

# TRAINING PEOPLE FOR PROFESSIONAL DEVELOPMENT

**Easycs**  
TRAINING

EASY - COMPREHANSIVE - SYSTEMATIC



**CORPORATE PROFILE**

[www.easycs.com.my](http://www.easycs.com.my)



# ABOUT EASYCS

EASYCS SDN BHD is a training and IT solution development company incorporated in Malaysia in 2011. Head office in Malaysia, it has also office in Bangladesh & USA. Easycs Sdn Bhd is a registered training provider for government training in Malaysia, and offers ICT as well as management training programs to government and corporates locally and internationally.

## MISSION STATEMENT

We strive to create "Easycs" (to be pronounced as 'i:ziks) as a brand name for our quality products and services with utmost customer satisfaction. We adopt continuous improvement efforts to guarantee and maintain high quality. We value our customers for their trust given to us and view that as a responsibility to keep up. We believe in simplicity, innovation is our obsession. confidence is our strength. and we strive for the excellence.

## VISION STATEMENT

Our vision is to become a globally known company, operating internationally with world-class products and services.



NAME	: EASYCS SDN. BHD.
REGISTRATION NO	: 932927-H
INCORPORATED	: February, 2011
NATURE OF COMPANY	: Private Limited
STATUS	: 100% Bumiputera
OFFICE ADDRESS	: 1-13, Jalan Kajang Perdana 3, Perdana Avenue Taman Kajang Perdana, 43000 Kajang Selangor, Malaysia.
TELEPHONE	: 603-8740 7225
FAX	: 603-8740 7225
EMAIL	: admin@easycs.com.my
WEBSITE	: <a href="http://www.easycs.com.my">www.easycs.com.my</a>
DIRECTORS	: 1) Zarina Abu Bakar 2) Abu Bakar Bin Taib
BANK	: CIMB Bank Berhad, Taman Taming Jaya Balakong, Selangor, Malaysia.
BANK ACCOUNT NO	: 8600751574
MOF REGISTRATION	: 357-02203782



## OUR SERVICES

Our core business is training and training related activities. We organize training programs commonly in collaboration, partnering with renowned local and foreign institutions and universities. Currently we have our network in more than 18 countries.

We also do logistics as part of our training related services, which includes arranging accommodation and transportation for participants, organize exposure visits, study tour, social or cultural visits, and so on.

## OUR EXPERIENCE

### **Strengthening Government through Capacity Development (SGCD) for the BCS Cadre Officials of Bangladesh.**

"Strengthening Government through Capacity Development (SGCD)" for the BCS Cadre Officials of Bangladesh, was a special training program designed for the senior and the mid-level officials of the Government of the People's Republic of Bangladesh.

The course offered the following topics for the senior (Additional Secretary/ Joint Secretary) and the mid-level (Deputy Secretary) officers with the duration of two weeks and four weeks respectively:

- Public Policy Management and Public Administration
- Environmental Management in the 21st Century
- Information and Communication Technology for Development: Challenges and Opportunities
- Emerging Issues in Development Planning and Management: Governance, Integrity, Ethics and Public Service Delivery
- Strategic Management and Development Planning
- Public Management Reforms for Effective Public Service Delivery
- Leadership in the Public Sector Management
- Crisis Management

The program was consisted of class-room lectures, relevant organization visits, and social & cultural visits.

The course was conducted in Malaysia for the Ministry of Public Administration Bangladesh (MOPA) in collaboration with University Putra Malaysia (UPM) in 2012 and 2013. There were seven batches each year.



### **Exposure Visit on Best Practices of HRM & Hospital Management**

The program "Exposure Visit on Best Practices of HRM & Hospital Management" was designed for the health and the population managers of the Ministry of Health & Family Welfare, the Government of the People's Republic of Bangladesh.

This programme aimed to enhance the capabilities and the skills of Health and Population Managers of the Ministry of Health & Family Welfare, the Government of the People's Republic of Bangladesh by exposing them to the new management tools, techniques and practices in Malaysia to manage hospital and human resource of the hospital more effectively and efficiently.

It was a week-long program organized by Easyecs Training in collaboration with Universiti Kebangsaan Malaysia (UKM) in 2012 – 2013 and with University Putra Malaysia (UPM) in 2014. As of the title designates, the program was solely consisted of visit to hospitals, poly clinics and community health care systems. The program was first conducted on June 14, 2012 and subsequently extended to two weeks for the year 2013 and 2014. There were three batches each year.





