

Institut Teknologi Petroleum PETRONAS (INSTEP)

# Learning Calendar 2023



Your Journey Starts Here



HRD Corp Claimable for selected INSTEP programmes  
All the course fee stated in this booklet EXCLUDES tax, unless stated otherwise



## Your Preferred Technical Learning Solutions Partner

We **accelerate** your competency development through **experiential learning**

We further support your **exceptional growth** because we care about your **technical competencies**

We **deliver** customised niche learning solutions anchored on **world-class facilities** and industry-experienced

# Empowered by Innovation



## Hands-on experiences and reflection

Interactive theoretical learning in classroom, hands-on-training at practical workshop and **experiential learning** at INSTEP's first-of-its-kind, **Upstream Downstream Training Plant (UDTP)** will complement your digital learning experience

## UDTP is the first-of-its-kind in the world

Upstream Downstream Training Plant (UDTP) simulates real Upstream and Downstream plant scenarios in safe environment and creates a **perfect ecosystem as testbed** to test and pilot new and **innovative technology development**



Selected INSTEP programmes are now **HRD Corp Claimable** and **more** will be registered and updated from time to time

## HRD Corp Claimable

Please **notify your respective HR focal** to apply for the grant before joining the training programme

Employers are advised to apply for the grant **at least five (5) working days before** participant(s) attend the training programme. Failure to do so may result in invalid claims to HRD Corp

Claim amounts may vary and is subjected to **HRD Corp Allowable Cost Matrix** calculations

## INSTEP is MBOT and EiMAS approved training provider

### Earn Your CPD Hours Today

INSTEP has been approved by Malaysian Board of Technologist (MBOT) as an **Approved Training Provider (ATP)** to deliver MBOT - certified training programmes for **Continuing Professional Development (CPD) hours** collection system. In MBOT, CPD is essential to renew the certificate of registration for Professional technologists and Certified Trainers only.

INSTEP has been conferred by Environment Institute of Malaysia (EiMAS) as an Approved Training Provider (ATP) to deliver CePIETSO-BP and CePSWaM programmes. We provide safety and environment certifications to support the business sustainability and operations.



# Public Learning Calendar

Click on the tab at the top  
to view our learning solutions

You can use search button in PDF  
to search for our programmes

# Glossary of Terms



INSTITUT TEKNOLOGI PETROLEUM PETRONAS  
**LEARNING CALENDAR**  
2023

**TCS** : Technical Certification Solutions

**F2F** : Face-to-Face Experiential Learning

**HRD Corp** : Human Resource Development Corporation

**NR** : Non-Residential

**R** : Residential



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## Technical Certification Solutions (TCS)



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INSTITUT TEKNOLOGI PETROLEUM PETRONAS  
**LEARNING  
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*Clickable content for  
quick access to programme*



# Technical Certification Solutions (TCS)

## TCS: Process & Analytical (P&A) – CePIETSO BP

INSTITUT TEKNOLOGI PETROLEUM PETRONAS  
**LEARNING CALENDAR**  
2023

Public

Event Maestro: Ahmad Syukri Abdul Rahman +609 – 668 6045 +6010 – 800 3569 ahmadsyukri.abdrahma@petronas.com	Prog. Type	Venue	HRD Corp Claimable	Course Fee (RM)	Min Pax	Max Pax	Duration (Days)	2023											
								Jan	Feb	Mac	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1 Certified Environmental Professional in the Operation of Industrial Effluent Treatment Systems (Biological Process)- CePIETSO BP	F2F (NR)	INSTEP	Yes	5,000	10	25	5	8-12	12-16 26/2-2/3	12-16		7-11 21-25	18-22	9-13 23-27	6-10	3-7 17-21	22-26	5-9 26-30	10-14

Notes:

- Find out more regarding this programme here → [https://www.instep.my/wp-content/uploads/2023/01/CePIETSO-BP-Brochure-2023\\_rev2.pdf](https://www.instep.my/wp-content/uploads/2023/01/CePIETSO-BP-Brochure-2023_rev2.pdf)
- Scan here for manual registration →



