



## MEMBERS CIRCULAR

8 November 2021

Ref 152/11/21

Dear Members

### SECURITY & SAFETY TRAINING (FOUNDATION), **DECEMBER 2021** ORGANISED BY PPK MALAYSIA

In view of the current health safety scenario in Malaysia, PPKM will be offering our security and safety training programme next month where we will address current pertinent issues in shopping malls. The programme is focused on shopping mall operations and the importance of effectively trained security personnel as they are the front-liners in our malls, especially as they are now required to be gatekeepers to control the entry of all shoppers. **Our training dates are as follows:**

**Dates: Wed 1 Dec and Thurs 2 Dec 2021**

**Time: 8.30 a.m. to 5.30 p.m. daily**

**Venue: Level 5, Cititel Hotel, Mid Valley City, Lingkaran Syed Putra, 59200 Kuala Lumpur**

The 2-day training sessions, conducted annually since 2006, will equip security and safety personnel from guard/officer/supervisor/executive levels in the basic procedures and knowledge required for the daily operations of shopping malls. Our trainers are sourced from senior in-house security personnel of prominent member malls with extensive working experience both in shopping malls and previously in the police force, as well as specialists from the industry.

It is our goal that all security and safety personnel are adequately trained and equipped with the basic knowledge for shopping mall operations. The seminar fees (inclusive of service tax) will be as follows:

	PPK members	Non-members
Registration (per person)	RM 742.00	RM 1,060.00
Group discounted rate (min. 3 pax from the same co.)	RM 667.80	RM 954.00

Further details of the Training Course are in the attached brochure and interested participants are requested to submit your registration at this link: <https://forms.gle/2pMjxspKppojuwr98> **latest by Monday, 22 November 2021.**

#### **Kindly note that the following SOPs will apply:**

- Registrations for the above courses will only be accepted for fully vaccinated individuals who will be required to show their digital vaccination certificate on their MySejahtera app to verify their full vaccination status and all participants (including speakers & crew) must also be fully vaccinated individuals
- Upon participants' arrival on Day 1, we will supply one (1) covid-19 rapid antigen self-test kit per person and participants will need to carry out their own COVID-19 RAPID ANTIGEN SELF TEST. The results should be displayed approximately 15 minutes after initiating the said test and they will need to show same to the organisers immediately before being allowed to join the training.

#### **Persatuan Pengurusan Kompleks Malaysia (PPK)**

##### Malaysia Shopping Malls Association

A608, 6th Floor, Lobby 2, No. 1, Jalan SS20/27, Damansara Intan, 47400 Petaling Jaya, Selangor D.E. Malaysia

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**E** [secretariat@ppkm.org.my](mailto:secretariat@ppkm.org.my)

**W** [www.ppkm.org.my](http://www.ppkm.org.my)

- In the event the self-test indicates participants are positive, they will be asked to leave immediately and refer to the health authorities for appropriate action
- Admittance to our seminars will be limited only to participants who are 'low risk' and 'casual contact, no symptoms'
- The use of the MySejahtera app is mandatory for participants to check-in, with temperatures of below 37.5°C
- Hand sanitisers must be used upon entry to the premises / masks must be worn correctly at all times during the seminar, except when eating and drinking / participants to maintain a physical distance of minimum 1m at all times
- In the event all/any of the above are not complied with and/or participants develop any symptoms, we reserve the right to refuse entry and/or they will be asked to leave immediately
- We will reconfirm registrations as soon as possible on a first-come-first served basis as the classroom size is subject to SOP requirements, but it is estimated that each class will be between 20-40pax. At the same time, we reserve the right to re-schedule any classes which do not meet the minimum requirements by the venue provider.

*We look forward to your close participation to ensure that your security and operations personnel are both effectively trained and kept updated so that shopping mall remain safe places for all patrons, and hope to receive your close support.*

In the meantime, you may contact us Tel: 03-7727 6232 if you require further information.

Thank you.

Yours faithfully

**PERSATUAN PENGURUSAN KOMPLEKS MALAYSIA (PPK)**



**VINCENT CHONG**

Security and Safety Sub-Committee Chairman

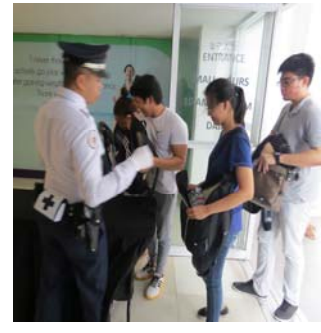
# SECURITY & SAFETY TRAINING –

Are your security personnel effectively **TRAINED** ?

Do they need **REFRESHER** courses ?

Are they responsive to **EMERGENCIES** and **THREATS** ?

**Wednesday,  
1 December 2021  
and Thursday,  
2 December 2021**



**Level 5  
Cititel Hotel  
Mid Valley City  
Lingkaran Syed Putra  
59200 Kuala Lumpur**

One just cannot stress enough on the importance of SECURITY and SAFETY aspects in public developments like shopping malls and high rise buildings (including office towers, condominiums, hotels, mixed developments etc.). In today's sophisticated shopping malls with current emphasis on health safety, there is a significant need to become more aware of security and safety issues and building owners and managers need to employ competent and trained staff to ensure their patrons' safety and security at all times.

**SECURITY GUARDS** are very often the first people patrons come into contact with on any incidents which happen in the car parks or buildings, so it is all the more important for the security staff you employ to be trained to respond appropriately especially in emergency or crisis situations.

