bank in or online transfer to:-
(Please forward soft copy of payment slip)

IEM TRAINING CENTRE SDN. BHD.
Account no. 514169143176
Malayan Banking Berhad

COURSE LEADER

Ir. Ahmad Fauzi Yahya is currently a Principal Consulting Engineer and Trainer. He received a Diploma in Civil Engineering from Mara Institute of Technology (UITM) and the B.S. degree in Civil Engineering from Saint Martin College (University), Washington State. He has been active in the area of Project and Construction Management for over 30 years and has been an expert panel and interviewer for many companies. This includes IBS, UITM, CIDB and panel for NOSS (National Occupational Skill Standard).

He started his career in Public Works Department in 1977. In 1983, he joined SPPK/PNB Government Housing Company. In 1991, he became a Consulting Engineer and involved in infrastructural and building projects in Malaysia, Indonesia and all over the world. He later joined INTI International University, Nilai as a Senior Lecturer in 2015. He is also an IEM committee member for Project Management Technical Division, Consulting Engineering Special Interest Group and Water Resources Technical Division.

In 2016, he was accredited as a Competent Construction Project Manager (CCPM) and also has been invited as an interview panel for CCPM.

SYNOPSIS FOR PROJECT MANAGEMENT IN THE CONSTRUCTION INDUSTRY

In the Construction industry, all the stakeholders such as Clients/ Consultants/ Contractors/ Authorities involved in projects aspire that they are successfully implemented based on scope, cost, time and quality.

However, of late there are projects that are delayed, low quality output, cost overrun, standards that are of low quality and also failures.

Why are all these happenings?

Thus, it is imperative that stakeholders grasp and understand the knowledge on Construction project management and it's relation to scope, cost, time and quality.

This is ensure that the project can be implemented successfully.

OBJECTIVES

- To introduce & discuss with participants in regards to project / project failures in Construction industry
- To highlight & discuss with participants in regards to management in Construction projects
- To highlight & discuss with participants in regards to drawings & specifications.
- To highlight & discuss with participants with contract conditions
- To highlight & discuss relevant Acts & Bye laws (CIDB Act 520)
- To share with participants on the importance of planning and scheduling, organizing, implementing, monitor & control. (S – Curve)
- To share with participants on the importance of 8M (resources)
- To share with participants on the importance of WBS (work breakdown structure)
- To share with participants on the importance of meetings, site diary and duties.
- To discuss, share and evaluate with participants their level of knowledge & understanding on construction project management by conducting group class exercise.

2-Day Course on “Project Management” by Ir Ahmad Fauzi Yahya	
Time – Day 1	Topic
8.30 – 10.30am	<ul style="list-style-type: none"> • Introduction of Facilitator and Participants • Relevant pictures • Why projects fail?
10.30 – 11.00am	Tea Break
11.00 – 1.00pm	<ul style="list-style-type: none"> • What is project? / Project cycle • Understanding Site • Understanding management • Contract Management • Contractual relationships amongst parties • Role of parties • Introduction to PWD 203 • Introduction to FIDIC • S.O./S.O. representative • Contractor/Contractor representative
1.00 – 2.00 pm	Lunch Break
2.00 – 3.30pm	<ul style="list-style-type: none"> • Date of site possession • Commencement of work/ Quality • Performance bond • Insurances • Variations • Interim payments • Completion of works/ Extension of time / LAD • Understanding planning • Understanding scheduling
3.30 – 4.00pm	Tea Break
4.00 – 5.00pm	<ul style="list-style-type: none"> • Understanding S – Curve
Time – Day 2	Topic
8.00 – 10.30pm	<ul style="list-style-type: none"> • What is drawings? • What is specification? • Resources (8M) • W.B.S. • OSHA. • Site Diary • Surveying/setting out • Site supervision team • Relevant acts • Supervision of work (By law/BEM/Act 520)
10.30 – 11.00am	Tea Break
11.00 – 1.00pm	<ul style="list-style-type: none"> • CCC • Construction project manager/ Site supervisor/Skilled workers • Class exercise 1 • Planning & Scheduling, Execution, Monitoring & control of Works/ S - curve)
1.00 – 2.00pm	Lunch Break
2.00 – 3.30pm	<ul style="list-style-type: none"> • Continue class exercise/presentation
3.30 – 4.00 pm	Tea Break
4.00 – 5.00pm	<ul style="list-style-type: none"> • Act 520 • BEM • Factories & machineries Act • Method of statement • Soil investigation • Q & A
	End