

**SHAH ALAM
SELANGOR**

WORLD CLASS PERFORMANCE MANAGEMENT SYSTEM

Comprehensive processes of performance management

PROGRAM HIGHLIGHT

This program provides the necessary skills to effectively manage performance from all levels. Participants will be exposed to the disciplines of accurate performance setting, effective performance cascade and many other implementation activities in a performance management system.

Who Should Attend This Training?

Personnel who intend to assume the responsibility of managing business operation performance, with aspiration of applying world class standards. Positions may include managers, engineers, executives, supervisors, leaders, etc.

OBJECTIVES

- To provide concepts and applications of Performance Management System – Organisation and Employees Perspectives
- To provide skills on determining platform of performance cascading, monitoring, appraisal, support and incentives
- Expected outcomes - Participants shall be capable of accurately defining, managing and achieving organisation performance.

OUTLINE

- Module 1: Defining Performance using Likert Scale
- Module 2: Performance Cascade Agreement
- Module 3: Performance and Incentives Alignment Policy
- Module 4: Monitoring and Recording Performance Status
- Module 5: Performance Reporting and Review
- Module 6: Performance Enhancement and Correction - Organisational, Functional, Team and Individual
- Module 7: Performance Status, Performing Team and Performance Recognition Communication using Visual Management
- Module 8: Performance Appraisal – Daily, Monthly, Quarterly and Annually
- Module 9: Increment and Bonus Links

PROGRAM OVERVIEW

Performance Management with world class standard requires the application of globally recognised framework, processes and management system. People performance is managed top down to ensure organisation strategic goals are achieved by every function and individual in the organisation.

FEES

RM1500/ PAX

**excluding 6% SST*

(Discount: 3 or 4 pax - 5% /
5 pax and above - 10%)

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REGISTRATION

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MANAGEMENT AND SOFT SKILLS TRAINING WORLD CLASS PERFORMANCE MANAGEMENT SYSTEM

9-10 Dcember 2020

Shah Alam, Selangor

REGISTRATION FORM

Contact Person			
Company Name			
Company Registration No.			
Address			
E-mail			
Contact No.	HP:	Office:	Fax:

Please tick for organisation type:

Local company	Individual	SME	MNC
Organisation/ Association	Company registered under state reGENCY	Government	Others (organisation / societies / international)
GLC	Foreign company	Koperasi	Professional & technical services

Please tick to indicate the nature of your business :

Aerospace	Agricultural	Automotive	Building/Construction	Chemical	Communication
Defence	Distribution	Education and Industrial Training Services	Electrical and Electronics	Environment	Financial/Banking
Food and Beverages	Green Technology	Health Related & Social Services	Tourism & Related Travel	Information Technology	Machinery and Equipment
Medical Devices	Nuclear Fuel Industry	Oil and Gas	Plastics and Rubber Products	Pharmaceuticals	Power Plant Industry
Publishing/Broadcast	Research and Development	Shipbuilding	Textile/Clothing	Timber And Wood	Transport
Water Supply Industry	Others (Please specify):				

PARTICIPANT

No.	Name	Position	Email	Mobile No.
1.				
2.				
3.				
4.				
5.				

Signature :

Date :

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Stamp :



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