



OSHM - HIRARC FOR SUSTAINABLE PLANTATION OPERATIONS

SPEAKER : ENCIK MOHD SABRE SALIM

DATE : 25 – 26 SEPTEMBER 2019

VENUE : ISP HEADQUARTES

**SUITE 3A01, LEVEL 3A, PJ TOWER, AMCORP TRADE CENTRE
18 PERSIARAN BARAT, 46050 PETALING JAYA, SELANGOR**

INTRODUCTION

Principle 3 Criteria 1 in MSPO clearly stated that all operations must comply with all relevant laws and regulations. Occupational Safety and Health Act 1994 (OSHA 1994) is automatically applicable for plantation operations. MSPO Principle 4 Criteria 4 requires management to manage Employees Safety and Health systematically with the risks of all operations shall be assessed, documented and practiced. The acceptable compliance indicator is Hazard Identification, Risk Assessment and Risk Control (HIRARC). HIRARC has become fundamental to the practice of safe work procedure in Standard Operating Procedure (SOP) for sustainable plantation management. Legislation also requires that this process should be systematic, recorded, reliable and complete as an approach of PREVENTIVE MEASURES as a way of managing Occupational Safety and Health (OSH). With HIRARC, one will be able to identify hazard, analyze and assess its associated risk and then apply the suitable control measures.

These TWO days training program will provide guidance on methodology of conducting HIRARC in plantation operations and practices.

TRAINING METHODOLOGY

Our approach is simple and easy to digest according to the levels of participants. Generally, few techniques will be adopted such as:

- Briefing, lectures and explanation
- Inquiry Technique / Question and answer Technique
- Video guide exercise
- Group work technique – brainstorming
- Workshop & presentation

TRAINING OUTCOMES

Participants will be able to:

- ✓ Aware the important of Employee Safety & Health at work place
- ✓ Analyze safety risks associated with estate practices
- ✓ Prepare Job Hazard Analysis for each of the estate job activities
- ✓ Develops HIRARC for plantation operations.
- ✓ Documenting HIRARC for plantation operations and practices
- ✓ Communicating Safe work procedures to employees
- ✓ Practice safe work procedure
- ✓ Improve general Standard Operating Procedures
- ✓ Comply with Sustainable Standard requirements
- ✓ Develops Key Safety Competencies for high performance employees
- ✓ Inculcate safe work culture
- ✓ Be a competent estate safety personnel

WHO SHOULD ATTEND?

All plantation personnel including

- Estate safety personnel
- Estates' executives such as Assistant Manager, Sr Assistant Manager & Manager
- Estates' Administration & Finance Executives, Cadet, Sr Field Supervisor/Conductor
- Plantation office (HQ) executives

REGISTRATION FEES

- ISP MEMBER RM550 (Inclusive of 6% SST)
- NON-MEMBER RM650 (Inclusive of 6% SST)

WHAT YOU WILL COVER?

DAY 1	MORNING SESSION (8.00 AM – 1.00 PM)	AFTERNOON SESSION (2.30 PM – 5.00 PM)
	<ol style="list-style-type: none"> Registration/ breakfast & Introduction to The Program Pre-Training Self-Test OSH Management in Sustainability Requirement <ul style="list-style-type: none"> Principle of Sustainable Plantation Management (MSPO) Managing OSH in Sustainability (MSPO) Safety Risk Concept in Plantation Operations <ul style="list-style-type: none"> Definition Likelihood Severity Planning & Conducting HIRARC in Plantation <ul style="list-style-type: none"> The Objectives Planning of HIRARC Activities Process of HIRARC 	<ol style="list-style-type: none"> Process of HIRARC in Plantation Operations <ul style="list-style-type: none"> Classify of Work Activities Hazard Identification – Health/Safety/Environmental Hazards Hazard Identification Technique & Assessment Methodology Analyze & Estimate Risk Risk Assessment Control <ul style="list-style-type: none"> Selecting Suitable Control Measures Types of Control Monitoring Control Safe Work Procedures PPE <p>Session Round-Up, Tea Break & Net Working</p>
DAY 2	MORNING SESSION (9.00 AM – 1.00 PM)	AFTERNOON SESSION (2.30 PM – 5.00 PM)
	<ol style="list-style-type: none"> Documenting HIRARC <ul style="list-style-type: none"> Responsibility & Accountability Documenting Process Activity: <ul style="list-style-type: none"> Video assisted learning Job Hazard Analysis (JHA) in Estate Practices Risk Calculation & Matching <p>Determining Risk Control Measures</p>	<ol style="list-style-type: none"> ACTIVITY: <ul style="list-style-type: none"> Video assisted learning Documenting HIRARC ACTIVITY: <ul style="list-style-type: none"> Video assisted learning Communication HIRARC <p>Session Round-Up, Tea Break & Closing</p>