- Course fee stated above EXCLUDES tax
- HRD Corp Claimable for selected INSTEP programmes
- Neither PETRONAS nor INSTEP, has authorised any agency appointment for INSTEP training enrolment



# TCS: Mechanical & Inspection (M&I) – OSR Inspector

INSTITUT TEKNOLOGI PETROLEUM PETRONAS  
**LEARNING CALENDAR**  
2023

Public

Event Maestro:	Wan Mohd Sabri Wan Yahya +609 – 6686 070 +6013 – 948 9411 sabri.yahya@petronas.com.my	Prog. Type	Venue	HRD Corp Claimable	Course Fee (RM)	Min Pax	Max Pax	Duration (Days)	2023											
									Jan	Feb	Mac	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1	OSR Inspector: Atmospheric Storage Tank	F2F (NR)	KL	Coming Soon	2,000	5	10	1						11				7		
2	OSR Inspector: Fired Pressure Vessel Inspection	F2F (NR)	KL	Coming Soon	4,700	5	10	3							13-15			10-12		
3	OSR Inspector: Hoisting & Lifting Equipment	F2F (NR)	KL	Coming Soon	3,300	5	10	2		22-23						24-25				
4	OSR Inspector: HSE MS	F2F (NR)	KL	Coming Soon	3,200	5	10	2		14-15							15-16			
5	OSR Inspector: Non Destructive Testing	F2F (NR)	KL	Coming Soon	3,300	5	10	2						8-9				11-12		
6	OSR Inspector: OSR Competency Assessment	F2F (NR)	KL	Coming Soon	1,200	5	10	1				1					28			
7	OSR Inspector: OSR MS	F2F (NR)	KL	Coming Soon	3,200	5	10	1.5		15-16							16-17			
8	OSR Inspector: Piping Inspection	F2F (NR)	KL	Coming Soon	3,300	5	10	2						30-31		26-27				
9	OSR Inspector: Risk Based Inspection	F2F (NR)	KL	Coming Soon	3,300	5	10	2							21-22			2-3		
10	OSR Inspector: Unfired Pressure Vessel Inspection	F2F (NR)	KL	Coming Soon	4,700	5	10	3							3-5		19-21			
11	OSR Inspector: Welding Technology	F2F (NR)	KL	Coming Soon	3,300	5	10	2							7-8			23-24		

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# TCS: Mechanical & Inspection (M&I) – Plant Management System Qualified Person (PMSQP)

