Training & Consulting Programs



unlimited Possibilities, Countless solutions...

Code	Subject
	Six Sigma Series
SS01	Understanding Six Sigma
SS02	ASQ Certified Six Sigma Black Belt (SSBB)
SS03	ASQ Certified Six Sigma Green Belt (SSGB)
SS04	ASQ Certified Six Sigma Yellow Belt (SSYB)

Quality Management Series

	Quality Management Series
QM01	Understanding ISO 9001Requirements
QM02	<u>Process-Based</u> Internal Quality Auditor for ISO9001 Quality Management System
QM03	Effective Audit Reporting Skills
QM04	<u>Lean</u> Document Control System for ISO 9001
QM05	Essentials Skills for Quality Management Representative
QM06	ISO9001 Quality Management System Lead Assessor Training
QM07	ISO/TS 16949 - A Strategy for Implementation
QM08	ISO/TS 16949 - Process Approach Internal Auditing
QM09	Supplier Auditor Certification on ISO/TS 16949
QM10	Production Part Approval Process (PPAP), Advanced Product Quality Planning (APQP) & Control Plan
QM11	ISO/TS 16949 Quality Management System Lead Assessor Training
QM12	Introduction to ISO 13485 - Medical Devices QMS
QM13	ISO 13485 Internal Audit Training
QM14	Understanding AS 9100 QMS Requirements
QM15	Internal Quality Auditor for AS 9100 QMS

Environmental Management Series

EM01	Understanding, Documenting & Implementing ISO 14001 Environmental Management System
EM02	<u>Process-Based</u> ISO 14001 Environmental Management System Internal Auditing
EM03	ISO 14001 Environmental Impact Assessment
EM04	Mastering Malaysia Environmental Law
EM05	Scheduled Waste Management
EM06	RoHS: Management of Environment Hazardous Substances
EM07	Essence of RoHS & REACH
EM08	ISO 14001 Environmental Management System Lead Assessor Training

Occupational Health & Safety Management Series

HS01	Understanding, Documenting & Implementing OHSAS 18001 Occupational Health & Safety Management System
HS02	<u>Process-Based</u> OHSAS 18001 Occupational Health & Safety Management System Internal Auditing
HS03	OHSAS 18001 Hazard Identification, Risk Assessment, Determine and Control (HIRADC)
HS04	OHSAS 18001 Occupational Health & Safety Lead Assessor Training
HS05	Understanding Malaysia Occupational Health & Safety (OH&S) Law
HS06	Effective Occupational Safety and Health (OSH) Committee
HS07	Understanding Material Safety Data Sheet (MSDS)
HS08	Hazardous Chemical Safety Program
HS09	Effective Application of Personal Protective Equipment (PPE)
HS10	Noise Exposure Conservation Techniques
HS11	Safe Handling of NITROCELLULOSE (NC)
HS12	Practical Emergency Response Planning (ERP)
HS13	Fire Fighting with Hose Marching
HS14	First Aid Life Saving Skills (with CPR)
HS15	Crane & Lifting Equipments Safety
HS16	Safe Handling of Forklift
HS17	Forklift Driving Certification Intensive
HS18	Effective Accident Investigation Control & Preventive Measures
HS19	Safe Working in A Confined Space
HS20	Electrical Fire Safety Program
HS21	Fire Safety & Evacuation Drill
HS22	Safe Operation with High Water Pressure Water Jet
HS23	Manual Handling & Ergonomics

Corporate Social Responsibilities Series

CS01	Introduction to Corporate Social Responsibility (CSR)
CS02	Understanding Social Accountability 8000 (SA 8000) Requirements

Integrated Management Series (Quality, Environment, Safety & Health and Corporate Social Responsibility) Series

IM01	Understanding, Documenting &Implementing Integrated Management System
IM02	Internal Auditor for Integrated Management System

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Code	Subject
	Energy Management Series
ER01	ISO 50001 Energy Management Systems (EnMS) Awareness
ER02	Understanding ISO 50001 Energy Management Systems (EnMS) Standard Requirements
ER03	Efficient Management of Electrical Energy Regulation (EMOEER)

