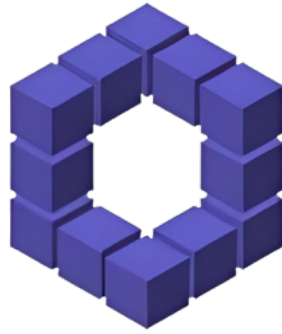


VISION TRAINING & CONSULTANCY SDN BHD (1291021K)



The Chartered
Institute of Logistics
and Transport

**TRAINING & DEVELOPMENT,
CONSULTANCY, COACHING,
CERTIFICATION & SHORT
COURSES**

**No. 2249A, Jalan Batu Sinar,
Taman Bandar Baru Kampar,
31900 Kampar, Perak. Malaysia**

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Professional Certification Program

Professional Certification in Logistics & Supply Chain Management

From

The Chartered Institute of
Logistics and Transport organized &
conducted by Vision Training & Consultancy
Sdn Bhd



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Institute of Logistics
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Public Training

A Prestigious Professional Certification from The
Chartered Institute of Logistics and Transport

**Practical Training on
Logistics & Supply Chain
Operations for Practitioners**

3 Days Professional Certification Program

HRDC CLAIMABLE

Benefits:

- Professional Certification from a Professional Body
- Free Membership with the Professional Body
- Comprehensive PowerPoint Presentation with PDF Notes
- Real-life Simulation and Case Study
- Face-to-face Interaction with Industry Practitioners with 30 Years of Experience in the Field
- Food & Beverages (lunch & tea breaks)
- Free visit to the port (applicable only if the number of participants reaches 20 or more)

Course Title:

Logistics Operations & Supply Chain Optimization



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TRAINING PROGRAM LIST

3 Days Short Course - Logistics

**Freight Forwarding
Practical/Hands On
Training for Logistics
Undergraduates**



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Institute of Logistics
and Transport**



TRAINING PROGRAM LIST

Shipping & Logistics Management

- 1. Logistics Operations & Supply Chain Optimization**
- 2. Authorized Economic Operator (AEO) Training Workshop**
- 3. AI-Powered Logistics Management for Service Providers**
- 4. Understanding LMW Licensing, Regulations, and Basic Infrastructure**
- 5. Generate AI for Supply Chain Management**
- 6. High-Performance Supervisory Skills for Logistics Practitioners**
- 7. Inventory Management in the Supply and Demand Chain**
- 8. Lean Warehousing**
- 9. Optimizing Procurement Cutting-Edge Sourcing Solutions**
- 10. Safety & Security in Logistics**
- 11. Unlocking Success in Global Logistics & Supply Chain Management - Fundamentals of Logistics and Supply Chain Management**
- 12. Unlocking Success In Global Trade Mastering Incoterms Best Practices**
- 13. Warehouse Mastery- Elevating Efficiency and Control**
- 14. Understanding Seaport Terminal Operations**
- 15. Radio Communications for Port Control Tower**
- 16. Fundamentals of Shipping Logistics for Non-Logisticians**
- 17. Strategic Planning for Logistics**
- 18. Logistics Operations & Management, Importation of Goods & Customs**
- 19. Mastering Incoterms 2020 (ICC)**
- 20. Risk Mitigation in the Logistics Brokerage Industry**



TRAINING PROGRAM LIST

Shipping & Logistics Management

- 1. Effective Order Planning & Executing in Imp Exp Trade**
- 2. Import Export Risks Assessment and Analysis Practices**
- 3. Work Ready Practical Training for Logistics**
Undergraduates - Comprehensive Logistics Operations
- 4. Fundamentals of Movement of Goods**
- 5. Risks Management in International Trade**
- 6. Trade Compliance in Importation & Exportation for Malaysia**
- 7. Global Trade - Financial Issues & The Chain Network**
- 8. Lean Logistics Management in Service Factor**
- 9. Lean Logistics Management in Manufacturing**
- 10. Global Shipping Management (3P's of Procedure, Practice & Performance)**
- 11. Mastering Shipping & Logistics Operations in Import Export**
- 12. Shipping Risks & Cost Reduction Practices**
- 13. Mastering Risk Mitigation in Freight Forwarding**
- 14. AI-Powered Logistics & Supply Chain Management**
- 15. Fundamentals of Global Logistics & Supply Chain Management**
- 16. Mastering Logistics Regulatory Customs Compliance**
- 17. Global Trade Mastery: Navigating Export & Import**
- 18. Mastering International Trade**
- 19. Import & Export Procedures and Documentation**
- 20. ESG in Logistics: Navigating Carbon Pricing, Renewables & Green Incentives in Malaysia**



TRAINING PROGRAM LIST

Safe Handling & Driving Skills

- 1. Forklift Safe Handling & Driving Skills**
- 2. Reach Truck Safe Handling & Driving Skills**
- 3. Behavior Based Safe Driving Techniques for Bus Drivers**
- 4. Behavior Based Safe Driving Techniques for Truck Drivers**
- 5. Overhead Crane Safety & Operations**
- 6. Road Transport Safety Officer (RTSO) Workshop**
- 7. Emergency Response Plan (ERP) for Truck Drivers with Table Top Exercise (TTX) Approach**
- 8. Compliance Training for SPAD ICOP for Truck and Bus Operators**
- 9. Awareness Training for ISO39001 Road Traffic Safety Management System (RTSMS)**
- 10. Training of Transportation of Dangerous Goods (DG Cargo) by Road as per ADR requirements**
- 11. Road Transport Safety Audits, Driving (In-cab) Assessment and Road Surveillance**
- 12. Driver Trainer & Assessor Program**
- 13. Road Traffic Crash Investigations Workshop**
- 14. Fatigue Management for Truck Drivers**



TRAINING PROGRAM LIST

Warehousing Skills

- 1.Modern Warehouse & Inventory Management**
- 2.Effective Warehouse Management I.R 4.0**
- 3.Effective Gemba, Inventory, Stores & Warehouse Management**
- 4.Materials Requirement Planning - Management & Inventory Control**
- 5.Lean Warehouse Management**
- 6.Storekeeping Functions and Storekeeper Roles**
- 7.Warehouse Management System (WMS)**
- 8.Distribution Management**
- 9.Material Management**
- 10.Basic Training on Assets Management ISO 55001 and Inventory**
- 11.Optimizing Warehousing in an Inventory Management Strategy**
- 12.AI-Powered Warehouse & Transportation Management**
- 13.Warehouse Mastery: Elevating Efficiency & Control**

Supply Chain Management Skills

- 1.Supply Chain & Logistics Management**
- 2.Lean Supply Chain Management**
- 3.Efficient Order Management - Order Receive to Order Fulfill**
- 4.Managing Risks and Disruption Global Supply Chain**
- 5.International Trade Management**
- 6.Operation Management**
- 7.Retail Operation Management**
- 8.Supplier / Vendor Relationship Management**
- 9.Futuristic Supply Chain**
- 10.Inventory Management in the Supply & Demand Chain**
- 11.Supply Chain Analysis**



