

## Member Circular No. 099/2010

Date : 22<sup>nd</sup> July 2010  
To : All SFFLA Members  
Attn : General Manager / Operations Manager

Dear Members,

**RE** Member Circular No. 099/2010

Date : 22<sup>nd</sup> July 2010  
To : All SFFLA Members  
Attn : General Manager / Operations Manager

Dear Members,

**RE: IMDG GENERAL AWARENESS TRAINING**

The Association would be organizing an IMDG General Awareness Training as detailed below:

Date : 31<sup>st</sup> July, 1<sup>st</sup> & 2<sup>nd</sup> August 2010 (3 days)  
Time : 9.00 am – 5.00 pm  
Venue : Wisma SFFLA  
Course Fees: RM 800.00

This course is approved by Marine Department Malaysia.

Non-members can attend this course subject to availability of seat with fees RM 1,200.00 per person.

For further information kindly refer to the attachment.

Thank you,  
Asmah Tamin  
SFFLA Secretariat

Attached (3 pages)

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Thank you,  
Asmah Tamin  
SFFLA Secretariat

Attached (3 pages)

Best Regards,

*Cindy Tan*

SFFLA Secretariat



Approved by:  
Marine Department Malaysia  
Cert. No: IMDG0005 A



*A Certificate  
of Attendance  
will be  
presented to  
all candidates*

## IMDG GENERAL AWARENESS TRAINING

**Date: 31<sup>st</sup> July, 1<sup>st</sup> & 2<sup>nd</sup> August 2010 (3 days)**  
**Time: 9.00 am – 5.00 pm. Venue: Wisma SFFLA**  
**Course Fees: RM 800.00 per person**

**LIMITED TO 16 PAX PER CLASS**

### Course Objective

To train shore based personnel in the understanding and application of the IMDG Code to enable them to safely and efficiently perform their job functions in the transport of dangerous goods by sea. It will be delivered as interactive modules tailored to general awareness training. It ensures compliance with IMDG Code.

### Course Outline

- Introduction to IMDG Code
- Classification of dangerous goods
- Documentation
- Limited quantities, exception
- Marking, labelling, placard
- Packages, construction & testing of packages
- Packing and segregation of Dangerous Goods into freight containers, road vehicles
- Port emergency response plan
- Segregation of Dangerous Goods
- Port By-Law
- Offering Dangerous Goods for transport
- Consignment procedures
- Preparing transport documents for Dangerous Goods
- Carrying Dangerous Goods in transport
- Construction and use of IMDG code
- Management of Dangerous Goods
- Factors affecting safe operations of Dangerous Goods – Design of warehouse
- Video presentation & Group discussion

## Course Leader

This course will be conducted by Mr. Edwin Gerald, former Assistant Manager – Dangerous Good Department, Port Klang Authority. He has been working in LPK for 29 years. He had been lecturing courses at LPK, FMM, Northport and Public Program.

## Registration Form



### IMDG General Awareness Training 31<sup>st</sup> July, 1<sup>st</sup> & 2<sup>nd</sup> August 2010

Yes! Please register the following delegate(s) for the course.

Name :( Dr/Mr/Mrs): .....

Title: .....

Name:(Dr/Mr/Mrs): .....

Title: .....

Organisation: .....

Address: .....

.....

.....

Nature of Business: .....

HRDF Claimable: Yes / No

Contact Person: .....

Tel No.: ..... Fax:.....

E-mail: .....

*Please photocopy for more delegates*

#### Methods of payment

Please send crossed-cheque payable to:

#### Selangor Freight Forwarders & Logistics Association

Wisma SFFLA, No 23, Jln Cemerlang, 42000 Port Klang.

Enclosed is our cheque for RM .....

Cheque No: .....

### COURSE REGISTRATION INFORMATION

Course Fee:

Member: RM 800.00

Non-Member: RM 1200.00

Important Notice:

#### Members must not defaulters in subscription fees.

Payment is required upon registration and must be received prior to the course commencement to guarantee your place.

#### Cancellation & Transfers

A substitute is acceptable at no extra charge. Please provide the name and designation of the substitute delegate at least 2 working days before the course.

The organiser reserves the right to make amendments and/or changes to the programme owing to unforeseen circumstances.

#### Course Venue and Information

WISMA SFFLA

23, Jalan Cemerlang

42000, Port Klang

Courses will be conducted from at 9.00am – 5.00pm

#### About the Organiser

SFFLA is the sole state body representing Selangor Freight Forwarders involving in all modes of transport and logistics including multimodal transport operators and ancillary freight forwarding service and Customs brokers.

SFFLA strongly believes in education and training particularly towards Vision 2020. SFFLA also offer various short courses, talks, seminars, workshops, and conferences for the benefits of member and non-members.

SFFLA Secretariat

Tel. No : (603) 3168 4363

Fax No : (603) 3167 5243

E-mail : [general@sffla.com](mailto:general@sffla.com)

## Course Schedule & Time Table

### (Day 1)

0900 - 1000	Introduction to the IMDG Course History of IMO and VISION History of SOLAS and objective History of IMDG Code Other Government Agencies involved In transportation of Dangerous Goods
1000 - 1030	TEA BREAK
1030 - 1130	Classification of Dangerous Goods
1130 - 1230	Documentation
1230 - 1300	Limited Quantities - Use of Dangerous Goods List Exceptions
1300 - 1400	LUNCH BREAK
1400 - 1445	Marking and Labelling of Packages including IBC's
1445 - 1530	Packaging – Construction and Testing of packages, IBC'S and Large Packaging
1530 - 1600	TEA BREAK
1600 - 1700	Packing and Securing of dangerous goods in CTU's

### (Day 2)

0900 - 1000	Port Emergency Response Plan
1000 - 1030	TEA BREAK
1030 - 1115	Segregation of Dangerous Goods / Exercises
1115 - 1145	Port By-laws
1145 - 1230	Audio visual on handling of dangerous goods in Port Area – Part 1 and 11
1230 - 1300	Offering dangerous goods for transport
1300 - 1400	LUNCH BREAK
1400 - 1430	Audio visual on safe keeping and securement of dangerous goods in dangerous goods in freight containers and vehicles
1430 - 1500	Consignment procedures
1530 - 1600	TEA BREAK
1600 - 1630	Preparing transport documents for dangerous goods
1630 - 1700	Carrying dangerous goods in transport

### (Day 3)

0900 - 1000	Construction and use IMDG code MATERIAL Safety Data Sheet – Elements
1000 - 1030	TEA BREAK
1030 - 1130	Management of Dangerous Goods
1130 - 1300	Group Discussion
1300 - 1400	LUNCH BREAK
1400 - 1500	Factors that Affect Safe Operations of Dangerous Good, Design of dedicated dangerous goods warehouse
1500 - 1530	TEA BREAK
1530 - 1700	Examination