



**SEMINAR ON HR CAPABILITY BUILDING FOR SMEs:
CREATING PERFORMANCE DRIVEN CULTURE IN ORGANISATIONS**

5 MARCH 2013 (TUESDAY)

SUNWAY RESORT HOTEL & SPA, BANDAR SUNWAY

PROGRAMME

8.00 – 9.00 a.m.	:	Arrival of Participants
9.00 – 10.00 a.m.	:	<i>Defining Common Performance Metrics</i> To be determined
10.00 – 10.15 a.m.	:	Tea Break
10.15 – 10.30 a.m.	:	An Introduction of NHRC
10.30 – 12.00 p.m.	:	Launch of HRDF Training Carnival Week 2013
12.00 – 1.00 p.m.	:	<i>Fostering Positive and Performance Driven Work Environment in the Workplace</i> Dr. Oliver Ho <i>Institute of Global Management</i>
1.00 – 2.00 p.m.	:	Lunch
2.00 – 3.00 p.m.	:	<i>Strategic Innovation in Marketing for SMEs</i> Dr. Azizan Osman Richworks Group of Companies
3.00 – 4.00 p.m.	:	<i>Effective Performance Management System</i> Mr. Heera Singh Heera Training and Management Consultancy
4.00 p.m	:	Tea Break / End of Programme



CONFIRMATION SLIP

**SEMINAR ON HR CAPABILITY BUILDING FOR SMEs:
CREATING PERFORMANCE DRIVEN CULTURE IN ORGANISATIONS**

5 MARCH 2013 (TUESDAY)

SUNWAY RESORT HOTEL & SPA, BANDAR SUNWAY

Note: Kindly fill up and reply your confirmation slip **before 28 February 2013** by fax at 03 2096 4942 / 03 2087 6213 or email at puvijan@hrdf.com.my.

I,hereby from
.....would like to confirm our
representatives to attend the above seminar as follows:

No.	Name	Designation	IC Number	Email / Tel Number
1.				
2.				
3.				

Yours sincerely,

.....

(Name:)

Company Stamp: