

MAESCO

(Pertubuhan Syarikat Syarikat Perkhidmatan Tenaga Malaysia)
Malaysia Association of Energy Service Companies

Terms and Conditions for Certified MAESCO courses Registration

1. Payment Options: Participants can pay for the Certified MAESCO courses through one of the following methods

- **SBL-KHAS Scheme:** Participants claiming funds under the SBL-KHAS scheme from the Human Resources Development Corporation (HRDC) **MUST** provide their SBL Khas Grant ID. The SBL Khas Grant ID **MUST** be submitted at least two weeks before the course date.
- **Via Bank Transfer:** All course fees **MUST** be transferred to **MAESCO's Public Bank account, number 3194459318**. Please email the payment receipt to **training@maesco.org.my** for MAESCO reference. Payment receipts **MUST** be submitted at least two weeks before the course start date.

Failure to provide proof of payment within the specified timeframe may result in forfeiture of the reserved slot.

2. Cancellation and Refund:

- **Advance Notice:** Cancellations **MUST** be communicated to MAESCO at least **fourteen (14) working days** before the course begins for a full refund.
- **Late Cancellation Fee:** Cancellations made less than **five (5) days** before the course start will incur a fee of **20%** of the total course fee, which compensates for administrative costs and potential revenue loss.
- **No-Show:**
 - **SBL-KHAS Scheme Participants:** Participants who register under the SBL-KHAS scheme and fail to attend without prior notification will have their organizations held liable to pay the full course fee. This payment is to compensate for the loss incurred due to the no-show and the potential allocation of the slot to another participant.
 - **Direct Bank Transfer Participants:** Participants who pay via direct bank transfer and fail to attend without providing a concrete, verifiable reason will not be eligible for any refund. This ensures that MAESCO is compensated for the reserved slot that could have been allocated to another interested participant.
- **Course Changes and Cancellations:** We reserve the right to alter the course schedule, content, venue, or to cancel the course entirely due to unforeseen circumstances. Affected participants will be notified promptly and refunded in full for cancellations initiated by MAESCO.

3. Liability: MAESCO will not be liable for any loss, damage, or inconvenience arising from course alterations or cancellations.

4. Data Privacy (PDPA): Participant data collected through registration is used solely for MAESCO'S purposes and will not be disclosed to third parties without consent, except as required by law.

5. Acceptance of Terms: By registering, participants acknowledge and agree to these terms and conditions. It is incumbent upon participants to understand these terms fully prior to registration.

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B1-1-09, Perniagaan Temasya 8, Jalan Doktor
U1/67 Seksyen U1, 40150 Shah Alam,
Selangor Darul Ehsan
Tel : 03-78906077
Phone : 017-5002161
Email : training@maesco.org.my

CERTIFIED ENERGY MANAGER TRAINING COURSE (CEMTC) REGISTRATION FORM

COURSE FEES :

- **RM 4,500.00**/PAX**
- **RM 4,000.00**/PAX (MEMBER)**

***Inclusive of Processing fee of Registration
application, Interview with ST. Course materials, Daily
refreshment and lunch.*

REGISTRATION FORM

Name of Company : _____

Company Address : _____

HR Contact Details : _____

CEMTC TRAINING DATES FOR 2024

- JULY 22TH - 26TH (SESSION #77)
- SEPTEMBER 2ND - 6TH (SESSION #78)
- NOVEMBER 11TH - 15TH (SESSION #79)

PARTICIPANT LIST

<u>Name of Participants</u>	<u>Email Address</u>	<u>Contact No</u>	<u>Qualification</u> <i>(MQA/BEM Certified)</i>
1.			
2.			
3.			
4.			