INSTITUT TEKNOLOGI PETROLEUM PETRONAS  
**LEARNING CALENDAR 2023**

Public

Event Maestro: Wan Mohd Sabri Wan Yahya +609 – 6686 070 +6013 – 948 9411 sabri.yahya@petronas.com.my	Prog. Type	Venue	HRD Corp Claimable	Course Fee (RM)	Min Pax	Max Pax	Duration (Days)	MBOT CPD Hours	2023												
									Jan	Feb	Mac	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
1 PMSQP: Compliance to FMA 1967 and Regulations	Online	MS Teams	Coming Soon	900	7	20	2	Coming Soon		14-15				12-13			11-12				
2 PMSQP: Compliance to Regulations Under OSHA 1994	Online	MS Teams	Coming Soon	900	7	20	2	Coming Soon				10-11			9-10		25-26				
3 PMSQP: ISO 45001:2018 Requirements	Online	MS Teams	Coming Soon	1,900	10	20	2	Coming Soon													
4 PMSQP: ISO 45001:2018 Lead Auditor (IRCA & CQI Certified)	Online	MS Teams	Coming Soon	5,100	8	8	5	Coming Soon	16-20	20-24	13-17	10-14	22-26	19-23							
5 PMSQP: Plant Management System (PMS)	F2F (NR)	KL	Coming Soon	4,300	8	20	4	Coming Soon					22-25			7-10			20-23		
	Online	MS Teams	Coming Soon	1,600	8	15	4	Coming Soon						19-22		21-24					
6 PMSQP: Governance Competency Assessment	Online	MS Teams	Coming Soon	400	5	20	1	Coming Soon		30			15			21					
7 PMSQP: PV and Piping Inspection	F2F (NR)	KL	Coming Soon	3,500	8	15	3	Coming Soon				8-10			25-27		19-21				
8 PMSQP: Non-destructive Testing	F2F (NR)	KL	Coming Soon	2,700	8	15	2	Coming Soon				22-23			7-8			6-7			
9 PMSQP: Risk Based Inspection	F2F (NR)	KL	Coming Soon	2,700	8	15	2	Coming Soon					7-8	26-27		6-7					
10 PMSQP: Hoisting & Lifting Equipment Inspection	F2F (NR)	KL	Coming Soon	2,700	8	15	2	Coming Soon				8-9	14-15				30-31				
11 PMSQP: Safe System of Works (SSOW) Part 1	F2F (NR)	KL	Coming Soon	2,700	8	15	2	Coming Soon				30-31				4-5					
12 PMSQP: Safe System of Works (SSOW) Part 2	F2F (NR)	KL	Coming Soon	3,500	8	15	3	Coming Soon				8-10		5-7							
13 Process Safety Management	F2F (NR)	KL	Coming Soon	2,700	8	15	2	Coming Soon				15-16			28-29						
14 Process Safety Risk Assessment	F2F (NR)	KL	Coming Soon	3,500	8	15	3	Coming Soon				22-24		19-21							

- Course fee stated above EXCLUDES tax
- HRD Corp Claimable for selected INSTEP programmes
- Neither PETRONAS nor INSTEP has authorised any agency appointment for INSTEP training enrolment



# TCS: Electrical – IECEx Competency Training Programme & Assessment

INSTITUT TEKNOLOGI PETROLEUM PETRONAS  
**LEARNING CALENDAR 2023**

Public

Event Maestro: Adam Yusof +6017 – 368 2595 adam.yusof@petronas.com.my			Prog. Type	Venue * (May be Inclusive of Experiential Learning at UDTP)	HRD Corp Claimable	Course Fee (RM)	Min Pax	Max Pax	Duration (Days)	2023											
										Jan	Feb	Mac	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1	IECEx Unit Ex001 Competency Training Programme & Assessment **	F2F (NR)	KL	Yes	5,100	5	10	2										16-17			
2	IECEx Unit Ex001 & Ex003 Competency Training Programme & Assessment **	F2F (NR)	INSTEP*	Yes	8,600	5	10	4										16-19			
3	IECEx Unit Ex001, Ex007 & Ex008 Competency Training Programme & Assessment **	F2F (NR)	INSTEP*	Yes	8,900	5	10	4							12-15		27-30				
4	IECEx Unit Ex001, Ex003, Ex007 & Ex008 Competency Training Programme & Assessment **	F2F (NR)	INSTEP*	Yes	11,800	5	10	5									20-24		29/10-2/11		
5	IECEx Unit Ex001, Ex004, Ex007 & Ex008 Competency Training Programme & Assessment **	F2F (NR)	INSTEP*	Coming Soon	11,800	5	10	5										19-23			
6	IECEx Unit Ex001 & Ex009 Competency Training Programme & Assessment **	F2F (NR)	KL	Yes	9,800	5	10	4										9-12			
7	IECEx Refresher (Exclude Examination)	F2F (NR)	INSTEP*	Coming Soon	700	5	10	3											Upon Request (Click to Enquire)		

- Course fee stated above inclusive of assessment\*\* but EXCLUDES tax
- The assessment date is subject to SIRIM's availability
- HRD Corp Claimable for selected INSTEP programmes
- Neither PETRONAS nor INSTEP has authorised any agency appointment for INSTEP training enrolment