TRAINING PROGRAM LIST

Procurement Skills

- 1. Understanding Purchasing & Procurement**
- 2. Effective Purchasing & Supplier Evaluation**
- 3. Procurement & Contracts Management**
- 4. Strategic Sourcing - 7 Steps for Better Procurement Value**
- 5. Effective Negotiation & Contract Management**
- 6. Negotiation Skillsets (Advanced Negotiation)**
- 7. Dynamics of Negotiation in Procurement**
- 8. Tendering & Evaluation Process**
- 9. Commercial Awareness - Key to Profitability**
- 10. Lean Procurement Management**
- 11. Developing Proficiencies in Procurement Management**
- 12. Managing Supply & Purchasing Contracts**
- 13. Managing RFP & RFQ in Purchase Supply Cycle**
- 14. Purchasing & Negotiating Effectiveness in Supply Chains**
- 15. Purchasing & Incoterms Management**
- 16. Competencies in Purchasing & Supply Management**
- 17. Supplier Relationship Management - Risks & Rewards**
- 18. Strategic Sourcing & Supply Management**
- 19. Procurement & Purchasing**
- 20. Procurement Banking**
- 21. Category Management in Procurement**
- 22. Effective Contract & Tender Management**
- 23. Procurement Fraud & Ethics**
- 24. AI-Powered Procurement & Supply Chain Management**
- 25. Effective Procurement Negotiation Techniques**
- 26. Optimizing Procurement: Cutting-Edge Sourcing Solutions**
- 27. Effective Purchasing Management & Negotiation Skills**
- 28. Procurement and Project Management**
- 29. Relationship Management and Negotiation with Stakeholders**
- 30. Project and Program Management Skills**



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TRAINING PROGRAM LIST

Soft Skills

- 1. Team Building**
- 2. Customer Relationship Management**
- 3. Essential Management Skills for Middle Managers**
- 4. Managing Gen Y**
- 5. Managing Gen Z**
- 6. Creative Thinking & Problem Solving & Decision Making**
- 7. Effective Communication in Team & Interpersonal Skills**
- 8. Achieving Workplace Excellence**
- 9. Productivity Improvement Through Effective Teamwork**
- 10. The 21st Century Supervisor**
- 11. Conflict Resolution at Workplace**
- 12. Ergonomics & Safety at the Workplace**
- 13. Effective Leadership**
- 14. Effective Communication & Negotiation Skills**
- 15. Dealing with Difficult Customers**
- 16. Quality Improvement through PDCA**
- 17. Coaching for Higher Performance**
- 18. CYBER - Collaborative Yield by Enhanced Relationship**
- 19. Digital Marketing - Zero to Hero**
- 20. Digital Marketing - Lead Generation using Social Media Marketing**
- 21. Stress Management**
- 22. Business Communication Skills**
- 23. Corporate Storytelling**
- 24. Critical and Creative Thinking Skills for Problem Solving**
- 25. Presentation Skills**
- 26. Stress Management**
- 27. Strategic Planning and Thinking Skills**



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TRAINING PROGRAM LIST

Soft Skills

- 1. Effective Email Writing**
- 2. Report Writing**
- 3. Effective Virtual Presentation**
- 4. Effective Coaching & Counselling Skills**
- 5. Leadership Skills for Managers**
- 6. Excellent Time Management**
- 7. Effective Key Performance Indicator (KPI) Setting for Managers**
- 8. Pembentukan Kerani Cemerlang**
- 9. Excellent Office Administrative Skills**
- 10. Pembentukan Penyelia & Line Leader yang Cemerlang**
- 11. Kaedah Efektif Menjalankan On-The Job Training yang Berkesan**
- 12. Pembentukan Sikap Pekerja Positif**
- 13. Essential Skills for New Managers**
- 14. Effective Filing, Records & Office Management**
- 15. Selling Skills**
- 16. Sales & Marketing Management**
- 17. Coaching: C-Levels Executive Decisions**
- 18. Coaching: Managing Fear**
- 19. Business Continuity Plan (BCP)**
- 20. Skills for Successful Negotiation**
- 21. Crisis Communication**
- 22. Introduction to Law, Contract & Tort**
- 23. Coaching: C-Levels Executive Decisions**