Process Improvement Series

PI01	Single Minute Exchange of Die (SMED) Concept
PI02	Mistake Proofing with "Poka Yoke"
PI03	5S Principles and Implementation
PI04	Total Preventive Maintenance (TPM)
PI05	Value Stream Mapping (VSM)
PI06	Practical Statistical Process Control (SPC) for Process Improvement
PI07	Process Capability Studies
PI08	Quality Control Circle (QCC) for Continuous Improvement
PI09	Kaizen - The TOYOTA Ways
PI10	Geometric Dimensioning & Tolerancing (GD&T)
PI11	Advanced Geometric Dimensioning & Tolerancing (GD&T)
PI12	Practical Soldering Proficiency Training & Certification
PI13	Failure Mode and Effect Analysis (FMEA)
PI14	Certified Failure Mode and Effect Analysis (FMEA) Practitioner
PI15	Design for Manufacturing and Assembly

Laboratory Series

LL01	Understanding ISO/IEC17025
LL02	ISO/IEC 17025 Internal Auditing Training
LL03	Measurement Uncertainty
LL04	Effective Calibration Systems

Quality Skills Series

QS01	Basic QC/QA Skills and Knowledge for Operators and Inspectors
QS02	7 QC Tools - A Problem Solving Methodology
QS03	7 <u>New</u> QC Tools Advance Problem Solving Techniques
QS04	Professional Supplier Auditor <u>Intensive</u>
QS05	Best Practices in Supplier Quality Assurance
QS06	Corrective & Preventive Actions - An effective approach
QS07	Root Cause Analysis (RCA) Problem Solving Skills
QS08	Measurement Systems Analysis (MSA)
QS09	8-Disciplines (8D) - A Corrective Action Technique
QS10	Practical Application of Design of Experiments (DOE)
QS11	Advanced Design of Experiments (DOE)
QS12	Effective Sampling Techniques
QS13	Fault Tree Analysis
QS14	The Successful Application & Monitoring of Cost of Quality
QS15	Supplier Development and Management Program
QS16	Practical Total Quality Management (TQM)

People Development Series

PD01 Motivation: Dream It, Walk It, Believe It. PD01(BM) Program Motivasi Pekerja PD02 Effective Supervisory Skills Development PD02(BM) Kemahiran Penyeliaan yang Berkesan (Bahasa Malaysia) PD03 Team Building - Strengthening team spirit PD04 Enhancing Communication Skills - An Essential Ingredient for Success PD04(BM) Peningkatan Kemahiran Berkomunikasi (Bahasa Malaysia) PD05 Dynamic Leadership Skill PD06 Managing Absenteeism PD07 Effective Negotiation Techniques PD08 Superior Managerial Skills for Managers PD09 "High Impact" Presentation Skills PD10 Train the Trainer Intensive PD11 Forklift Safety Train-the-Trainer Intensive PD12 High Impact Team Building Instructors Program PD13 Customer Service Excellence PD14 Managing Your Time PD15 Impressing your Superior with Effective Administrative Skills PD16 Ultimate Warrior Boot Camp - Unleash your fullest potential PD17 Dare to Change! PD18 Breakthrough Human Resource Management Skills PD19 Achieving Organizational Excellence through Positive Work Attitudes PD20 Problem Solving & Decision Making Skills for Managers & Executives PD21 Effective Project Management Skills PD22 Secrets to Enhancing Interpersonal Skills PD23 Creating Positive Change Through Strategic Thinking	reopie Development Series	
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PD24 Managing Stress at Work		· · · · · ·
	PD24	Managing Stress at Work

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Code	Subject
	Human Resources Management Series
HR01	Project Management for Project Managers and Engineers
HR02	Professional Interview and Recruitment Skills
HR03	Interpreting Malaysia Employment & Industrial Relations Acts
HR04	Competence-Based Training Need Analysis (TNA) Program
HR05	Professional Security Personnel Training
HR06	Understanding Psychology in Organization - The Effective Approach for HR Management
HR07	Proper Contract Termination Procedures
HR08	The Power of An Effective Appraisal System - Draw Maximum Talents in your Employee
HR09	Handling Domestic Inquiry the Right Way
HR10	The Human Resource Professional <u>Intensive</u>

