



SIRIM ACADEMY SDN BHD (formerly known as SIRIM STS SDN BHD)
Company No. 199701032750 (448249-A)
Building 3, SIRIM Complex, 1, Persiaran Dato' Menteri Section 2,
P.O. Box 7035 40700 Shah Alam, Selangor Darul Ehsan, MALAYSIA
Tel: +603-5544 6000/6211 Email: sirimacademy@sirim.my
<https://www.sirimacademy.my> Service Tax ID: B16-1809-32001067

Registration ID: 242158DP

Date: 08/10/2024

Phone No.: 0133943802 0133943802

Fax No.: -

MPC
LORONG PRODUKTIVITI
JALAN SULTAN PJ SELANGOR
46200 PETALING JAYA
SELANGOR

(Attention: MUHAMMAD HISHAM NORDIN Email: mhisham@mpc.gov.my)

Dear Sir/Madam,

**REGISTRATION ON PROGRAMME ISO 9001:2015 UNDERSTANDING AND
IMPLEMENTING (QMS02)
(HRDCorp Training Programme No.: 1000159470)**

Thank you for your interest in joining our programme on ISO 9001:2015
UNDERSTANDING AND IMPLEMENTING (11/11/2024 to 12/11/2024) (HRDCorp
Training Programme No.: 1000159470)

This is to inform that the following participant(s) from your organisation has/have been
registered for the above course.

Please find the attached Proforma Invoice.

**Please ensure that full payment is made at least 5 working days before the training
date.**

**You will receive notification of programme confirmation once the training is
confirmed.**

**Please email your payment slip/LO to SIRIM Academy Sdn Bhd, attention to
sirimacademy@sirim.my before the training date.**

For further information, please contact BADARIAH BT SELAMAT at 0355446092 email
badariah@sirim.my.

Thank you.

DISCLAIMER:

For any cancellation, the PIC/participant(s)/ organisation shall inform SIRIM Academy
Sdn Bhd in writing no less than 5 working days of the scheduled programme date or
before confirmation of the programme, whichever is earlier, otherwise the PIC/
participant(s)/organisation shall pay SIRIM Academy Sdn Bhd the full amount as stated in
the confirmation letter and proforma invoice.

No	Participant Name	Position	Email	Mobile No	Fees (RM)
1	MELISSA AHMAD ARSHAD	PENGURUS	melissa@mpc.gov.my	0123347131	1,300.00
2	NURUL SYAMIMI ISMAIL	PENOLONG PENGURUS	Syamimi@mpc.gov.my	0196635516	1,300.00
Discount 0.00%					2,600.00
SST @ 8.00%					208.00
Total (SST inclusive)					2,808.00

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