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TRAINING PROGRAM LIST

Soft Skills

- 1. Excellent Customer Service**
- 2. Successful Business Presentation**
- 3. Managing Customer Care**
- 4. Change Management**
- 5. Lean Concepts, Thinking & Applicability**
- 6. Dealing with Stress and Conflict Management**
- 7. Systematic 8D Problem Solving**
- 8. The Malaysian Tax, Sales and Service Tax**
- 9. Developing Strategic Management Implementation**
- 10. Strategizing Formulation of Business Plans**
- 11. Formulation of Company's Value Chain Mission**
- 12. Strategic Performance Evaluation & Control**
- 13. Written Communication**
- 14. Oral Communication**
- 15. Public Speaking**
- 16. Technical Communication**
- 17. Effective communication**
- 18. Interpersonal Communication**
- 19. Business Communication**
- 20. Intercultural Communication**
- 21. Conflict Management**
- 22. Creativity & Problem Solving**
- 23. Deal with Difficult Situations**
- 24. Emotional Intelligence**
- 25. Managing Customer & Supplier**



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TRAINING PROGRAM LIST

Soft Skills

- 1. Basic Entrepreneurship for Women**
- 2. Entrepreneur Coaching for Youth programs**
- 3. Entrepreneurship 101**
- 4. Workplace Communication**
- 5. English for Business Communication & Writing**
- 6. Conversational English and Grammar**
- 7. Content Writing for Business**
- 8. Creative Writing**
- 9. Corporate Storytelling**
- 10. Data Visualization & Storytelling**
- 11. Creative Storytelling and Presentation**
- 12. Game-Thinking and Presentation as Storytelling**
- 13. Presentation Skills**
- 14. Effective Leadership**
- 15. Leadership & Coaching**
- 16. Crisis Communication**
- 17. ESG Awareness**
- 18. ESG and Governance**
- 19. DEI Awareness**
- 20. Introduction to ESG**
- 21. ESG & Sustainability**
- 22. PR for SMEs**
- 23. PR & Crisis Communication & Management**
- 24. Managing Media**
- 25. Introduction to Law, Contract & Tort**



TRAINING PROGRAM LIST

Soft Skills

- 1. Effective Business Communications with AI Integration**
- 2. AI for Workplace Productivity**
- 3. Corporate Communications with AI Integration**
- 4. Building Customer Champions using AI**
- 5. Crisis Management using AI tools**
- 6. AI for Entrepreneurship**
- 7. AI for HR Excellence**
- 8. AI-Enhanced Leadership Mastery**
- 9. AI-integrated Sales and Negotiations**
- 10. AI Integrated Strategic Thinking & Supervisory Skills**
- 11. Human Rights Risk Management**
- 12. ESG & Sustainability (and other ESG-related trainings)**
- 13. ESG & Data Privacy Management**
- 14. Carbon Neutrality, Net Zero, GHG, Data Privacy**
- 15. Corporate Governance (and other Governance trainings)**
- 16. DEI Awareness (and other DEI-related trainings)**
- 17. Anti-Bribery & PDPA**
- 18. Entrepreneur Coaching for Women & Youth programs**
- 19. Entrepreneurship 101**
- 20. Effective Leadership**
- 21. Leadership & Coaching**
- 22. Leadership Communication Excellence**
- 23. Communicative Leadership**
- 24. Effective Workplace Communication**
- 25. PR for SMEs**
- 26. PR: Crisis Communication & Management**
- 27. Managing Media**



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TRAINING PROGRAM LIST

Safety & Health

- 1. Understanding Occupational Safety & Health (Amendment) Act 2020**
- 2. Emergency Response Team - ERT**
- 3. Emergency Preparedness & Response Planning**
- 4. Hearing Conservation**
- 5. Pandemic Preparedness & Response Planning**
- 6. PPE and Compliance**
- 7. HIRARC**
- 8. OSH Root Cause Analysis**
- 9. Accident & Incident Investigation, Recordings & Analysis**
- 10. Effective OSH Committee**
- 11. Chemical & Gas Storage Management**
- 12. Fire Drill & Command**
- 13. Chemical Safety & Spillage Control**
- 14. Process Safety Management**
- 15. Chemical Handling Safety Training**
- 16. ISO14001-2015 Environment Mgmt. System**
- 17. OHS-MS ISO 45001-2018 Internal Audit**
- 18. Safety Leadership & Culture Development**
- 19. Understanding OSH-MS ISO 45001-2018 Requirements**



