

Zero-Based Budgeting

for Plantation Senior
Management & Executives

HRDF Claimable



SPEAKER

MR. KENNETH KK TAN

MBA (UPM), FCCA (UK), FCPA (Aus.), CPFA (UK), CA (M), CPA (M)

14 MAY 2020

ISP HEADQUARTERS

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

LEARNING OBJECTIVES

A practical, one day course that shows how participants can use this technique to identify savings in budgets that can be realised and sustained and will challenge their thinking on the traditional budget process.

Traditionally budget setting has been the domain of the corporate planning department and with ever expanding budgets there have been few constraints applied to spending as a whole. Inflation plus has been the norm but the recent CSR changed all that and every business entity is now looking for ways to increase costs efficiency and reduce costs without damaging service.

This course helps delegates change their thinking about budgeting, making it a real process that supports the corporate financial objectives of the organisation and causes managers to think in depth about how their money is spent but more importantly why.

Delegates will leave this day with a refreshed view of what is possible and know how to deploy the techniques of ZBB comfortably.

METHODOLOGY

- Lectures
- PowerPoint Presentations
- Illustrations with case examples

REGISTRATION FEES

- ISP MEMBER RM500 (INCLUSIVE OF 6% SST)
- NON-MEMBER RM600 (INCLUSIVE OF 6% SST)

COURSE CONTENT

This course will enable delegates to:

Challenge their department's traditional budget thinking
Develop new solutions to the pressures of CSR
Produce tighter leaner budgets that they are confident of delivering

The seminar programme sessions are:

The current financial landscape
The problems with traditional budgeting
The need to understand data and demand
Analysing how people spend their time
Defining outputs and outcomes
Constructing a Zero Based Budget

WHO SHOULD ATTEND?

The facilitator has extensive practical experience in the management of the full budgetary process in both agribusiness, airline operations, service-based operations, telecommunication network industry and mining sector environment, so the course will benefit:

- ❖ Managers and staff with the responsibility of developing a budget to present to their Finance Department, Chief Executive or Board of Directors.
- ❖ Anybody who has responsibility for delivering savings and is constrained by budget and expenditure.
- ❖ Excellent starting point for those who do not have experience of the subject and wish to learn, including managers who need to understand their role in reducing costs.
- ❖ General Manager
- ❖ Financial Controller
- ❖ CFO, Visiting Agents

KENNETH KK TAN

MBA(UPM), FCCA(UK), FCPA(Aus.), CPFA(UK), CA(M), CPA(M), ASEAN CPA, MCIM(UK), F.Inst.Mgt.(UK), MMIM(M), MIIIE(USA), MIIA(USA), CMIIA(M)

Kenneth is currently a free-lance consultant and trainer. He has over 40 years of working experience in various industries both locally and abroad. He held many C-suite positions in the last 25 years in Malaysia and in a few other countries abroad including Africa. Kenneth is a sought after trainer and speaker, and has delivered many trainings and talks on Advanced Business Finance, Strategic Financial Management, Financial Management, Corporate Finance, Book-keeping & Accounting to a number of institutions of higher learning such as Tuanku Abdul Rahman College, Malaysian Institute of Management, The Malaysian Institute of Certified Public Accountants, The Incorporated Society of Planters, etc.

He has conducted in-house senior management development programs for a few conglomerates in Malaysia, Cambodia and Papua New Guinea. He was a speaker for business forums organized by the Government of The Kingdom of Cambodia, Thailand, and Liberia. He is the current examiner for ISP Module IV - Financial Management and concurrently the examiner for Module II - Book-keeping & Accounting/Book-keeping & Estate Accounts (new syllabus).

He has authored for The Incorporated Society of Planters 2 publications, namely (1) Book-keeping & Accounting Notes, and (2) Financial Management - A Practical Guide for Agribusiness professionals.

Working Experiences

1. Airline & Hospitality Industry – 22.5 years
2. Gaming & Hospitality Industry – 2 years
3. Telecommunication Industry – 2 years
4. Natural Resources Mining, Oil & Gas – 4.5 years
5. 3 MNC's/Conglomerates Agribusiness entities (Hap Seng Consolidated Berhad, PT Sinar Mas Agribusiness Resources TBK, Tradewinds Plantation Berhad) – 16 years (up to April 2018)

Professional Examiners Lecturer & Courses Facilitator

1. Course leader for Financial management paper for the Diploma in Management Program (DIMP) for The Malaysian Institute of Management in 1991
2. Course leader for Corporate Finance, Business Finance & Administration, Advance Financial Management, and Strategic Financial Manager for Tuanku Abdul Rahman College, Genting-Klang from 1991-1995
3. Facilitator for Advanced Business Management (final paper of the qualifying examination) of The Malaysian Institute of Certified Public Accountants from 2004-2006
4. Examiner for Module IV paper - Financial Management of The Incorporated Society of Planters since 2006



REGISTRATION FORM

Please register the following personnel to attend the training as above.

Please photocopy for multiple bookings.

Name: _____
 I/C No.: _____
 Email: _____
 Member: RM 500.00 (Membership No.: _____)
 Non-Member: RM 600.00

Special Dietary Requirement (Tick if applicable)

Vegetarian Others _____

Name: _____
 I/C No.: _____
 Email: _____
 Member: RM 500.00 (Membership No.: _____)
 Non-Member: RM 600.00

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 Non-Member: RM 600.00

Special Dietary Requirement (Tick if applicable)

Vegetarian Others _____

*** All fee inclusive of 6% Sales & Service Tax (SST) for Malaysians only.

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

Company's Stamp/
 Signature:

For office use only:

Date: _____ / _____ / _____
 Amount: _____
 Inv. No.: _____
 OR No.: _____

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.
- ❖ The Organisers shall not be held responsible for whatever cost (hotel reservation/ flight ticket) incurred by participants.
- ❖ The Organisers reserve the right to make changes to courses without prior notice whether in terms of date, time, venue or any other aspects.

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

CONTACT PERSON

For **ENQUIRIES**: Mr. Tharmaraj
 ☎ 03-7955 5561 ✉ rajindran@isp.org.my

For **REGISTRATION**: Ms. Siti Nurnabilah
 ☎ 03-7955 5561 ✉ nabilah@isp.org.my

DEADLINE
5 MAY 2020

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