

# CONFINED SPACE TRAINING FOR AUTHORISED ENTRANT (AE) & STAND-BY PERSON (SP) (AESP) (NEW ENTRY / REFRESHER)

**JENIS INDUSTRI (PILIH SALAH SATU) TYPE OF INDUSTRY (TICK ONE)**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> <b>PEMBUATAN</b><br>MANUFACTURING   | <input type="checkbox"/> <b>PERLOMBONGAN &amp; KUARI</b><br>MINING & QUARRYING                               | <input type="checkbox"/> <b>HOTEL &amp; RESTORAN</b><br>HOTEL & RESTAURANT   |
| <input type="checkbox"/> <b>PEMBINAAN</b><br>CONSTRUCTION  | <input type="checkbox"/> <b>PEMBORONG &amp; PERUNCITAN</b><br>WHOLESALE & RETAIL TRADE                       | <input type="checkbox"/> <b>PENGANGKUTAN, GUDANG &amp; KOMUNIKASI</b><br>TRANSPORTATION, WAREHOUSE & COMMUNICATION |
| <input type="checkbox"/> <b>PERKHIDMATAN AWAM &amp; PENGUATKUASAAN</b><br>PUBLIC SERVICE & AUTHORITY   | <input type="checkbox"/> <b>PERTANIAN, PERHUTANAN &amp; PERIKANAN</b><br>AGRICULTURE, FORESTRY & AQUACULTURE |  |
| <input type="checkbox"/> <b>KEWANGAN, INSURAN, HARTANAH &amp; PERKHIDMATAN PERNIAGAAN</b><br>FINANCE, INSURANCE, REAL ESTATES & BUSINESS SERVICE               |  |  |
| <input type="checkbox"/> <b>UTILITI (ELEKTRIK, GAS, AIR &amp; PERKHIDMATAN PENJAGAAN KEBERSIHAN)</b><br>UTILITIES (ELECTRICITY, GAS, WATER & SANITARY SERVICE) |  |  |

**LAIN-LAIN : NYATAKAN**  
OTHERS : SPECIFY

**COP RASMI SYARIKAT**  
COMPANY OFFICAL STAMP

**TANDATANGAN**  
SIGNATURE

**TARIKH :**  
DATE :

**C. MAKLUMAT PEMBAYARAN PAYMENT INFORMATION**

**HARGA KURSUS**  
COURSE FEE

R M .

**KAEDAH PEMBAYARAN**  
PAYMENT METHOD

- DRAF BANK**  
BANK DRAFT
- PESANAN KERAJAAN (LO)**  
LOCAL ORDER (LO)

**BAYARAN SECARA ONLINE (MAYBANK2U)**  
ONLINE PAYMENT (MAYBANK2U)

**TANDATANGAN**  
**PEMOHON**  
APPLICANT'S SIGNATURE

**TARIKH**  
DATE

**D. PENTING IMPORTANT**

- Sila pastikan "Draf Bank" Pesanan Kerajaan(LO)&Bayaran Secara Tunai" dibayar atas nama "INDAH WATER KONSORTIUM SDN BHD"  
No Akaun : **5140 5724 2399** (Maybank Cawangan, Jalan Tun Razak)  
Please ensure that "Bank Draft", Local Order (LO) & "Online Payment" is payable to "INDAH WATER KONSORTIUM SDN BHD",  
Account No. : **5140 5724 2399** (Maybank, Jalan Tun Razak Branch)
- IWK berhak untuk menolak permohonan yang tidak lengkap  
IWK has the right to reject incomplete application

**SILA HANTARKAN BORANG PERMOHONAN YANG TELAH LENGKAP KEPADA :**  
PLEASE SEND COMPLETE APPLICATION FORM TO :

INDAH WATER TRAINING CENTRE  
SG. BESI REGIONAL SEWAGE TREATMENT WORKS  
LOT 33519, BUKIT JALIL  
KL-SEREMBAN HIGHWAY  
56000, KUALA LUMPUR  
MALAYSIA

Tel: +(6) 03-8996 7513/14

Fax: +(6) 03-8994 3032

E.mail : Sara Nazli <noorz@iwk.com.my> / Jamiah Talib <jamiah@iwk.com.my>

<https://www.iwk.com.my/do-you-know/confined-space>



Please cut here

Accredited by:



Department of Occupational  
Safety and Health

Assessment by:



National Institute of Occupational  
Safety and Health

## INTRODUCTION

Many unaware workers are injured and killed each year while working in confined spaces. This includes the fatalities of the stand by rescuers also. To the unsuspecting, a confined space can be more hazardous than regular workspaces for many reasons. To effectively initiate the risks associated with working in a confined space, Authorized Entrant (AE) & Stand-By Person (SP) should be implemented for your workplace.

Confined spaces can be below or above ground. Confined spaces can be found in almost any workplace. A confined space, despite its name, is not necessarily small. Examples of confined spaces include silos, vats, hoppers, utility vaults, tanks, sewers, pipes, access shafts, truck or rail tank cars, aircraft wings, boilers, manholes, manure pits and also storage bins. Ditches and trenches may also be a confined space when access or egress is limited.

Nearly all death involved in confined spaces are due to:

- Suffocation : lack of oxygen
- Poisoning : inhalation of toxic gasses
- Injuries caused by an explosion : ignition of flammable gasses

## COURSE OBJECTIVES

This course provides knowledge and skills to enable personnel involved in confined space entrant to be aware of these procedures:

- State legal requirement pertaining to confined space
- Describe the presence of hazards at the confined space
- Apply confined space entry procedures
- Use the personal protective equipment and other related equipment associated with confined space occupation
- State the duties / responsibilities and carry out the duties of Authorised Entrants and Stand-by Person
- Qualify the workers as competent workers (Authorised Entrant & Stand-by Person) for confined space occupation



## LIST OF REFERENCE BOOK

Industry Code Of Practice For Safe Working In A Confined Space 2010 (ICOP 2010)

## COURSE CONTENTS

- Introduction to Confined Space works
- Hazards related to Confined Space works
- Personal protective equipment and equipment pertaining to Confined Space works
- Entry Procedure for Confined Space works including duties / responsibilities of Authorised Entrants and Stand-by Person
- Emergency preparedness & Response Plan for Confined Space occupation
- Geographical Information System (GIS) in Water Work into Confined Space
- The Permit-To-Work
- Gas Detection-in theory
- Practical
- Written Examination

## PROGRAM ITINERARY : NEW ENTRY

### DAY ONE

TIME	TOPICS
0830 – 0900	Course Introduction
0900 – 1000	Module 1: Introduction to Confined space and Related Legislation
1000 – 1015	MORNING TEA BREAK
1015 – 1115	Continuation
1115 – 1130	Written Assessment Module 1
1130– 1300	Module 2 : Hazards in Confined Spaces
1300 – 1400	LUNCH
1400 – 1430	Continuation
1430 – 1445	Written Assessment Module 2
1445 – 1545	Module 3 : Personal protective equipment (PPE) and Equipment
1545– 1600	AFTERNOON TEA BREAK
1600 – 1700	Continuation
1700 – 1715	Written Assessment Module 3
	END OF DAY ONE

### DAY TWO

TIME	TOPICS
0830–1000	Module 4: Procedure for Entry
1000 – 1015	MORNING TEA BREAK
1015 – 1045	Continuation
1045 – 1100	Written Assessment Module 4
1100 – 1300	Practical Session
1300– 1400	LUNCH
1400 – 1600	Continuation
1600 – 1615	AFTERNOON TEA BREAK
1615 – 1715	Continuation
	END OF COURSE