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TRAINING PROGRAM LIST

Technology

- 1. Artificial Intelligence and IR 4.0**
- 2. Technology in Reality**
- 3. Internet Of Things**
- 4. AI Timeline**
- 5. Solving Real World Problems with Technology**
- 6. Data Analytics, Machine Learning and Beyond**
- 7. Robotic Process Automation Fundamental**
- 8. Embracing Technological Disruption**
- 9. Improving Productivity Through Artificial Intelligence (AI) and Chatgpt**
- 10. Smart Factory Awareness**
- 11. Fundamentals of Smart Manufacturing**
- 12. AI for Management (Documentation and Software)**
- 13. Prompting Power using Chatgpt for Letters, Grammar & Office Tasks**

Production & Manufacturing Operations

- 1. Production & Manufacturing Operations Management**
- 2. Effective Production Planning, Schedule & Inventory Control**
- 3. Good Manufacturing Practice (GMP)**
- 4. Lean Production & Manufacturing Management**
- 5. Operation Management for Manufacturing Plant**
- 6. TPM (Total Production Maintenance) on Process Equipment**
- 7. Equipment Reliability**
- 8. Total Production Maintenance**
- 9. Root Cause Analysis (RCA) & Maintenance**
- 10. Effective Production Operation Control**
- 11. Project Planning**
- 12. Production, Planning and Control**



TRAINING PROGRAM LIST

Quality Management System

- 1. Kaizen for Continuous Improvement**
- 2. 7 Basic Tools of Quality Control**
- 3. Memahami Penggunaan 7 Alat QC di Tempat Kerja**
- 4. Memahami 5S: Konsep dan Pelaksanaan**
- 5. Effective 5S training Workshop**
- 6. 8 Discipline Problem Solving & Quality Improvement Methodology**
- 7. Continuous Process Improvement**
- 8. ISO 9000 Quality System**
- 9. Total Quality Management**
- 10. FMEA - Failure Mode & Effects Analysis**
- 11. APQP/PPAP - Advanced Product Quality Planning / Production Part Approval Process**
- 12. Poka Yoke - Mistake Proofing**
- 13. Food Act of Malaysia 1983 - General and Nutritious Food Labelling Requirement**
- 14. Calibration & Measurement**
- 15. ISO 9001:2015 - Awareness Training**
- 16. ISO 9001:2015 - Internal Auditor Training**
- 17. ISO 9001:2015 - Risk Management & Assessment**
- 18. ISO 14001:2015 - Awareness Training**
- 19. ISO 14001:2015 - Internal Auditor Training**
- 20. ISO 45001:2018 - Awareness Training**
- 21. ISO 45001:2018 - Internal Auditor Training**
- 22. ISO 37001:2016 - Awareness Training**
- 23. ISO 37001:2016 - Internal Auditor Training**
- 24. ESG Awareness Training for A Sustainable Future**
- 25. Innovation & Continuous Improvement**
- 26. Halal Awareness**
- 27. Halal Audit Training**



TRAINING PROGRAM LIST

Quality Management System

- 1. Halal Internal Auditor Preparation**
- 2. 5W1H & 5 Whys**
- 3. Corrective & Preventive Action (CAPA)**
- 4. Cost of Quality (CoQ)**
- 5. DMAIC (Define, Measure, Analyze, Improve, and Control)**
- 6. Measurement System Analysis (MSA)**
- 7. Project Management**
- 8. Root Cause Analysis (RCA)**
- 9. Risks based Thinking & Management**
- 10. Single Minute Exchange of Die (SMED)**
- 11. Statistical Process Control (SPC)**
- 12. Total Productive Maintenance (TPM)**
- 13. Toyota Production System (TPS)**
- 14. Value Stream Mapping (VSM)**
- 15. 6 Sigma / Lean Six Sigma Green Belt**
- 16. ISO/IEC 17025 — Testing and calibration laboratories**
- 17. IPC A610H Acceptability of Electronic Assemblies**

