



EXCELLENT FACTORY MANAGEMENT

January 14-15, 2026 (Wednesday-Thursday)

8.45 am – 5.00 pm **FMM Institute Perak**



The sustainable, continuous improvement of operations to gain a competitive advantage, lower costs and increase profit. That is the definition of an excellent factory.

Management need to be aware of the outcome of each of their action to ensure that it can remain excellent and move closer towards being a World-Class Manufacturer. It involves the planning and organising of people and task to effectively and efficiently meet the objectives. The principles of operations management has to be fully understood to able achieve this. Correct indicators are utilised to measure each achievement. It will help to facilitate the production of the required quality and quantity to meet those demanding customer requirements.

COURSE CONTENTS

1. THE MANUFACTURING INDUSTRY

- The purpose and function of the factory
- Business and Production Planning – a brief look
- Setting-up the factory – Consideration, Locations
- Be efficient and effective

2. PRODUCTION MANAGEMENT

- The Management Function
- Planning, Organising, Leading and Control
- The role of the Managers
- Managing People and Leadership styles

3. PLANNING AND ORGANISING

- Goals and Plans
- 4M and Structure
- Planning Tools
- Setting Meaningful Indicators

4. CONTROL

- People control
- Process control - Output
- Inventory control
- Financial control

5. THE SEVEN WASTE

- Waiting
- Motion
- Transporting
- Defect
- Over-processing
- Over-production
- Inventory

6. STANDARDS AND CERTIFICATION

- ISO and SIRIM
- IATF 16949:2016 Automotive
- Halal Certification
- GMP and HACCP

7. QUALITY MANAGEMENT

- Understanding quality and defect in manufacturing
- The role and function of quality department and staff
- The eight quality dimensions
- Sampling and Accepted Quality Level (AQL)

8. COMMUNICATION

- Channels of communication
- Barrier to communication
- Listening skills
- Understanding others

9. WORLD CLASS MANUFACTURING

- BenchMarking
- LEAN/ Six Sigma
- Kaizen Continuous Improvement
- 5S and Visual management
- The supply chain (JIT)

OBJECTIVES

At the end of this program, participant would be able to:

- Understand the role and functions of the Management Team
- Plan and Organise resources effectively to meet demands
- Use appropriate communication and leadership skills
- Set suitable indicators to ensure efficient use of resources

WHO SHOULD ATTEND

Managers, Executives, Supervisors and Leaders in the Factory

Enquiries – please contact
Ms Vaani / Pn Eda / Ms Harvindar
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✉ fmm_institute_perak@fmm.org.my

TRAINER

DR AHMAD FAUZI ABDUL WAHAB holds a Doctor of Philosophy in Family Economics and Management from UPM, an MBA from USM and a Bachelor Degree in Applied Science from Curtin University, Australia. In the past, he has conducted courses such as Management and Supervisory Development, Performance Appraisal, Project Management, Quality Awareness, Leadership & Team Building, Motivation, Communications, Time Management, KPI, Problem Solving Skills, Balanced Scorecard and Good Manufacturing Practices. His working experience includes being a Training Officer with Philips Audio Electronics, a Senior HR Officer with Philips Electronics Supplies, a HR Development Manager with Palmco Holdings and Unico Technology and a Program Manager with Solectron Technology.

DR FAUZI, a certified trainer registered with PSMB, is a regular speaker for University Malaya's Faculty of Education, School of Radiography (Hospital KL) and Jabatan Pembangunan Koperasi and has lectured at ITM Shah Alam's School of Arts & Design. During his employment with KODAK Malaysia, he has conducted the popular Audio Visual Workshop & Presentation Skills organized by KODAK for Trainers and Presenters. Since 1993 he has conducted courses for Body Fashion, Yamaha, Silitex, Southern Steel, Casuarina Beach Hotel, KOBE, Mitsuoka, Dai-ichi, AKN Industries, Isuta, MODENAS, MINDEF, MMI, Matsushita, Sharp-Roxy, Panasonic, Palmco, Sony, Yuasa Bateri, Singapore Air Security, Aicello Sanipak, Singapore Air Terminal Services (SATS) and many others.

Closing Date: JANUARY 7, 2026

COURSE DETAILS

Date **January 14-15, 2026 (Wednesday-Thursday)**
Time **8.45am - 5.00pm**
Venue **FMM Institute Perak,
No 1, Lorong Raja DiHilir, 30350 Ipoh, Perak**
Medium of Instruction **English**
CPD **14 hours**
Fees **Members RM1,134.00/pax** **Non-Members RM1,296.00/pax**
(Fees inclusive of Service Tax at 8%, Course Materials, Refreshment, Lunch and Certificate of Attendance)

ADMINISTRATIVE DETAILS

HRD CORP CLAIMABLE COURSE DETAILS

- Training Provider: **FMM Institute Perak** ■ MyCoID : **475427W_PERAK**
- HRD Corp Programme No: **Provided upon confirmation**

DISCLAIMER

The FMM Institute reserves the right to change the facilitator, date and to vary / cancel the course should unavoidable circumstances arise. All efforts will be taken to inform participants of the changes.

REGISTRATION

- Upon **Faxing/Mailing** the completed **Registration Form** to FMM Institute, you are **deemed** to have read and **accepted** the terms and conditions. The **course** would also be **deemed as confirmed** unless informed otherwise.
- Will be based on First-Come-First served basis.

PAYMENT

- Cheques** made in favour of "**FMM Institute**" should be forwarded to FMM Institute Perak.
- For **HRD Corp Claimable Course**, an **Attendance of 100%** is a **must**, in any case, **employers will be billed in full**.
- FMM Institute SST Registration No. **W10-1901-32000105**
- FMM Institute TIN No. **C10626805080**

CANCELLATION

Must be in Writing with Reasons ■ 7 days before the course – No payment charged ■ 3 – 6 days before the course - 50% payment charged ■ < 3 days before the course – Full payment charged ■ Participants who did not turn-up will be charged full payment ■ Replacements can be accepted at no additional cost

~ Registration Form ~

EXCELLENT FACTORY MANAGEMENT

FMM Institute

No 1, Lorong Raja DiHilir, 30350 Ipoh, Perak

Fax: 05-5488221

Dear Sir / Madam, please register the following participant(s) for the above programme.

1.	Name	Designation	
	NRIC	HP No	
2.	Name	Designation	
	NRIC	HP No	
3.	Name	Designation	
	NRIC	HP No	

(Please attach a separate list if space is insufficient)

We hereby confirmed that *(Please tick (✓) in appropriate box):-*

- We **will be claiming from HRD Corp** and full payment would made to FMM Institute in the event that no disbursement from HRD Corp under any circumstances
- We will **NOT BE CLAIMING from HRD Corp**. Enclosed cheque/bank draft No _____ for RM _____ being payment for _____ participant(s) made in favour of the "**FMM Institute**".

Submitted by:

Name:	Designation:		
Company:	Tel:		Fax:
Address:			
Email:	FMM Membership No		