

# Occupational Safety and Health Coordinator (OSH-C)

Date : 14, 15 & 16 April 2025

Venue : Training Centre, Pertubuhan Ikatan Komuniti Selamat, Menara Ecoworld, Bukit Bintang City Centre, No. 2, Jalan Hang Tuah, 55100 Kuala Lumpur

## Introduction

*According to section 29A (1) of the Occupational Safety and Health Act 1994, any workplace in Malaysia that employs five or more employees shall appoint one Occupational Safety and Health (OSH) coordinator. Section 29(4) stipulates, failure to appoint an OSH coordinator will result in penalties not exceeding RM 50,000 or imprisonment not exceeding six months.*

## Learning Objectives

*By the end of the session, the competent OSH-Coordinator will be able to :*

- Explain the purpose, objective and importance of OSH-Coordinator in an organization*
- Perform duties as OSH-Coordinator in an organization*
- Understand the requirement of OSH Act 1994*
- Promote safety culture at the workplace and take reasonable action pertaining to OSH compliance*
- Manage and maintain OSH documents*

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## Course Module

### Day 1

**9.00 am - 9.30 am**

Topic 1 : Challenges and Realities in  
Small and Medium Size Industries

**9.30 am - 10.30 am**

Topic 2 : Introduction to the Department  
of Occupational Safety and Health  
& The Occupational Safety & Health  
Act 1994 (Akta Keselamatan dan  
Kesihatan Pekerjaan (AKKP) 1994)

**10.30 am - 10.45 am**

Tea Break

**10.45 am - 12.45 am**

Topic 3 : Basic Management of OSH in  
Small and Medium Enterprise

**12.45 pm - 1.45 pm**

Lunch Break

**1.45 pm - 3.45 pm**

Topic 4 : Chemical Management

**3.45 pm - 4.00 pm**

Tea Break

**4.00 pm - 5.30 pm**

Topic 5 : Introduction to Occupational Disease

### Day 2

**9.00 am - 10.00 am**

Topic 6 : Introduction to Work-Related  
Road Safety (WRRS)

**10.00 am - 10.30 am**

Topic 7 : Hazard Identification, Risk  
Assessment and Risk Control (HIRARC)

**10.30 am - 10.45 am**

Tea Break

**10.45 am - 1.15 pm**

Topic 7 : Hazard Identification,  
Risk Assessment and Risk Control  
(HIRARC) (cont.)

**1.15 pm - 2.15 pm**

Lunch Break

**2.15 pm - 3.30 pm**

Topic 7.1 : Hazard Identification,  
Risk Assessment and Risk Control  
(HIRARC) - Practical Session

**3.30 pm - 3.45 pm**

Tea Break

**3.45 pm - 5.30 pm**

Topic 7.1: Hazard Identification,  
Risk Assessment and Risk Control  
(HIRARC) - Practical Session (cont.)

### Day 3

**9.00 am - 10.30 am**

Topic 8 : Material Storage and Handling

**10.30 am - 10.45 am**

Tea Break

**10.45 am - 12.15 pm**

Topic 9 : Work Station Design and Lighting

**12.15 pm - 1.15 pm**

Lunch Break

**1.15 pm - 3.15 pm**

Topic 10 : Productive Machine Safety

**3.15 pm - 3.30 pm**

Tea Break

**3.30 pm - 4.30 pm**

Topic 11 : Premises and Work Related  
Welfare Facilities

**4.30 pm - 5.00 pm**

Q & A



PERSEKUTUAN MAJIKAN-MAJIKAN MALAYSIA  
MALAYSIAN EMPLOYERS FEDERATION



PERTUBUHAN IKATAN KOMUNITI SELAMAT  
ALLIANCE FOR A SAFE COMMUNITY



HRD Corp Claimable Courses  
No. : 10001468671

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## Speakers' Profiles

### Mr PrameKumar A/L V.N. Parameswaran Nair

Mr. PrameKumar is a certified OSHE trainer, advisor, and auditor with a Degree in Management and a Diploma in Safety and Health from Australia. He holds multiple certifications, including Lead Auditor for OHSAS 18001, ISO 45001, ISO 14001, and ISO 9000. Formerly Head of Occupational, Health & Environment at Monash University Malaysia (2008–2016), he established the OHS & Environment Department and implemented certified safety systems. He specializes in risk management, legal compliance, and crisis management. Now a freelancer, he provides expert OSHE training, audits, and advisory services.

### En Muhammad Shukri B. Adnan

With over 25 years of experience in manufacturing and human capital development, Muhammad Shukri holds a Bachelor's in Chemical Engineering from the University of Malaya. He has held key roles in operations, safety, and leadership, including OSH Manager and ASEAN Regional BBS Champion. An expert in ISO standards, HACCP, GMP, and safety management, he has consulted for SIRIM, Petronas Gas, and others. Certified under HRDC, he specializes in workforce training, operational efficiency, and fostering a strong safety culture.

### Engku Nasir B. Syed Mohamad

Engku Nasir holds a Master's in Occupational Safety and Health from Universiti Utara Malaysia and a Bachelor's in Science from Universiti Kebangsaan Malaysia. A certified HRDC trainer, he has conducted OSH training for various organizations and serves as an auditor for MSOSH and OSH audit programs.

Previously, he was HSEQ Manager at ExproPTI Group (2006–2015), overseeing health, safety, environment, and quality across Malaysia, Thailand, Vietnam, and Indonesia. His expertise includes compliance audits, quality assurance, risk management, and OSH training for the oil and gas industry.

#### Inquiries on Registration :

- 03-7498 7200
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Registration  
Scan The QR Code



Registration link:  
<https://forms.office.com/r/cvS3JvZfjS>

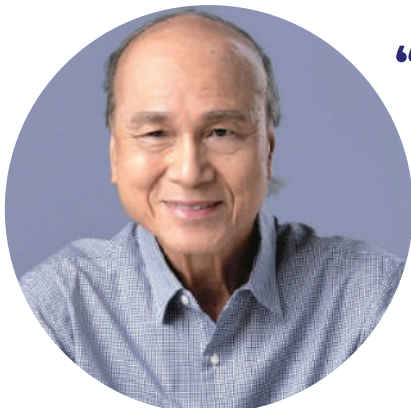
## Course Fee

RM856.00 per participant

- HRD Corp Claimable Courses Scheme; or
- Direct payment to : **Pertubuhan Ikatan Komuniti Selamat**
  - o Bank Account No. : **3819507424**
  - o Public Bank Berhad
  - o A copy of the transfer slip should be e-mailed to **tnc.ikatan@gmail.com**
- Any cancellations must be notified via email to Ms Musfirah at **musfirah@mef.org.my** or Ms Elize at **tnc.ikatan@gmail.com** at least 3 days prior to the session. Pertubuhan Ikatan Komuniti Selamat reserves the right to charge full fees for 'No Show'.

### Inquiries on Payment :

- Pertubuhan Ikatan Komuniti Selamat
- **tnc.ikatan@gmail.com**
- **019-226 7867**



**“Safety should be a cherished  
personal value,  
practiced by everybody”**

**Tan Sri Lee Lam Thye**  
Chairman and Founder  
Pertubuhan Ikatan Komuniti Selamat

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