Microsoft Office

- 1. Excel Beginner, Intermediate & Advance**
- 2. Word Beginner, Intermediate & Advance**
- 3. PowerPoint Beginner, Intermediate & Advance**
- 4. Power BI Desktop Essential for Business**
- 5. Teams & Outlook**
- 6. Excel Macro and Dashboarding**



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Technical Skills

- 1.Asas Kejuruteraan Elektrik untuk bukan Jurutera Elektrik**
- 2.Basic Electrical Technology for Technicians**
- 3.Electrical Engineering for Non-Electrical Engineers**
- 4.Essential Management for Engineers**
- 5.Improving Productivity for Industrial Engineer**
- 6.Steam Boiler Operations & Maintenance Management**
- 7.Power Plant Management**
- 8.Predictive & Preventive Maintenance**
- 9.Effective Spare Parts Management Technique**
- 10.PLC Training - Basic**
- 11.PLC Training - Intermediate with Conveyor and Touch Screen**
- 12.Pneumatic and Electro Pneumatics**
- 13.Motor Control 3 Phase**
- 14.Basic Electrical & Electronic**
- 15.Basic Soldering & Electronics**
- 16.Sensor Application**
- 17.Electrical and Electronics Troubleshooting Techniques**
- 18.Technical Report Writing for Engineers**
- 19.Leaders in Technology (Technical Leadership)**



TRAINING PROGRAM LIST

Human Resource Management

- 1. Sexual Harassment at the Workplace**
- 2. Personal Safety, Office Security & Workplace Harassment**
- 3. Conducting Effective Performance Appraisal**
- 4. Managing Poor Performers at the Workplace**
- 5. Understanding Misconduct & Conducting Effective Domestic Inquiry**
- 6. Managing Absenteeism at the Workplace**
- 7. Managing Discipline at the Workplace**
- 8. Functional HR in action - recruitment, interviewing and selection**
- 9. Managing Gen Y**
- 10. Managing Gen Z**
- 11. Effective Interviewing Skills for HOD's**
- 12. Conducting Competency-Based Training Needs Analysis**
- 13. Behavioral Based Interviewing Skill**
- 14. Recruitment, Onboarding and Employee Lifecycle**
- 15. Work Ethics**
- 16. Understanding Malaysian Labor Law**
- 17. Employment Act (Amendment) 2022**
- 18. Essentials of Employment for Non-HR Professionals**
- 19. Corporate Governance**
- 20. HR for Non-HR**
- 21. Training Needs Analysis for HR**
- 22. KPI and Performance**
- 23. Anti-Bribery & Corruption (MACC Act)**



TRAINING PROGRAM LIST

Accounting Skills

- 1.Accounting Procedures & Advance Accounting for Executives**
- 2.Full Sets of Accounting Bookkeeping**
- 3.Software Based Accounting: SAP, SQL Accounting & Payroll, OBM Accounting & Payroll, AS 400 Movex, Peachtree (Sage)**
- 4.Cloud-based accounting: AkaunBiz.com, Zoho Books, Bukku.my, Xero.com**
- 5.ERP & CRM System : Onpay, Ordersini.co, Saleskip**
- 6.Finance for Non-Finance Managers/Executive**
- 7.Basic & Advanced Accounting for Entrepreneurs**
- 8.E-Filing & EA Form Preparation**
- 9.Cashflow Management & Budgetary Planning**
- 10.Full Sets of Accounting using Cloud Accounting System**
- 11.Payroll & Income Tax calculation**
- 12.Pengurusan Kewangan untuk SME**
- 13.Sales & Service Tax (SST)**
- 14.E-Invoicing**

Security Management

- 1.Cybersecurity and Data Protection Awareness**
- 2.Penyelia dan Pengawal Keselamatan Professional**

ALL Programs Are HRDC CLAIMABLE



**The Chartered
Institute of Logistics
and Transport**

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