## PROGRAM ITINERARY : REFRESHER

TIME	TOPICS
0830 – 0900	Course Introduction
0900 – 1000	Discussion Session 1: Legislation and Hazards
1000 – 1015	MORNING TEA BREAK
1115 – 1130	Module 1: Confined Space Safety Program
1130– 1215	Module 2 : PPE and Equipment
1215– 1300	Module 3 : Personal protective equipment (PPE) and Equipment
1300 – 1400	LUNCH
1400 – 1430	Discussion Session 2 and 3
1430 – 1530	Written Assessment Module 1
1530– 1600	AFTERNOON TEA BREAK
1600 – 1630	Written Assessment Module 2
1630 – 1700	Written Assessment Module 3
	END OF DAY

## ENTRY REQUIREMENT(S)

New Entry : None

Refresher : Have attended and passed Authorised Entrant & Standby Person course

## TARGET GROUPS:

- Workers who are involved in confined spaces works.
- Authorised Entrant.
- Standby-person.

Refresher  
Workers who are involved in confined spaces works



INDAH WATER KONSORTIUM SDN. BHD.  
OUR NATIONAL SEWERAGE COMPANY  
**BORANG PERMOHONAN KURSUS**  
COURSE APPLICATION FORM



**TAJUK KURSUS** **CONFINED SPACE TRAINING FOR AUTHORISED ENTRANT (AE) AND STAND-BY PERSON (SP)**  
COURSE TITLE **KURSUS RUANG TERKURUNG UNTUK ORANG YANG DIBENARKAN MASUK (AE) DAN ORANG MENJAGA (SP)**

**TARIKH KURSUS**   
COURSE DATE

**YURAN KURSUS**  **RM 8 0 0 . 0 0 (Baru/New)**  
COURSE FEE **RM 5 0 0 . 0 0 (Ulangan/Refresher)**  
Silta tanda (✓)

## A. MAKLUMAT PEMOHON APPLICANT'S INFORMATION

**NAMA**  
NAME

**NAMA DI ATAS KAD**  
HOLDER NAME  **UMUR / AGE**

**MYKAD/PASPORT**  
MYKAD/PASSPORT  **TARIKH LAHIR** DATE of BIRTH

**PEREMPUAN** FEMALE  **LELAKI** MALE

**ALAMAT SURAT - MENYURAT**  
MAILING ADDRESS

**BANDAR**  
CITY

**POSKOD**  **NEGERI** STATE

**KELAYAKAN TERTINGGI** HIGHEST QUALIFICATION  **SPM / MCE**  **SPMV**  **DIPLOMA**  
 **IJAZAH SARJANA MUDA** BACHELOR'S DEGREE  **IJAZAH SARJANA** MASTERS  **DOKTOR FALSAFAH (PhD)** DOCTOR of PHILOSOPHY (PhD)

**LAIN-LAIN , NYATAKAN** OTHERS, PLEASE SPECIFY

**BIDANG PENGAJIAN** FIELD OF STUDY

**JAWATAN SEMASA** CURRENT POSITION

**NO. TELEFON** TELEPHONE NO.  **NO. FAKSIMILI** FACSIMILE NO.

**NO. TELEFON BIMBIT** HANDPHONE NO.  **E-MEL** E-MAIL

**IMMEDIATE FAMILY** WARIS TERDEKAT  **RELATION** HUBUNGAN

**EMERGENCY CONTACT NO.** NO UNTUK DIHUBUNGI

## B. MAKLUMAT PENAJAAN SPONSOR'S INFORMATION

**PENAJA SPONSOR**  **TAJAAN SENDIRI** SELF SPONSORED  **TAJAAN SYARIKAT** COMPANY SPONSORED

**NAMA**  
NAME

**ALAMAT SURAT - MENYURAT**  
MAILING ADDRESS

**BANDAR**  
CITY

**POSKOD**  **NEGERI** STATE

**PEGAWAI BERTUGAS** PERSON IN-CHARGE

**JAWATAN** DESIGNATION

**NO. TELEFON** TELEPHONE NO.  **COMPANY GST NO.** NO. GST SYARIKAT