COURSE OUTLINE

COURSE TITLE

Scheduled Wastes (SW) Management Awareness Training

Scheme Name: HRD Claimable Courses SBL Khas

Focus Area: Not Applicable

Skill Area:

Building/Creative Arts/Digitalization/Engineering/Helathcare Hospitality/ **Legal**/ **Logistic**/**Management**/Medical/Operation/Productivity/**Safety**/Sales/ Scientific/ Security

Course Summary

This one-day intensive training is designed for professionals involved in the handling, storage, and disposal of scheduled wastes, aiming to refresh and enhance their awareness and compliance capabilities in accordance with Malaysian Environmental Quality (Scheduled Wastes) Regulations 2005. The training will cover the full waste management cycle, from identification and classification to documentation, storage, transportation, and final disposal, with a focus on industry-specific practices, legal obligations, and operational challenges.

Type of Training:

Non E-learning/ E-learning (Remote Online Training)

Type of Programme:

Full Time/ Part Time

Interaction Medium

English/ Malay/ Mandarin/ Others

Course Duration :1 Day | Total Hours: 7 hours

Relevancy of Training

Who Should Attend?/ Target Group (By Designation)

- **Facility / Plant Managers** Accountable for operational control and waste disposal activities within industrial premises.
- **Production / Operations Supervisors** Engaged in processes that generate, store, or transfer scheduled wastes.
- **Warehouse and Logistics Personnel** Handling storage, labeling, and transportation of scheduled wastes.
- **Project Engineers / Maintenance Teams** Involved in equipment servicing and waste generation activities.
- **Occupational Health and Safety (OHS) Committee** internal auditing roles within the organization.
- **Any personnel** involved in the implementation and maintenance of Scheduled Wastes (SW) Management in Organizations

Methodology

This program adopts a blended instructional approach to ensure participants gain both theoretical understanding and practical competence in managing scheduled wastes. The methodology is designed to be interactive, compliance-focused, and industry-relevant.

Workshop Learning Objectives

By the end of this training, participants will be able to:

01 Compliance under the Environmental Quality Act 1974 and Scheduled Wastes Regulations 2005

02 Preventing Environmental Pollution through Effective Scheduled Waste Management

03 Demonstrating and Sustaining Best Practices in Scheduled Waste Management

Course Outline/ Module

01 Module 1 - Course Introductions

02 Module 2 - Legal Requirements of Scheduled Wastes Management

03 Module 3 - Identifications & Classification and segregation of scheduled wastes

04 Module 4 - Storage, Packaging & Labelling of Scheduled Wastes

05 Module 5 - Scheduled Wastes Documentation, Record and Reporting

06 Module 6- Disposal Method and Cost Optimization

07 Module 7 - Scheduled Wastes Inventory Requirements

08 Module 8 - Risk Assessment & Audit Inspection

Time Schedule

Registration and Welcome	9:00 AM – 9:15 AM: a. Registration of participants. b. Welcome address and introduction to the training session.
Module 1 - Course Introductions	9:15 AM – 10:00 AM: a. Regulatory Foundation & Compliance Focus b. Operational Best Practices & Risk Mitigation. C. Competency Building for Workplace Implementation
Module 2 - Legal Requirements of Scheduled Wastes Management	10:00 AM – 10:45 AM: a. Environmental Quality (Amendment) Act 2024 b. Environmental Quality (Amendment) Act 2012. c. Environmental Quality (Scheduled Wastes) Regulations 2005
	10:45 AM – 11:00 AM: Coffee Break
Module 3 - Identifications & Classification and segregation of scheduled wastes	11:00 AM – 12:00 PM: a. Waste Identification Based on Source and Characteristics b. Classification According to the First Schedule of EQ(SW) Regulations 2005 c. Segregation by Compatibility, Hazard Class, and Regulatory Code .
Module 4 - Storage, Packaging & Labelling of Scheduled Wastes	12:00 PM – 01:00 PM: a. Storage duration must not exceed 180 days or 20 metric tonnes, whichever comes first, as per regulatory limits. b. Wastes must be packaged in durable, leak-proof containers that are compatible with the waste type
	01:00 PM – 2:00 PM: Lunch Break
Module 5 - Scheduled Wastes Documentation, Record and Reporting	2.00 PM – 2:30 PM: a. Mandatory Recordkeeping and Inventory Control b. Consignment Note (Schedule 6) and Notification Procedures c. Monthly and Annual Reporting to DOE
Module 6- Disposal Method and Cost Optimization	2:30 PM – 3:15 PM: a. Selection of Approved Disposal Method. b. Waste Minimization and Source Reduction c. Strategic Contracting and Bulk Disposal Planning
	3:15 PM – 3:30 PM: Tea Break

Training Outline

Module 7 - Scheduled Wastes Inventory Requirements	3:30 PM – 3:45 PM: a. Comprehensive and Accurate Recordkeeping b. Standardized Format and Accessibility. c. Integration with Waste Tracking and Reporting
Module 8 - Risk Assessment & Audit Inspection	3:45 PM – 4:00 PM: a. Systematic Hazard Identification and Risk Evaluation. b. Internal Audit Planning and Execution. c. Corrective Actions and Continuous Improvement
Practical Exercises and Case Studies	4:00 PM – 4:45 PM: a. Group activities and role-playing to simulate audit scenarios in the industry. b. Analysing real-life case studies to apply learned concepts. c. Sharing experiences and best practices specific to precision moulds and tooling.
Q&A and Closing Remarks	4:45 PM – 5:00 PM: a. Open floor for questions and discussions. b. Summary of key takeaways. c. Closing remarks and feedback collection.