## TCS: Electrical – Chargeman Programme

INSTITUT TEKNOLOGI PETROLEUM PETRONAS  
**LEARNING CALENDAR 2023**

Public

Event Maestro: Wan Mohd Sabri Wan Yahya +609 – 6686 070 +6013 – 948 9411 sabri.yahya@petronas.com.my	Prog. Type	Venue * (May be Inclusive of Experiential Learning at UDTP)	HRD Corp Claimable	Course Fee (RM)	Min Pax	Max Pax	Duration (Days)	2023												
								Jan	Feb	Mac	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
1   A0 Chargeman	F2F (NR)	INSTEP*	Yes	16,200	7	20	80													
2   A4 Chargeman	F2F (NR)	INSTEP*	Yes	18,000	7	20	100													
3   B0 Chargeman	F2F (NR)	INSTEP*	Yes	20,000	6	20	100													
4   B4 Chargeman	F2F (NR)	INSTEP*	Yes	23,800	5	20	100													
5   Low Voltage Overhead Lines	F2F (NR)	INSTEP*	Yes	2,900	4	20	10													
6   High Voltage Overhead Lines	F2F (NR)	INSTEP*	Yes	3,700	4	20	13													
7   Low Voltage Generator And Synchronizing	F2F (NR)	INSTEP*	Coming Soon	2,000	N/A		10	<a href="#">Upon Request (Click to Enquire)</a>												
8   High Voltage Generator And Synchronizing	F2F (NR)	INSTEP*	Coming Soon	1,900	N/A		10													
9   Refresher & Referral Examination	F2F (NR)	INSTEP*	Coming Soon	1,300	N/A		5													
10   Referral Examination	F2F (NR)	INSTEP*	Coming Soon	400	N/A		1													

- Course fee stated above EXCLUDES tax
- HRD Corp Claimable for selected INSTEP programmes
- Neither PETRONAS nor INSTEP, has authorised any agency appointment for INSTEP training enrolment



## TCS: Instrumentation



Event Maestro: Adam Yusof +6017 – 368 2595 adam.yusof@petronas.com.my		Prog. Type	Venue * (May be Inclusive of Experiential Learning at UDTP)	HRD Corp Claimable	Course Fee (RM)	Min Pax	Max Pax	Duration (Days)	2023											
									Jan	Feb	Mac	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1	Certified Personnel for Metering Validation and Calibration Competency Programme	F2F (NR)	INSTEP*	Yes	5,900	4	8	5					18-22		20-24		22-26			
2	Instrument Fitter	F2F (NR)	INSTEP*	Yes	3,200	4	8	4							18-21					

- Course fee stated above EXCLUDES tax
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# TCS: Health, Safety & Environment (HSE) – CePSWaM

INSTITUT TEKNOLOGI PETROLEUM PETRONAS  
**LEARNING CALENDAR**  
2023

Public

Event Maestro:			Prog. Type	Venue	HRD Corp Claimable	Course Fee (RM)	Min Pax	Max Pax	Duration (Days)	2023											
1)	Ahmad Syukri Abdul Rahman	+609 – 6686 045 +6010 – 800 3569 ahmadsyukri.abdrahma@petronas.com								Jan	Feb	Mac	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1	Certified Environmental Professional in Scheduled Waste Management (CePSWaM)	F2F (NR)	INSTEP	Yes	3,750	10	25	5		7-11		13-17		1-5							
		F2F (NR)	KL	Yes	3,750	10	25	5	9-13			24-28		11-15		27/11-1/12					
		F2F (NR)	Selangor	Yes	3,750	10	25	5		20-24		15-19		2-6	21-25						
		F2F (NR)	Johor Bahru	Yes	3,750	10	25	5				18-22		17-21	22-26						
		F2F (NR)	Kuantan	Yes	3,750	10	25	5				10-14									
		F2F (NR)	Pulau Pinang	Yes	3,750	10	25	5		6-10		22-26		7-11						4-8	
		F2F (NR)	Kota Kinabalu	Yes	3,750	10	25	5				31/7 - 4/8									
		F2F (NR)	Miri	Yes	3,750	10	25	5			6-10									11-15	
		F2F (NR)	Kelantan	Yes	3,750	10	25	5				12-16									
		F2F (NR)	Negeri Sembilan	Yes	3,750	10	25	5			13-17			19-23							