PPK Malaysia has taken the proactive role to organize the above training course where building owners and managers employ both in-house and contract security personnel and may lack facilities or logistics for the training of security personnel.

## ORGANISER:

**PERSATUAN  
PENGURUSAN  
KOMPLEKS MALAYSIA  
(PPK)**

A608, 6th Floor, Block A  
Damansara Intan  
No. 1, Jalan SS20/27  
47400 Petaling Jaya  
Tel: 03-7727 6202

Email:

[secretariat@ppkm.org.my](mailto:secretariat@ppkm.org.my)

Website: [ppkm.org.my](http://ppkm.org.my)

## OUR trainers ~

Our trainers are all highly experienced and competent Security Managers and hands-on practitioners from the shopping mall industry and they include :

- **Hj. Ibrahim b Hj. Md. Yusof**, Sr Security Manager, BRDB Development, with more than 20 years exposure in the police force and retail industry;
- **Cdr (R) Khoo Kah Hooi**, Head of Polis Bantuan, Bandar Utama Corporation Centre, and who has served more than 10 years in the shopping industry and 28 years in the Royal Malaysian Navy specializing in ammunitions.
- **En Aiyob Shaharuddin**, Head of Security, Mid Valley City
- **En Zakaria b Abu Kassim**, Senior Security Manager, Mid Valley Megamall
- **Mr Tan Jin King**, Sr Operations Manager, Ekocheras Mall
- **Mr Lew Chieh Horin**, First Aid Trainer, St. John Ambulance, Malaysia an experienced trainer/facilitator with more than 20 years' experience in emergency response.

## Objectives:

- To educate security staff on the intricacies of specific situations – why, when & what etc.
- To create better awareness of the imperative need for both security and safety systems in our industry
- To train security staff to respond effectively
- To promote and encourage networking

## Who should attend ~

Security guards, Security and Safety Officers, Supervisors, Executives  
**INTERESTED ? Just phone or email us today !!**



# SECURITY & SAFETY TRAINING SEMINAR, DECEMBER 2021 (Foundation)

Dates: Wednesday, 1 Dec – Thursday, 2 Dec 2021  
 Venue: Level 5, Cititel Hotel, Mid Valley City  
 Lingkaran Syed Putra, 59200 Kuala Lumpur

## P R O G R A M M E

Day One		Day Two	
8.30 am	Arrival & Registration of participants		
8.45 am	Welcome Address by Mr Vincent Chong, Security & Safety Chairman, PPK Malaysia		
9.00 am	<b>Security and Legality</b> <u>Speaker:</u> Hj Ibrahim b Hj Md Yusof Sr Security Manager, Bandaraya Devt. <i>Questions &amp; Answers</i>	9.00 am	<b>Basic Fire &amp; Safety Procedures</b> <u>Speaker:</u> Cdr (R) Khoo Kah Hooi Head of Polis Bantuan Bandar Utama Corporation Centre <i>Questions &amp; Answers</i>
9.30 am	<b>Roles and Responsibilities of Auxiliary Police</b> <u>Speaker:</u> Hj Ibrahim b Hj Md Yusof Sr Security Manager, Bandaraya Devt. <i>Questions &amp; Answers</i>		
10.45 am	Morning Coffee Break	10.45 am	Morning Coffee Break
11.00 am	<b>Construction &amp; Renovations</b> <u>Speaker:</u> Hj Ibrahim b Hj Md Yusof Sr Security Manager, Bandaraya Devt. <i>Questions &amp; Answers</i>	11.00 am	<b>Basic Fire &amp; Safety Procedures (cont'd)</b>  <i>Questions &amp; Answers</i>
12.30 pm	Lunch Break	12.30 pm	Lunch Break
2.00 pm	<b>Case Studies</b> <u>Speaker:</u> Mr Tan Jin King Sr Operations Manager Ekocheras Mall <i>Questions &amp; Answers</i>	2.00 pm	<b>Investigations and Procedures/ The Current Crime Scenario</b> <u>Speaker:</u> En Zakaria b Abu Kassim Sr Security Manager, Mid Valley Megamall <i>Questions &amp; Answers</i>
2.45 pm	<b>Common Medical Emergencies &amp; Medical Crisis Management</b> <u>Speaker:</u> Mr Lew Chieh Horin First Aid Trainer St John's Ambulance, Malaysia <i>Questions &amp; Answers</i>	3.30 pm	<b>Current Security Status</b> <u>Speaker:</u> En Aiyob Shahrudin Head of Security Mid Valley City <i>Questions &amp; Answers</i>
3.30 pm	Afternoon Tea Break	4.15 pm	Afternoon Tea Break
3.45 pm	<b>Information Technology – CCTV Systems</b> <u>Speaker:</u> Mr Tan Jin King Sr Operations Manager Ekocheras Mall <i>Questions &amp; Answers</i>	4.30 pm	<b>Customer Service &amp; Public Relations</b> <u>Speaker:</u> Mr Vincent Chong Security & Safety Chairman PPK Malaysia <i>Questions &amp; Answers</i>
4.15 pm	<b>Crime Prevention &amp; Detection</b> <u>Speaker:</u> Mr Tan Jin King Sr Operations Manager Ekocheras Mall <i>Questions &amp; Answers</i>		
5.15 pm	End of Day One	5.30 pm	Closing Remarks End of Training

\* programme is subject to change at the discretion of the organiser