



# ROLES AND RESPONSIBILITIES OF EHS COMMITTEE MEMBERS

**FEE**

**FMM MEMBER:**  
**RM1134.00/pax**

**NON - MEMBER:**  
**RM1350.00/pax**

(Inclusive of 8% service tax)

**12- 13 JANUARY 2026 | 8:30AM - 4:30PM**

**FMM SARAWAK BRANCH, LEVEL 5 (SOUTH), WISMA STA, 26, JALAN DATUK ABANG ABDUL RAHIM, 93450 KUCHING, SARAWAK**

## OVERVIEW

To provides the audience an understanding at the same time grasping the mandatory requirements under OSHA 1994 and elements covered under the ISO 45000 2018 and the setting of a safety committee at work place besides the role and functions of such a committee

## OBJECTIVES

- Safety First at Workplace is the Key Priority and management's commitment to achieve an accident free environment.
- A safe and accident free environment results in an highly motivated workforce that snowballs into improving overall productivity ,quality and cost for the organization.
- The ISO 45000 elements on Legal and other requirements as per under the Occupational Safety and Health Management.
- The role of the employer and employee in fulfilling the requirements of the set up of a safety Committee with defined roles and functions in line with OSHA 1994 requirements and those addressed under the relevant Acts is to ensure the safety of the employees at workplace at all times.

## TARGET PARTICIPANTS

Warehouse/Inventory Manager, Officer, Supervisor & Storekeeper, Administration Manager/Officer, Supervisor, Purchaser, Material Planner, Quality Controller, Auditor, Retailer & Small Entrepreneur

## FACILITATOR

### Mr Alagan Konasaigran

Mr Konasaigran Alagan holds a master's degree from New Zealand. After completing his education, he worked at a local university where he engaged in research projects funded by the International Tin Council. In 1985, he transitioned to a leading multinational glass manufacturer, where he has accumulated over twenty-five years of experience.

During his tenure, Mr Konasaigran has worked in various facets of production, including productivity/ process improve

## OUTLINE

- Introduction- Safety Awareness and Safety Culture at Work place
- Legal Compliances
- FMA 1967 and requirements and guidelines for Safety Committees.
- Compliances to NADAPOD 2004,,CIMAH 1996, USESCHH 2000 New OSH Class 2013
- Safety and Health Organizations at Workplace
- Establishment of Safety and health committee at place of work
- Functions of Safety and health committee
- Roles and Function of Safety Officer
- Accidents ,Investigation and Reporting
- Safety Audits and Behaviourial Safety at Workplace
- Safety KPI



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FMM SARAWAK OFFICE, WISMA STA, LEVEL 5, KUCHING, SARAWAK

**The Manager,**

**FMM Institute (475427W\_Sarawak),**

Tel: 082-332784 Fax: 082-332785 ,

Email: izzati\_hamzah@fmm.org.my / fmmsarawak@fmm.org.my

Dear Sir/Madam,

Please register the following participant (s) for the above programme:

(To be completed in BLOCK LETTERS)

PLEASE TICK  ACCORDINGLY:

**PSMB Scheme:**

HRD Corp Claimable Courses

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*(If space is insufficient, please attach a separate list)*

Registration is on a first-come first-served basis. Completed registration should be forwarded to FMM Institute before **January 5, 2026**. Completed registration form online, faxed, mailed or e-mailed to FMM Institute, would be deemed as confirmed.

Those who register but do not turn up for the programme will be billed accordingly. There will be no refund for cancellation within 2 days prior to the programme, 50% refund for cancellation between 3 - 6 days and full refund for cancellation 7 days prior to the programme. However, replacement will be accepted at no additional cost. FMM Institute reserves the right to cancel or reschedule the programme and all efforts will be taken to inform participants of any changes. Should the programme be cancelled or postponed, FMM Institute is not responsible for covering airfare, hotel or other travel costs incurred by the participants.

**We hereby confirmed that (please tick accordingly):**

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We will **NOT BE CLAIMING** from HRD Corp. Payment will be made to account payee **FMM Institute** by cheque or bank transfer to **Maybank Account No. 511083-105884**

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