



# FMM INSTITUTE (Centre for Professional Development)

Wisma FMM, No. 3, Persiaran Dagang, PJU 9, Bandar Sri Damansara, 52200 Kuala Lumpur  
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## FMM CERTIFICATE IN SECURITY MANAGEMENT

### SBL SCHEME

This 8 - day certificate programme is designed to ensure supervisors and executives in the security department are equipped with the technically relevant knowledge and skills to effectively manage the dynamic security operations in their respective organizations.



### COURSE OBJECTIVES

This programme will: -

- Enable the participants to understand the changing security threat scenario in the business world.
- Enable the participants to motivate themselves in acquiring relevant knowledge and skills to face the changing threat scenario.
- Enable the participants to comprehend the tools and technologies currently available to mitigate the emerging risk and danger.
- Enable the participants to realize their potentials and contribution in the overall success of their business organizations.

### WHO SHOULD ATTEND

All Security employees who hold any responsible positions especially at supervisory and leadership positions and those security employees who are aspiring to upgrade themselves to supervisory and leadership positions. This course is also designed for Police Officers and Military Officers who are about to retire from the service and planning to go into the private sector for job employment as Security Supervisors or Executive or Managers

### ADMINISTRATIVE DETAILS

Contact days/Hours : 8 days/56 Hours  
Lecture days and hours: Sundays  
(9.00 am – 5.00 pm)  
Duration of programme : 2 months

### COURSE STRUCTURE

Date:  
Time: 9.00 a.m – 5.00 p.m  
Venue: **FMM Institute**  
2<sup>nd</sup> Floor, Wisma FMM  
No.3, Persiaran Dagang, PJU 9  
Bandar Seri Damansara,  
52200 Kuala Lumpur  
Fees: Member **RM 2500.00** per pax  
Non-Member **RM 2800.00** per pax  
(Fees include course materials only)

*Completed registration form, faxed, mailed or e-mailed to FMM Institute would be deemed as confirmed. There will be no refund or cancellation within 0-5 days prior to the programme, 50 % refund for cancellation between 6-9 days and full refund for cancellation 10 days prior to the programme. However, replacement can be accepted at no additional cost. The FMM Institute reserves the right to cancel or re-schedule the above programme and all efforts will be taken to inform participants of the changes.*



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Tel: 03-62867200 Fax: 03-62761316 E-mail: [hasnah@fmm.org.my](mailto:hasnah@fmm.org.my) / [anitha@fmm.org.my](mailto:anitha@fmm.org.my)

## **FMM CERTIFICATE IN SECURITY MANAGEMENT**

### **COURSE CONTENTS**

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- **Introduction to Industrial Security Setting**
- **Security Operations Management**
- **Physical Security – Balanced Security Approach**
- **Risk Management Basics**
- **Leadership and Interpersonal Skills**
- **Communications and Public Relations**
- **Radio Telephony and Reporting**
- **Security and the Law**
- **Safety and Accident Prevention**
- **Security Investigation Basics**
- **Electronic Surveillance and Detection**
- **Emergencies Preparedness**
- **Fire Protection system and Its Maintenance**
- **Evacuation Drills**



**REGISTRATION FORM**

**FMM CERTIFICATE IN SECURITY MANAGEMENT**

Sundays , Date: \_\_\_\_\_, Venue : FMM Institute, Kuala Lumpur

(To be completed in BLOCK LETTERS)

**A. PERSONAL PARTICULARS**

Full Name (Mr/Ms) : \_\_\_\_\_ NRIC No. : \_\_\_\_\_  
Designation : \_\_\_\_\_ Name of Company : \_\_\_\_\_  
Permanent Address : \_\_\_\_\_  
Correspondence Address : \_\_\_\_\_  
(if different from permanent address)  
Tel No. (H) : \_\_\_\_\_ (O) : \_\_\_\_\_ Fax No. : \_\_\_\_\_  
E-mail Address : \_\_\_\_\_ H/P No: \_\_\_\_\_  
Date of Birth : \_\_\_\_\_ Sex : \_\_\_\_\_ Age : \_\_\_\_\_ Nationality : \_\_\_\_\_ Race : \_\_\_\_\_

**B. EDUCATIONAL BACKGROUND**

Name of School / Institution	Years Attended		Highest Qualification Obtained
	From	To	
Secondary : _____	_____	_____	_____
College / University : _____	_____	_____	_____
Any Special Professional Course : _____	_____	_____	_____

**C. SPONSORSHIP**

Company Sponsored       Self Sponsored      Please Tick (√)

**D. SUBMITTED BY** (To be filled if sponsored by company)

SBL      Please Tick (√)

Name : \_\_\_\_\_ Designation : \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Company Address : \_\_\_\_\_  
Tel No. : \_\_\_\_\_ Fax No. : \_\_\_\_\_ E-mail Address : \_\_\_\_\_  
FMM Membership No: \_\_\_\_\_ PSMB Code No : \_\_\_\_\_

**E. DECLARATION**

**I hereby declare that the information provided is correct and complete.**

Signature of Participant: \_\_\_\_\_ Date: \_\_\_\_\_

**Payment Advice:**

Enclosed cheque/bank draft No. \_\_\_\_\_ for RM \_\_\_\_\_ being payment for \_\_\_\_\_ participant(s) made in favour of "FMM Institute".

**Please fax or mail the registration form to :**

Hasnah / Anitha      Tel : 03-62867200      Fax : 03-62761316  
Wisma FMM, No 3, Persiaran Dagang, PJU 9, Bandar Sri Damansara, 52200 Kuala Lumpur.  
E-mail : [hasnah@fmm.org.my](mailto:hasnah@fmm.org.my) or [anitha@fmm.org.my](mailto:anitha@fmm.org.my)      Website : [www.fmm.edu.my](http://www.fmm.edu.my)