Notes:

- Find out more regarding this programme here → [https://www.instep.my/wp-content/uploads/2023/01/CePSWaM-Brochure-2023\\_rev2.pdf](https://www.instep.my/wp-content/uploads/2023/01/CePSWaM-Brochure-2023_rev2.pdf)
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- Course fee stated above EXCLUDES tax
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# TCS: Health, Safety & Environment (HSE) – PCSB Permit to Work (PTW) Level 2

INSTITUT TEKNOLOGI PETROLEUM PETRONAS  
**LEARNING CALENDAR 2023**

Public

Event Maestro: Nur Nadhirah Syafiqah Binti Mohammad Musa +609-6686000 +6010-2271885 nurnadhirahsyafiqah.m@petronas.com.my	Level	Prog. Type	Venue	HRD Corp Claimable	Course Fee (RM)	Min Pax	Max Pax	Duration (Days)	2023											
									Jan	Feb	Mac	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1 PCSB Permit to Work (PTW) Level 2	2	F2F (NR)	Kerteh	Yes	1,370	15	25	3	16-18 24-26	31/1-2/2 13-15 20-22	13-15 20-22 27-29	10-12 16-18	8-10 22-24 29-31	6-8 12-14 19-21	10-12 16-18 24-26	7-9 14-16 21-23 28-30	11-13 18-20 24-26	9-11 16-18 23-25	6-8 13-15 20-22	11-13 18-20 26-28
			Shah Alam	Yes	1,370	15	25	3	24-26	20-22	1-3		8-10 17-19	7-9 19-21	11-13 25-27	8-10 15-17	12-14	10-12 24-26	7-9	19-21
			Kota Kinabalu	Yes	1,370	15	25	3		13 - 15	14-16	11-13	17-19	13-15 20-22	11-13 25-27	8-10 15-17	12-14 19-21	10-12	7-9	
			Miri	Yes	1,370	15	25	3	17-19	1-3 13-15	1-3 21-23	4-6 11-13	23-25	7-9 13-15 20-22	4-6 11-13 25-27	8-10 15-17 22-24	5-7 12-14 19-21	10-12 17-19 24-26	7-9 14-16 21-23	12-14 19-21
	2	Online	MS Teams	Yes	700	20	25	3	9-11	7-9	6-8	3-5	8-10	6-8	3-5	1-3	4-6	2-4	31 /10-2/11	4-6

Note:

1. PCSB Permit to Work (PTW) Level 2 above will be delivered via Face-to-Face (F2F) or Online mode.
2. PTW candidates are encouraged to enroll for F2F mode as its passing rate is higher than Online mode.

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# Awards & Recognitions



**RoSPA HEALTH & SAFETY AWARDS 2020, 2021 & 2022**  
Gold Award



**BTEC INTERNATIONAL INSTITUTION OF THE YEAR 2021**  
Silver Award



**PRIME MINISTER'S HIBISCUS AWARD (PMHA) 2019/2020**  
Notable Achievement Award in Environmental Performance



**GLOBAL GETENERGY AWARD 2019**  
Localisation Award



**OUTSTANDING PEARSON LEARNER AWARD**  
2016, 2017, 2018 & 2019



**MALAYSIAN SOCIETY FOR OCCUPATIONAL SAFETY & HEALTH GOLD CLASS 1 AWARD 2017, 2018 & 2019**



**HUMAN RESOURCES DEVELOPMENT AWARDS 2017**  
Data Analytics Category



**GLOBAL GETENERGY AWARD 2016**  
Education & Training Provider of The Year



**PEARSON BTEC OUTSTANDING AWARD 2016**

# Accreditations & Certification



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Energy Commission



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