CURRICULUM VITAE

MOHD SABRE BIN SALIM

QUALIFICATION

- Master in Business Administration (MBA) – UiTM/2006
- Bac Sc Agribusiness – UPM/1986
- Diploma in Agriculture – UPM/1983
- Advance Certificate in Training Management – NIOSH/2007
- Advance Certificate in Train the Trainer – NIOSH/2007
- Certificate in Train the Trainer – HRDF/2007 & CIDB/2014
- Certificate in Malaysian Sustainable Palm Oil (MSPO) Lead Auditor – DQS/2015
- Certificate in Malaysian Sustainable Palm Oil (MSPO) Peer Reviewer – MPOCC/2017

WORKING EXPERIENCE

Hands on experience in plantation management that includes field operations, finance & administration, trainings and other HR management for:

- East Asiatic Company / Hap Seng Plantation - (1986 – 1997)
- Putrajaya Holdings Sdn Bhd (Prang Besar) / Distinct Plantation (MKIC) - (1998 – 2001)
- Aikinmas Sdn Bhd, Bintulu (2002 – 2008)

Training and consultancy experience in plantation sector since 2004 till now - that includes

- TRAINING:
 - ✓ General management, leadership & financial management
 - ✓ Occupational safety & health management
 - ✓ Plantation (agriculture & agribusiness) management & field practices
 - ✓ Malaysian Sustainable Palm Oil (MSPO)
- CONSULTANCY:
 - ✓ Malaysian Sustainable Palm Oil (MSPO)
 - ✓ Estate field operations audit / estate visit
 - ✓ Plantation management / business
- CERTIFICATION AUDIT & PEER REVIEWER:
 - ✓ Malaysia Sustainable Palm Oil (MSPO)
 - ✓ Roundtable Sustainable Palm Oil (RSPO)
- EDUCATION:
 - ✓ Resource person for The Incorporated Society of Planters
 - ✓ Guest lecturer for local universities

REGISTRATION FORM

Please register the following personnel to attend the training as above.
Please photocopy for multiple bookings.

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25 - 26 SEPTEMBER 2019

ISP Headquarters

Suite 3A01, Level 3A, PJ Tower, Amcorp Trade Centre
No. 18 Persiaran Barat, 46050 Petaling Jaya, Selangor



Name: _____
I/C No.: _____
Email: _____
Member: RM 550.00 (Membership No.: _____)
Non-Member: RM 650.00

Special Dietary Requirement (Tick if applicable)

Vegetarian Others _____

Name: _____
I/C No.: _____
Email: _____
Member: RM 550.00 (Membership No.: _____)
Non-Member: RM 650.00

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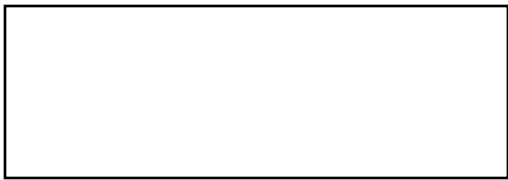
Special Dietary Requirement (Tick if applicable)

Vegetarian Others _____

Company Name: _____
Person in Charge: _____
Telephone: _____
Email: _____
Address: _____

Signature: _____

Company's Stamp



PAYMENT METHOD

- Cash (Walk in only)
- Online Transfer
- ATM Transfer
- Cheque/ Bank Draft
(Cheque/ Bank Draft No.: _____)
- Credit Card Visa Mastercard
Card No.: _____
Cardholder's Name: _____
Bank's Name: _____
Expiry Date: _____ / _____ (mm/yy)
Signature: _____ Date: _____

Amount: **RM** _____

Payment can be made to **ISP MANAGEMENT (M) SDN BHD** bank account **AMBANK ISLAMIC BERHAD/ AMBANK BERHAD 888-101-596-8511**

** Please return the registration form and provide proof of payment to emails below

TERMS AND CONDITIONS

- Request for cancellation must be made in writing.
- 100% refund will be made for written cancellation received **6 days before the day of the Seminar**. Refund will be issued after the Seminar.
- No refund will be given for cancellation received after the Seminar. However, replacement is acceptable; please forward the replacement name to emails below.
- The registration form serves as the official invoice.
- All membership subscription should be paid before the day of the Seminar to entitle for members' rate, or else, non-members' rate will be applied.

Registration must be done by faxing/emailing the registration form to the following:

CONTACT PERSON

For **REGISTRATION**: Ms. Siti NurNabilah Mohd Said
☎ 03-7955 5561 ☒ nabilah@isp.org.my

For **ENQUIRIES**: Mr. Rajindran Irusan
☎ 012-316 1280 ☒ rajindran@isp.org.my

