



DETAILS OF TRAINING REQUEST (please ✓ or X in the appropriate box)

Type of Training: In-house Training Outside Training

Title of Training Course: 9001:2015 UNDERSTANDING AND IMPLEMENTING (QMS02)

Start Date to End Date: 2 August 2023 – 3 August 2023

Duration: 2 Days

Total No. of Participants: 2

Proposed Training Provider: SIRIM STS

Location / Venue: Shah Alam (TBA) *Concorde Hotel*

Estimated Cost: 2,800 MYR

Justification:
(to describe the purpose or objective of the training). (to attach training course outline or brochure as supporting documents if applicable)

APMM Contract Obligation (AK365M3)
*full payment is to be made at least 5 working days before the training starts

PROPOSED PARTICIPANTS (please attach separate list if necessary)

No.	Name	Staff No.:	Designation	Department
1.	BK (M) MAHATHIR BIN YAAKOB	N/A	PPEG KEJURUTERAAN UDARA	Pegawai APMM
2.	LT DYA (M) FAKHRUDIN BIN MOHD KHALID	N/A	PPEG KEJURUTERAAN UDARA	Pegawai APMM

APPROVAL OF TRAINING REQUEST

1. Requested by

Signature:

Name: MOHD FAZRUL B MOHD FAUZI
Designation: COMMERCIAL EXECUTIVE
Date: 14-7-2023
Staff No.: 6094
Department:

2. Supported by Department Manager
(or relevant supervisor)

Signature:

Name: NIK MOHD FAREEZ BIN AUDDIN
Designation: Commercial Manager
Date: 14-7-2023
Staff No.: 14-7-2023
Department:

3. Reviewed by Training Manager

Signature:

Name: ADAM ZABRI GEORGE ABDULLAH
Designation: Training Manager
Date: 17/07/2023

4. Checked by Admin & Human Resource Training Controller

HRDF Claimable: Yes No Not Applicable

Agreement: Yes No Not Applicable

Signature:



Standard+Training+Consultancy

SIRIM STS SDN BHD (formerly known as SIRIM Training Services Sdn Bhd)
(Company No. 448249-A)
SIRIM Complex, Building 3
1, Persiaran Dato' Menteri, P.O. Box 7035, 40700 Shah Alam, Selangor, MALAYSIA
Tel : +603-5544 6203/6200 Email : sirmsts@sirim.my Fax : +603-5544 6289
Website : www.sirimtraining.my GST ID : 001281818624



Billar Code : 41087
Ref 1 : 231824DP
Ref 2 : P23-1707

JomPAY online at Internet and Mobile Banking with your
Current, Savings or Credit Card account

PROFORMA INVOICE

No. :	231824DP	Date :	12-07-2023
Registration ID :	P23-1707	Order No. :	
Company Name :	GALAXY AEROSPACE (M) SDN BHD (1040262-D)		
Address :	NO. A-01-02, BLOK A, BANGUNAN PERDAGANGAN SIERA ARA DAMANSARA, JALAN PJU 1A/5A, ARA DAMANSARA 47301 PETALING JAYA SELANGOR		
Attention :	DANIAL AIMAN HAKEEM YEE		
Tel No. :	0132789693	0374550555	
Email :	aimanhakeem@galaxyaerospace.my		
GST ID :	Galaxy Aerospace (M) Sdn Bhd		

No	Revenue	Description	Quantity	Amount (RM)	Discount	Net Amount (RM)
1		PUBLIC TRAINING FEES FOR ISO 9001:2015 UNDERSTANDING AND IMPLEMENTING (QMS02) ON 02/08/2023 to 03/08/2023 AT SHAH ALAM. LIST OF PARTICIPANTS :- 1) BK (M) MAHATHIR BIN YAAKOB 2) LT DYA (M) FAKHRUDIN BIN MOHD KHALID	2	1,300.00	0.00%	2,600.00
			Total Amount			2,600.00
			SST @ 6.00%			156.00
			Total (SST inclusive)			2,756.00

Malaysia Ringgit : TWO THOUSAND SEVEN HUNDRED FIFTY SIX ONLY

All cheques should be made payable to SIRIM STS SDN BHD.

If payment is made by EFT/IBG/RENTAS/TT/CHEQUE DEPOSIT, please fax/email the remittance/bank in slip to the person in-charge as stated below to facilitate issuance of receipt.

Please indicate invoice number for any payment.

Our details : BANK ISLAM MALAYSIA BERHAD - Shah Alam / Account No. : 12038010024580 / Swift Code: BIMBMYKL

Important Notice

This is a temporary document for customers to make advance payment for services to be provided by SIRIM STS SDN BHD. A tax Invoice will only be issued after payment is received by SIRIM STS SDN BHD on this temporary document.

THIS IS A COMPUTER GENERATED DOCUMENT. NO SIGNATURE IS REQUIRED.

Prepared by : **BADARIAH BINTI SELAMAT** Phone No. : 03-55446341
Email : **badariah@sirim.my**

To be filled by customer :

Notification of payment :

Payment of RM _____ has been made on _____

Please attach bank-in slip or payment advice as proof of payment by e-mail to sirmsts@sirim.my or