Office Skills Series

OS01	Working with Excel Spreadsheet - Basic
OS02	Working with Excel Spreadsheet - Intermediate
OS03	Working with Excel Spreadsheet - Advance
OS04	Presentation with Power Point - Basic
OS05	Presentation with Power Point - Intermediate
OS06	Presentation with Power Point - Advance
OS07	Managing Projects with MS Project - Basic
OS08	Managing Projects with MS Project - Advance
OS09	Writing Effective Technical Reports
OS10	Complete AutoCAD
OS11	MS WORD Application (Basics)
OS12	MS WORD Application (Intermediate)
OS13	MS WORD Application (Advance)

Supply Chain Management Series

SC01	Basics of Purchasing & Supply Chain Management
SC02	Purchasing & Supply Chain Management <u>Intensive</u> for Manufacturing Industries
SC03	Logistics & Material Management Intensive for Manufacturing Industries
SC04	World Class Total Supply Chain Management for Professionals
SC05	<u>LEAN</u> Supply Chain Management
SC06	Understanding Sales Tax & Customs Requirements
SC07	Practical INCOTERMS for Manufacturing Businesses
SC08	<u>LEAN</u> Warehouse Management
SC09	International Imports & Exports Practices
SC10	Cargo/Warehouse Security & Loss Prevention
SC11	Operasi Stor/Gudang Yang Berkesan (BM)
SC12	Effective Store/Warehouse Operations
SC13	Strategic Material & inventory Management for Manufacturing Industries
SC14	Custom-Trade Partneship Against Terrorism (CTPAT) Awareness
SC15	Strategic Procurement, Cost Reduction & Negotiation Skills

Financial Management Series

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FM01	Finance for Non Finance Executives
FM02	Costing for Manufacturing Industries
FM03	Financial Planning for Manufacturing Industries
FM04	Tax Audits, Investigations & Transfer Pricing in Malaysia
FM05	Withholding Tax and Cross Border Transactions
FM06	Goods & Services Tax (GST)

Information Technology & Management Information Systems Series

IT01	Basic Information Technology Module 1
IT02	Information Technology Module 2
IT03	PHP and MySQL
IT04	Linux Professional System Administration
IT05	Apache Web Server
IT06	IT Project Management

Food Safety Management System Series

FD01	Understanding ISO 22000 Food Safety Management System
FD02	Internal Auditing for ISO 22000 Food Safety Management System
FD03	HACCP Food Safety Management System Awareness
FD04	HACCP Internal Auditing
FD05	Good Manufacturing Practices & Sanitation Operating Procedures
FD06	Safe Food Handling & Sanitation Standard Operating Procedures

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Code	Subject
	Service Excellence Series
SE01	Basic/Advance Wine Specialization
SE02	Superior Food & Beverages Management
SE03	Retaining Customers through Exceptional Services
SE04	Effective Telecommunication Skills
SE05	Ultimate Customer Satisfaction Program
SE06	Basic Wine Training for Butler
SE07	Professional Butler for Hoteliers

Lean Series

LE01	Understanding Lean Manufacturing
LE02	Lean Value Stream Improvement
LE03	Lean Warehousing
LE04	Lean Supply Chain Management
LE05	Just-In-Time (JIT) Management

Lean Six Sigma Series

LS01	Understanding Lean Six Sigma
LS02	Certified Lean Six Sigma Yellow Belt (LSSYB)
LS03	Certified Lean Six Sigma Green Belt (LSSGB)
LS04	Certified Lean Six Sigma Black Belt (LSSBB)

TRIZ Series

TR01	Understanding TRIZ
TR02	Certified TRIZ Green Belt
TR03	Certified TRIZ Black Belt

Organizational Excellence Series

KP01	Key Performance Indicators (KPI's) Management for Organization Excellence
KP02	Breakthrough Results with Effective KPI Implementation
KP03	Effective Application of Balanced Scorecard

Electronics & Electrical Series

EE01	Understanding Electrostatic Discharge (ESD)
EE02	Practical Application & Control of Electrostatic Discharge (ESD)
EE03	Electrostatic Discharge (ESD) Auditing

All courses are SBL Approved

• Clients who wish to engage a Training Program which is not listed above, kindly contact us for further details

Kindly Contact us...

William Chong Managing Consultant

Tel: 012-7332366, 012-7032366

E- Mail: flexiplus@yahoo.com

william @Askflexiplus.com info@Askflexiplus.com

5389A Jalan Kenari 21 Bandar Putra 81000 Kulaijaya Johor Address:

Website: www.AskFlexiplus.com

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