# TRAINING FOR OIL & GAS COMPANIES

## Bangladesh Petroleum Exploration & Production Company Limited (BAPEX)

From January 2015 Easycs Sdn Bhd organizes training programs for the oil and gas companies with PETROBANGLA (Bangladesh Oil, Gas & Mineral Corporation), a government-owned national oil & gas company of Bangladesh under the Ministry of Power, Energy and Mineral Resources.

The first training program was organized in January 2015 for the company called **BAPEX**. The training was conducted in collaboration with University Kebangsaan Malaysia (UKM). The title of the course was “**Conflict Management**” and the duration of the program was 7 days. There were about 14 participants from the HR management & administration division of the company.

Upon successful completion of the program Easycs proceeded for the second training program for BAPEX in February 2015. The title of the training program was “**Occupational Health, Safety & Environmental Management**”. It was also a 7 days training program and conducted in collaboration with UKM. The total number of participants was 13.

In 2016 Easycs organized another two training programs for BAPEX. “Advanced Strategies in Oil and Gas - Finance & Accounting” training was conducted in January 2016 for 13 participants followed by “**Effective Office Management**” training program in February 2016. There were 19 participants for the course. The total duration for each course was 7 days including field visits.

## Gas Transmission Company Limited (GTCL) Bangladesh

Gas Transmission Company Limited (GTCL) is another company under PETROBANGLA.

In November 2015 Easycs organized its first training program for GTCL titled as “Advance Performance Monitoring and Appraisal System” in collaboration with University Kebangsaan Malaysia (UKM). The duration of the training program was two weeks. Number of participants attended the program was 14. The course was consisted of class-room lectures and field visits.



In March 2016 Easycs organized its 2nd training program for GTCL and that was in collaboration with University Putra Malaysia (UPM). It was a technical training for senior engineers and the title of the course was “Process Safety Implementation and Risk Management for Pipeline Design, Construction and Integrity Management”. Duration of the program was two weeks. There was 16 participants attended the training.

In August 2016, Easycs organized another training program for GTCL. The title of the program was “Goal Setting, Monitoring, Evaluation & Gap Analysis for Achieving Management Challenges”. It was with UKM. The duration of the course was two weeks and the total number of participants attended the program was 18.

## Titas Gas Transmission and Distribution Company Limited Bangladesh

Easycs also organized a training program for Titas Gas Transmission and Distribution Company in June 2016. The title of the two-week program was “Advance Performance Monitoring and Appraisal System”. Organized in collaboration with UKM, 17 participants attended the course.





# TRAINING FOR OTHERS

## Central Bank of Bangladesh (Bangladesh Bank)



A number of six participants from the Central Bank of Bangladesh (Bangladesh Bank) attended a week long workshop/ training program in Malaysia organized by Easycs Sdn Bhd in collaboration with University Kebangsaan Malaysia (UKM) in October 2016. The title of the training program was “Effective Collective Bargaining Skills and Strategies in Banking Industry”. The program consisted of class-room lecture sessions and number related field visits.

## Ministry of Higher Education Malaysia



“Database Design using Microsoft Access” training program for the Ministry of Higher Education Malaysia was conducted by Easycs in September 2011 in collaboration with Quantum Beez, UPM-MTDC. It was a 5-day hands-on training program. The number of participants attended the training program was about 15.



## Public Program on “Enhancing Human Relations through Emotional Intelligence (EQ)”

Easycs Training conducted the "Enhancing Human Relations through Emotional Intelligence (EQ)" - 2-day seminar at Seri Pacific Hotel, Kuala Lumpur on October 6, 2011.



A 5-day training program on “Oracle 10g Form & Report” and another 5 days training on “Oracle 10g Database Design & Administration” conducted at Easycs lab on 17 June 2013. The program was conducted for the participants from Bahagian ICT, Jabatan Kerajaan Tempatan (KPKT).





# LIST OF OUR TRAINING PROGRAMS

## Management Development & Leadership Programs

- The Essentials of Leadership & Management Skills for Leaders & Managers
- Transformational Leadership - Transforming Manager into Leaders
- Strategic Leadership - Strategic Planning, Negotiation & Conflict Management
- Collaborative Leadership Skills for Managers and Supervisors
- Advanced Leadership Skills for Inspiring, Leading & Managing Organizations Towards Peak Performance
- Performance Management & Monitoring System
- Talent Management - How to Attract, Retain & Improve Performance for optimum output
- Risk Assessment & Management
- Effective strategy for Problem Solving & Decision Making
- Effective Office Management and Administrative Skills
- Goal Setting, Planning and Monitoring to Achieving Objectives through Effective Management.
- Conflict Management and Dispute Resolution
- Contract and Procurement Management

