RANCANGAN SESI LATIHAN 2018 - TINGKATAN 2 PAV

KURSUS : PERALATAN PENYAMANAN UDARA HVAC SATU FASA

UNIT	Bulan	Januari				Februari				Mac				April					Mei					Jun				Julai				Ogos				Sept					Okt				Nov/Dec				
	Minggu	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48
	Tarikh	2/1 - 5/1	8/1 - 12/1	15/1 - 19/1	22/1 - 26/1	29/1 - 2/2	5/2 - 9/2	12/2 - 16/2	19/2 - 23/2	26/2 - 2/3	5/3 - 9/3	12/3 - 16/3	19/3 - 23/3	26/3 - 30/3	2/4 - 6/4	9/4 - 13/4	16/4 - 20/4	23/4 - 27/4	30/4 - 4/5	7/5 - 11/5	14/5 - 18/5	21/5 - 25/5	28/5 - 1/6	4/6 - 8/6	11/6 - 15/6	18/6 - 22/6	25/6 - 29/6	2/7 - 6/7	9/7 - 13/7	16/7 - 20/7	23/7 - 27/7	30/7 - 3/8	6/8 - 10/8	13/8 - 17/8	20/8 - 24/8	27/8 - 31/8	3/9 - 7/9	10/9 - 14/9	17/9 - 21/9	24/9 - 28/9	1/10 - 5/10	8/10 - 12/10	15/10 -19/10	22/10 - 26/10	29/10 - 2/11	5/11 - 9/11	12/11 - 16/11	19/11 - 23/11	24/11 - 31/12
1	**Taklimat SKM**												Cuti Pertengahan Penggal 1												Cuti Penggal 1										Cuti Pertengahan Penggal 2															Cuti Akhir Tahun
2	**Core Abilities Level 1.**																																																
	M01 : Asas Komunikasi Pekerjaan																																																
	M02 : Kemahiran Tingkah Laku Kendiri																																																
	M03 : Kesedaran Etika Di Tempat Kerja																																																
	M04 : Kesedaran Kesihatan, Keselamatan & Alam Sekitar																																																
3	**Risk & Hazard Assessment.**																																																
	Identify expected sequential steps for completion of work.																																																
	Carry out potential risk and hazard assessment.																																																
	Evaluate the risks and decide whether existing precautions are adequate or more should be done.																																																
	Carry out safety precautions required to eliminate / control hazard planning.																																																
	Penilaian Pengetahuan & Penilaian Prestasi C01																																																
4	**Refrigerant Handling.**																																																
	Perform types of system approach identification.																																																
	Perform refrigerant recovery for the specific service.																																																
	Prepare refrigerant handling records.																																																
	Penilaian Pengetahuan & Penilaian Prestasi C02																																																
5	**Ventilation Fan (1PH) Installation & Maintenance.**																																																
	Perform ventilation fan installation.																																																
	Perform ventilation fan servicing.																																																
	Perform ventilation fan troubleshooting.																																																
	Perform ventilation fan repairing.																																																
	Penilaian Pengetahuan & Penilaian Prestasi C03																																																
6	**Semakan Portfolio Calon Oleh PP & PPD**																																																
7	**Kerja Kemasan Bengkel & Inventori**																																																
8	**Cuti Akhir Tahun**	**Cuti Akhir Tahun (24/11 - 31/12)**																																																