

Safety360

EHS

CONFERENCE

2024

Your Path To A Safer & More Sustainable Workplace



SBL-KHAS SCHEME PROCEDURE FOR SAFETYWARE EHS CONSULTANCY SDN BHD

This training program is claimable under the SBL-KHAS Scheme. Safetyware will claim the course fee directly from the employer's account with HRD Corp. However, HRD Corp approval is required before the commencement of the program by submission via the eTRiS system under Skim Bantuan Latihan (SBL-KHAS). The company must make the FULL PAYMENT if no disbursement is received from HRD Corp (SBL-KHAS scheme) under any circumstances.

Procedures:

1. Pre-Training: Submission of Application via eTris

Employers must submit the training grant application for Safetyware EHS Consultancy Sdn Bhd's Safety 360 - EHS Conference 2024 via the eTRiS system prior to the start of the program.

Ensure that all relevant documentation, including the course agenda, trainer profiles, and expected learning outcomes, are included with the submission. Check that all fields in the eTRiS application are filled out accurately, as errors may cause delays in the approval process.

Course Title: Safety360 EHS Conference 2024
Course Serial Number: 10001465889

2. Approval from HRD Corp

Wait for approval from HRD Corp before proceeding with the training. Once approved, HRD Corp will send an official notification confirming the application approval.

Ensure to review this notification carefully for any specific conditions or requirements. The approval must be obtained at least 7 working days before the program commences.

3. Full Payment Commitment

If the company does not receive disbursement from HRD Corp, the full payment must be made to Safetyware EHS Consultancy Sdn Bhd before or on the event date. A late payment fee may apply for payments not made within the specified period.

Account No: 3-1766632-30
Name: Public Bank Berhad



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4. Post Training: Claim Process

After the completion of the training, the company must submit attendance sheets, feedback forms, and any other necessary documents to HRD Corp for claim purposes. Companies are advised to keep copies of all documents submitted to HRD Corp for future reference. Ensure that claims are submitted within 30 days of the completion of the training.

5. Replacement/ No Show

No replacement or refund is allowed for the program as per Safetyware EHS Consultancy Sdn Bhd's guidelines. No-show fees may be charged if the registered participant does not attend. In cases where a participant cannot attend due to an emergency, a written explanation must be provided within 48 hours after the event for HRD Corp's consideration.

6. Training Confirmation

A confirmation email, along with program details such as the agenda, venue, and any pre-course materials, will be sent to participants upon successful registration. Participants are encouraged to review the program information thoroughly and prepare any questions for the trainers ahead of time.

7. Training Evaluation & Continuous Improvement

Post-training evaluations will be conducted to assess participants' satisfaction and knowledge retention. The evaluation results will be analyzed to continuously improve the training experience for future programs. Employers are encouraged to share feedback with Safetyware EHS Consultancy Sdn Bhd regarding the overall experience of the SBL-KHAS scheme and any areas for improvement.

8. Key Detail for Employers

eTRIS Code: Please ensure that all relevant details, such as the eTRIS code for the Safety 360 - EHS Conference 2024, are correctly entered when submitting your training grant application.

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Training Provider MyCOID: 954196M (Safetyware EHS Consultancy Sdn Bhd)

For further inquiries or assistance, kindly contact Ms. Chow Shu Ting and Ms. Farah at 045023882 or email safety360@safetyware.com.my.