## Occupational Safety, Health & Environmental Management

- General Legislative: Occupational Safety and Health Act 1994, Factories and Machinery Act 1967 (Acts 139), Petroleum Act (Safety Measure), 1984 (Act 302), Environmental Quality Act (1974)
- Hazard Identification, Risk Assessment and Risk Control
- Industrial Hygiene: Noise, Airborne Contaminant, Chemical, Indoor Air Quality, Heat Exposure, Vibration Exposure Monitoring, Assessment and Control at Workplace
- Ergonomics Assessment and Improvement in Workplace
- Schedule Wastes Management and Globally Harmonized System
- Process Safety Management in Equipment
- Design & Operation
- Storage & Handling of Toxic Chemicals & Hazardous Materials
- Effective Safety Audits, Site Inspection, and Protection Measurement
- The Essential Elements of Safety Case Development & Application
- Emergency Dispatch & Control Centre Operation
- Offshore Safety, hazard & Risk Management Systems.

## Finance & Accounting Programs for Oil & Gas Companies

- Oil & Gas Accounting & Performance Measurement
- Economics of Petroleum Exploration
- Oil and Gas Financial Modelling - a Practical Approach
- Cost Planning, Control & Optimization in a Major Oil & Gas Company
- International Financial Reporting Standards (IFRS) for the Oil & Gas Industry
- Financial Accounting, Reporting & Business Support in the Oil and Gas Industry
- Advanced Finance & Accounting Strategies in the Oil & Gas Industry .

## Technical Training Programs for Oil & Gas Companies

- Geological Evaluation of the Reservoir
- Dynamic Reservoir Modelling
- Seismic data analysis
- Development of Field Development Plan for subsurface
- Health, Safety & Environment (HSE) in Drilling
- Onshore & Offshore Drilling Operation
- Onshore fabrication and construction of jackets and topsides
- Overview on Oil & Gas covering Sub-surface, Drilling and Surface facilities (Upstream sector)

## Training Programs for Bank & Financial Institutions

- Corporate Governance
- Behavioural Finance
- Environmental, Social & Governance
- Key Aspects of the Money Laundering Regulation
- Market Abuse & Insider Dealing
- Venture Capital & Private Equity
- Effective Collective Bargaining Skills and Strategies in Banking Industry
- Global Economic Crisis - Liquidity Management
- Governance, Risk and Compliance
- Financial Institution Analysis - CAMELS Approach
- Liquidity Management and Contingency Funding Plan
- Operational Risk Management
- Bank Branch Management - Technology and Security
- Mastering Corporate Banking
- Financial Modelling & Corporate Valuation
- The Art of Negotiating for Procurement



## OUR PARTNERS



University Putra Malaysia (UPM)



University Kebangsaan Malaysia (UKM)



Asian Institute of Technology (AIT), Thailand



Sri Lanka Institute of Development Administration



University of Palermo, Italy



Indian Institute of Public Administration (IIPA)



Himachal Institute of Public Administration, India



The Negotiation Institute, USA



## OUR CLIENTS



Ministry of Public Administration, Bangladesh



Ministry of Health & Family Welfare, Bangladesh



Bangladesh Petroleum Exploration & Production Company Limited (BAPEX)



Gas Transmission Company Limited (GTCL), Bangladesh



Titas Gas Transmission and Distribution Company Limited Bangladesh



The Central Bank of Bangladesh (Bangladesh Bank)



Ministry of Higher Education Malaysia



University Malaysia Perlis



Ministry of Urban Wellbeing, Housing and Local Government, Malaysia



Federal Land Development Authority



ALFA International College Malaysia



Malaysia Airports Holdings Berhad



## WE HAVE NETWORK IN THE FOLLOWING COUNTRIES



AUSTRALIA



BANGLADESH



CANADA



CHINA



INDIA



INDONESIA



ITALY



SOUTH KOREA



MALAYSIA



NEW ZEALAND



PHILIPPINES



SINGAPORE



SRILANKA



THAILAND



UAE (DUBAI)



UK



USA



VIETNAM



**Easycs**  
TRAINING

EASY - COMPREHANSIVE - SYSTEMATIC

### Malaysia Office:

1-13, JALAN KAJANG PERDANA 3, PERDANA AVENUE  
TAMAN KAJANG PERDANA  
43000 KAJANG, SELANGOR, MALAYSIA.

Telephone: +603-8740 7225

Email: [training@easycs.com.my](mailto:training@easycs.com.my)

### USA Office:

159-25 HILLSIDE AVENUE (1st Floor)  
JAMAICA, NY 11432, USA

Telephone: +3476618414 Fax: +7186578433

e-Fax: +3476024736