

**THE INCORPORATED SOCIETY OF PLANTERS**

**MANAGEMENT OF FISP AWARD BY EXAMINATION**

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## 1. Eligibility

The minimum requirement for eligibility to apply to undertake the Fellowship programme as stated in clause 9.7 (page 7) of the TES Syllabus 2017 is that the candidate must have worked in the plantation or related industry as an executive level for a minimum of five (5) years. Additionally, the candidate should have obtained the AISP.

## 2. Application

The candidate should apply to the ISP with the following:

- Membership number and a copy of his/her AISP certificate
- Indicate the area to be covered and provide a title, synopsis (of at least 1000 words) of the proposed and provide some relevant reference.
- Also indicate place(s) where the project will be carried out etc.
- Suggest one or more names of potential supervisors i.e., senior management staff near or in your place of work (The supervisor is eventually needed to assure that the work was done by the candidate).

## 3. Consideration and approved by TES

- TES will consider the proposal (may seek opinion from others prior to its formal consideration).
- If approved, TES will also approve the suggestion or appoint an alternative supervisor and a technical advisor/consultant.

*(Note: Supervisor/Manager etc. at or near work place is to ensure that the work is done by the candidate. The Technical Advisor will give advice as needed. The candidate must maintain contact with the Supervisor and Advisor throughout the period of conduct of the research and writing. Supervisor will also vet the draft thesis.)*

4. **Fees** payable and commencement of project. The fee charged to the candidate is RM5,000. *(with special approval from the TES, half of the fees to be paid at the time of starting the project and the balance when the thesis is submitted.)*

## 5. Submission

On the completion of the project, the technical advisor has to review the thesis and on his/her final acceptance of the thesis, can be formalised and submitted to TES. The advisor should also provide a note of acceptance by the technical advisor. There should also be confirmation by the supervisor that the work was done by the candidate.

The candidate has to ensure that the fees has been paid in full and submit three (3) bound copies of the dissertation (thesis).

## 6. Evaluation

The TES will appoint one examiner to evaluate the dissertation. Once the examiner is satisfied, he/she will be joined by two others appointed by TES (i.e., a panel of three) at Forum. The candidate will orally defend his/her thesis by briefly presenting his/her findings (maximum of 30 minutes with slides) and this will be followed by questions by the team of examiners. Others interested can be present. The examiners will then decide on the grading.

### Note

Before finalising/submitting the thesis, the candidate must have published (at least some) the findings in *The Planter* or presented papers at ISP's Seminars/Conferences (with approval of TES). Under special circumstances, approval to publish in other international journals could be sought from TES: the approval would be subject to condition that the article once published in other journal(s) can be published in *The Planter* as "reproduced articles". (A minimum of one paper must be published.)

### Procedures for preparation of Thesis and submission

- The thesis should not be less than 150 pages and not more than 200 pages
- Pages (A4) sized paper; typed in double spacing.
- *The guidelines provided in two articles published in The Planter on " Guidelines to Writing Scientific Papers – Part I and Part II" are useful guidelines.*
- Table of contents is given as a guideline to assist in the writing of the thesis.

#### Contents (page)

	Page
• TITLE OF THESIS	
• ABSTRACT (about 300-500 words)	I
• ACKNOWLEDGEMENTS (This should include the name of the Supervisor and Technical Advisor/consultant)	IV
• LIST OF TABLES	V
• LIST OF FIGURES	VI
• LIST OF ABBREVIATIONS	VIII

#### CHAPTER

1. INTRODUCTION	I
1.1 Sub-heading 1	II..
1.2 Sub-heading 2	..
1.2.1 Sub-heading i	
1.2.2 Sub-heading ii	
1.3 Sub-heading 3	

#### Guide to writing scientific papers – Part 1

*The Planter* Vol 88 No.1038 (Page 657-670) and Part 2 in *The Planter* Vol 88, No.1039, page 747-758 of 2012 and authored by Pushparajah. E and S. Thavamalar, provide useful guidelines.

- 1.4 The problem
- 1.5 Approach to the problem

#### 2. REVIEW OF LITERATURE

- 2.1 Sub-heading 1
  - 2.1.1 Sub-heading 1
  - 2.1.2 Sub-heading 2
- 2.2 Sub-heading 2

#### 3. MATERIALS AND METHODS

3.1 Sub-heading 1 (e.g., materials or fertilizer trials)

3.2 Sub-heading 2 (e.g., soil analysis)

3.2.1 Sub-heading 1 (Physical)

3.2.2 Sub-heading 2 (Chemical)

3.3 Sub-heading 3 (e.g., Leaf samples)

3.3.1 Sampling

3.3.2 Sub-heading 2

3.4 Sub-heading 4

3.4.1 Sub-heading 1

#### 4. RESULT AND DISCUSSION

4.1 Sub-heading 1 (e.g., Response in relation to soil)

4.1.1 Sub-heading 1 (e.g., On poorly drained soil)

4.1.2 Sub-heading 2 (e.g., On well drained soil)

4.2 Sub-heading 2 (e.g., Response in relation to age of palm)

4.2.1 Sub-heading 1 (e.g., palm below 5 years)

4.2.2 Sub-heading 2 (e.g., palm 5-15 years old)

4.3 Sub-heading 3 (e.g., leaf analysis)

4.3.1 Sub-heading 1

4.3.2 Sub-heading 2

#### 5. SUMMARY, CONCLUSIONS AND RECOMMENDATION

#### 6. REFERENCE/BIBLIOGRAPHY/APPENDICES

e.g., Appendix 1

Appendix 2

#### 7. PAPERS ON CURRENT FINDINGS PUBLISHED

*(Note: Additional chapters can be included if necessary and it has to be before summary and conclusions)*

## Duties and Role

### 1. Supervisor

- The supervisor is to assist in providing or obtaining permission to allow the use of facilities for the research.
- To observe and confirm that the candidate actually did the research.

### 2. Technical Advisor

- To review the proposal and make suggestion, (if any) for improvement.
- Be available for consultation and provide advice throughout the period of research.
- On receipt of draft of thesis, (in parts or whole) to review and comment on need for improvement/changes (if/any) and provide some recommendations.
- To inform candidate and ISP when he/she is satisfied with the draft of the thesis.

### 3. Examiner

- To review the final thesis and give his/her views of acceptance.
- To be a member of the panel of reviewers to hear oral presentation (see below).

### 4. Panelist

- To have a copy of the thesis to enable them to “review” the thesis – mainly to know the contents and conclusion. (The Thesis copies have to be returned to ISP for depositing in the library.
- To attend the “panel session” and hear the oral presentation (30 minutes by the candidate)
  - Ask relevant questions, etc.
- The panelist will then meet and decide on the grading of the Thesis e.g., 1<sup>st</sup> class, 2<sup>nd</sup> class and 3<sup>rd</sup> class.  
(Note: The examiner will also be a member of the panel)

**Fees Involved**

Fees payable by candidate: RM5,000 (can be paid in two instalments: 50% initial payment at time of registering and balance of 50 % at time of submission of thesis).

## 1. Honorarium/expenses payable by FISP

- Supervisor RM300
  - Technical advisor RM1500  
(for continual advice and vetting thesis)
  - Examiner RM1,000 – for marking thesis + RM500 for panel = RM1,500
  - Panel/examiner RM500 each (2 x 500 = RM1,000)
- Subtotal RM4,300

## 2. Travelling and other claims/expenses RM700

Note: For reviewing a technical article (of up to 15 pages) for *The Planter* reviewer/assessor is paid RM400. Thus, the fees paid for reviewing a thesis of 150 to 200 pages is acceptable.

Thus, note above is to be deleted once the proposals are approved by TES and the ISP Board.