



UMW EQUIPMENT & ENGINEERING PTE LTD
WSQ - Operate Forklift (MF-LOG-106E-2) Module
APPLICATION FORM

I. COURSE APPLICATION

Please tick course(s) required

Tick One Only	Programs	Course Code	Course Fee (Prevailing GST applies)
	Module 1 - 5 days (Without Singapore Class 3 Driving License)	00003	S\$580.00
	Module 2 - 4 days (With Singapore Class 3 Driving License)	00004	S\$380.00

II. APPLICANT'S PARTICULARS

Name (as in NRIC / Passport / Work Permit)		Sex: Male / Female	
NRIC/FIN.* (* delete where applicable)		Date of Birth (dd/mm/yyyy)	
Nationality:	Race	Employment Sector (Mandatory)	
E-mail Address (Mandatory)		Mobile phone No. (Singapore Registration and Mandatory)	
Educational Qualification (Please tick where applicable / equivalent)	PSLE & Below <input type="checkbox"/>	Secondary / ITE <input type="checkbox"/>	"O" Levels / "A" Levels <input type="checkbox"/>
	Tertiary &/ Above <input type="checkbox"/>	WLPN <input type="checkbox"/>	
<i>In case of emergency</i>			
Contact Person		Contact No.	

I. ENTRY REQUIREMENTS

- Applicant with Singapore Class 3 driving license can register for **4-Days** (1 Day Theory & 2 Days Practical Training) and the last day for Theory & Practical Competency Assessment of 1 hour duration. The trainees under this category will not be required to attend the **Tuesday** session unless otherwise stated.
- Applicant without Singapore Class 3 license can only register for **5-Days** (1 Day Theory & 3 Days Practical Training) and the last day for Theory & Practical Competency Assessment of 1 hour duration.
- The minimum entry age is 18 years of age and the applicant must be in good health physically. **Those above 55 years of age need to submit a medical certificate of fitness.**
- Participant is required to bring his/her NRIC/Work Permit/Emp Pass/Passport and valid Driving License (if applicable) for verification on the first day of training.

CONSENT AND DECLARATION

1. Without limiting the rights of the Company under and subject to applicable law, by signing this 'Consent and Declaration', I consent to the Company, any entity within the UMW Holdings Berhad Group of Companies (as defined in the Personal Data Protection Notice) and any third party acting on its behalf, processing (as defined in the PDPN) my personal data for the purpose set out in the PDPN during and for a period after my application for training at the Company, in accordance with the Company's legal or business purposes and/or to the extent permitted by law.
2. I hereby declare that the information written in this application form are true and correct in every respect and I have not wilfully suppressed any material fact.

Signature of Applicant: _____

Date: _____

II. COMPANY SPONSORSHIP

To be completed only if applicant is sponsored by the company.

Name of Company	Company UEN (Mandatory)
Address	
Telephone No. (Mandatory)	E-Mail Address (Mandatory)
Name & Signature of PIC/Officer-in-Charge	Company's / Organization's stamp

UMW Equipment & Engineering Pte Ltd reserves the right to disqualify the participant should the above information be found incorrect and/or untrue.

UMW Equipment & Engineering Pte Ltd also reserves the right to amend the above terms and conditions from time to time without prior notice.

Please complete and return this application form together with a non-transferable Cheque or Bank Draft for the Course Fees made payable to "UMW EQUIPMENT & ENGINEERING PRIVATE LIMITED", to the following address:

UMW Equipment & Engineering Pte Ltd
108 International Road
Singapore 629173

General Terms & Conditions

A: General

1. Applicant to submit on an official application form prescript by UMW Equipment & Engineering Pte Ltd. The completed form duly signed together with photocopy of applicant's NRIC or Work Permit and driving license (if applicable) with the appropriate fee to reach the above-mentioned company two (2) weeks prior to the commencement of the course. Cheque/s payment in full amount for the course fee to be made payable to "UMW Equipment & Engineering Pte. Ltd".
2. Applicant will be informed one week in advance prior to the commencement of the appropriate course. Failure to attend the said course that he/she registered for will not allow the applicant to defer unless prior one (1) week notice is served to UMW Equipment & Engineering Pte Ltd in advance and are subjected to our acceptance and must be in writing addressed to The Officer-in-Charge. All requests are subjected to a 20% administrative charge of the course fee.
3. A written notice of withdrawal of course registered and the request for refund is to reach UMW Equipment & Engineering Pte Ltd, to the Officer-In-Charge one (1) week in advance, or a 20% administrative charge will be imposed on the registered course.
4. Any request for re-scheduling of course and replacement of applicant is subjected to an administrative charge of 20% of the course fee and the eligibility of the applicant unless prior one (1) week notice is served to UMW Equipment & Engineering Pte Ltd in advance. The request is to be in writing addressed to The Officer-In-Charge and must reach the Officer-In-Charge at least one (1) week before the course commencement date.
5. UMW Equipment & Engineering Pte. Ltd. is not obliged to conduct any of the training courses (Theory & Practical) scheduled if the minimum number to conduct a class do not meet the stipulated requirements.
6. Participant is required to meet a minimum of 75% attendance before he/she is being allowed to sit for the intended Theory/Practical Competency Assessment. Participant who does not meet the 75% attendance and wish to sit for the Theory and Practical Competency Assessment are require to re-register for the training again at cost.
7. Participant is required to scan the E-attendance and/or sign on the attendance registers at every training session without fail.
8. Participant who has achieved competency in the Theory and Practical Competency Assessment will be issued a "Statement of Attainment" from WDA.
9. Participant who is Not Yet Competent (NYC) in the Theory and Practical Competency Assessment will not be issued a "Statement of Attainment" for the prescribed course attended during the training.
10. The venue of the training course will be held at the following location:

**UMW Equipment & Engineering Pte Ltd
108 International Road
Singapore 629173**

11. Duration of the training course:

Morning Session		
	Training	0800 hrs to 1000 hrs
	Tea Break	1000 hrs to 1015 hrs
	Training	1015 hrs to 1215 hrs
	Lunch	1215 hrs to 1315 hrs
Afternoon Session		
	Training	1315 hrs to 1515 hrs
	Tea Break	1515 hrs to 1530 hrs
	Training	1530 hrs to 1730 hrs

12. The mode of instruction during the training will be delivered in **English**.

B: Dress Code & Conduct

13. Participant is required to be in appropriate working attire. He/she must bring own personal safety shoes for the practical training. Participant will not be allowed to take the Competency Assessment during the Practical sessions without safety shoes. Participant is also required to comply with the company's rules and regulations whilst in the premises of UMW Equipment & Engineering Pte Ltd. He/she is required to co-operate with the trainers, staffs and security personnel.

C: Enquiries

14. For more information, enquiries and enrolment matters, please contact our Company as follows:

**UMW Equipment & Engineering Pte Ltd
108, International Road
Singapore 629173
Tel. 6265 3155
Fax. 6266 1063**