

DATE: 9 AUGUST 2017

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TO: ALL MEMBERS

**Programme on Environmental Management for Malaysia  
- Environmental Management in Manufacturing Company  
- [Carbon Reduction Technology Promotion (CRTP) Programme]  
14 to 23 November 2017, AOTS Kansai Kenshu Centre (KKC), Japan**

We are pleased to inform that the Malaysian Plastics Manufacturers Association (MPMA) in collaboration with the Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS) will be organising the "Programme on Environmental Management for Malaysia - Environmental Management in Manufacturing Company - CRTP Programme" from 14 to 23 November 2017 at the AOTS Kansai Kenshu Centre, Osaka, Japan.

**Programme Objectives**

- i. To gain insight of the management philosophy and strategy in a Low Carbon Society in Japanese companies, the concept of Japanese companies' environment management.
- ii. To increase the understanding of Life Cycle Assessment (LCA), 3R (Reduce, Reuse, Recycle), recycling process and technologies, industrial waste treatment plant and energy conversation practiced and its management approach in integrated environmental business management.
- iii. To improve participant's ability enough to perform a re-study of the plausibility of accomplishing the targets set before coming to Japan, and to create action plans to be followed after returning home for solving problems and achieving challenges by eliminating waste in their factories that leads to cost reduction.

Attached is the Programme for your information.

**Training Costs**

The Training Programme is financed by the Japanese Ministry of Economy, Trade and Industry (METI) and from participants' fees. For your information, the Training Costs for this programme is approximately ¥487,130.

According to payment procedures, participants are required to pay AOTS, Participants Fee of ¥180,117 in cash to AOTS for the 11-day Training Programme upon arrival in Japan. AOTS will then reimburse the costs for international travel expenses of up to ¥66,600. Participants can also support AOTS by sponsoring ¥30,000 per participant as Contribution to AOTS's Administration Cost.

We would like to inform members that MPMA has applied for 'Special Funding' for the Training Programme from the Human Resource Development Fund (HRDF) and currently awaiting approval from HRDF. The funding is to cover Participants Fee payable to AOTS and MPMA's Administration Costs. If approval for 'Special Funding' from HRDF is not granted, members that contribute to the HRDF can claim for reimbursement via the SBL Scheme.

**Application Form and Submission Deadline**

The programme is limited to 20 PARTICIPANTS ONLY. Members who are interested to register for the programme are advised to contact Ms Crystal Cheah (environment@mpma.org.my) or Malathy Balakrishnan (training@mpma.org.my) at T: 603 7876 3027 for the necessary Application Forms.

Members are to submit the Application Forms together with a non-refundable cheque payable to 'MPMA' for MPMA's Administration Costs amounting to RM600.00 by **Friday, 8 September 2017**. Participants' Application Documents will be checked and forwarded to the AOTS Screening Committee for official approval of participation. Upon approval of participation, MPMA would then dispatch the official invitation documents for the training programme in Japan.

**Travelling and Purchase of Air Tickets**

To ensure that all participants travel in a group and enable group pick-up from Kansai, Osaka (Kansai Airport) to AOTS KKC, MPMA would appoint a travel agent to manage the travel arrangements for participants.

Thank you.

Yours sincerely,

**SUJATA ALBERT**  
General Manager

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**Tentative Programme**

<b>Date</b>	<b>Morning Session</b>	<b>Afternoon Session</b>
13 November 2017 (Monday)	<b>Arrival in Japan</b>	
14 November 2017 (Tuesday)	<b>Orientation/Opening Ceremony</b>	<b>Lecture:</b> Corporate Management in a Low Carbon Society -How to promote energy conservation
15 November 2017 (Wednesday)	<b>Lecture:</b> Environment Management in Manufacturing Company	<b>Lecture:</b> Life Cycle Assessment (LCA) under Low Carbon Society
16 November 2017 (Thursday)	<b>Lecture:</b> Waste Management and 3Rs (Reduce Reuse, Recycle ) in Japan	<b>Visit:</b> Environment Management at Japanese Company
17 November 2017 (Friday)	<b>Lecture:</b> Energy Conservation and Recycling Process & Technologies	<b>Lecture:</b> Recycling and Industrial Waste Management - National Government and Local Government - Japanese Company
18 November 2017 (Saturday)	<b>Day off</b>	
19 November 2017 (Sunday)	<b>Day off</b>	
20 November 2017 (Monday)	<b>Study Tour:</b> Energy Conservation in Japanese Company	
21 November 2017 (Tuesday)	<b>Study Tour:</b> Plastics Recycling Japanese Company	
22 November 2017 (Wednesday)	<b>Lecture:</b> Corporate Social Responsibility (CSR) Extended Producer's Responsibility	<b>Group Discussion:</b> Environment Management and Developing Company
23 November 2017 (Thursday)	<b>Final Report Presentation</b>	<b>Final Report Presentation</b> Evaluation of the Program and Closing Ceremony
24 November 2017 (Friday)	<b>(Departure from Japan)</b>	