



JABATAN KESELAMATAN DAN KESIHATAN PEKERJAAN

SENARAI SEMAK
PENYEDIA LATIHAN BERDAFTAR KURSUS PENGURUSAN ERGONOMIK
CHECK LIST REGISTERED TRAINING PROVIDER ERGONOMIC MANAGEMENT COURSE

BAHARU / NEW

PEMBAHARUAN / RENEW

SILA SUSUN DOKUMEN PERMOHONAN SEPERTI BERIKUT:

PLEASE COMPILE APPLICATION DOCUMENTS AS FOLLOW:

1	Surat Permohonan <i>Application Letter</i>	
2	Borang Pendaftaran yang lengkap (Borang PLB Ergonomik) <i>Completed Registration Form (Ergonomic RTP Form)</i>	
3	Salinan Sijil Pendaftaran Syarikat dari Suruhanjaya Syarikat Malaysia (SSM) yang telah diperakui <i>Copy of the Company Registration Certificate from the Companies Commission Malaysia (SSM) which has been certified</i>	
4	Profil/Latar belakang Syarikat <i>Company Profile/Background</i>	
5	Carta Organisasi <i>Organisation Chart</i>	
6	Polisi Keselamatan dan Kesihatan <i>Safety and Health Policy</i>	
7	Borang Pendaftaran Tenaga Pengajar yang lengkap <i>A Complete Trainer Application Form</i>	
8	Pelan Pembelajaran (berdasarkan modul latihan) <i>Learning Plan (based on training module)</i>	
9	Slaid Persembahan (berdasarkan modul latihan) <i>Presentation Slide (based on training module)</i>	
10	Ujian bertulis <i>Writing Test</i>	
11	Borang Penilaian Peserta <i>Participant Evaluation Form</i>	
12	Penyimpanan Rekod Peserta <i>Participant Record Keeping</i>	
13	Salinan Surat Perjanjian Berkaitan <i>Copy of Relevant Agreements Letters</i>	
14	Dokumen sokongan <i>Supporting Documents</i>	

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