

DIPLOMA IN PALM OIL MILLING TECHNOLOGY AND MANAGEMENT

DIPOM 2020

DATE

SEMESTER I	6 – 14 APRIL 2020
SEMESTER II	15 – 25 JUNE 2020
SEMESTER III	13 – 22 JULY 2020
FINAL EXAMINATION	24 – 25 AUGUST 2020

VENUE

**MPOB Head Office
Bangi, Selangor**



Malaysian Palm Oil Board (MPOB)

www.mpob.gov.my

Institute of Malaysian Plantation and Commodities (IMPAC)

Ministry of Plantation Industries and Commodities, Malaysia

mpob.gov.my

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FOREWORD

I am pleased to announce that the Malaysian Palm Oil Board (MPOB) in collaboration with the Institute of Malaysian Plantation and Commodities (IMPAC) together with various oil palm organisations from the industry and government agencies, continue to offer the Diploma in Palm Oil Milling Technology and Management (DIPOM). This course encompasses not only oil palm and palm oil technologies but also the management aspects of a palm oil mill. This unique technical training provides knowledge in the upstream and downstream aspects of palm oil production.

This Diploma caters to the needs of a wide spectrum of target groups – mill managers, assistant mill managers and supervisors. Lately, participants for DIPOM included fresh university graduates and those intending to join the oil palm industry.

MPOB has been offering this annual palm oil training programme since 1991. The programme was upgraded to a Diploma in 1999. To date, 29 programmes have been conducted.

This programme is designed and improved annually by the Technical Committee comprising members and experts from the oil palm industry, associations and government agencies.

The Diploma is a valuable asset for career advancement in the milling industry. The majority of past participants have been promoted to senior positions whilst others gained salary increments.

Feedback on the programme from past participants has been favourable. They had gained new insights into the latest oil palm technology from discussions and interaction with experts in the different fields. Interactions and sharing of experiences with their fellow participants from various organisations have further enhanced their knowledge in palm oil milling and management.

It is therefore our utmost pleasure to invite you to participate in this course.

Thank you.



Dr. Ahmad Parveez Ghulam Kadir
Director-General
Malaysian Palm Oil Board

DIPLOMA IN PALM OIL MILLING TECHNOLOGY AND MANAGEMENT

INTRODUCTION

The Malaysian Palm Oil Board (MPOB) offers the Diploma in Palm Oil Milling Technology and Management (DIPOM). Twenty nine (29) courses have been conducted since 1991-2019, with training in oil palm management, palm oil technology and overall management of palm oil mills.

DIPOM is a qualification which will pave the way for career advancement for those in the oil palm industry. Participants are assessed on project assignments and an examination. Two grades will be conferred, Distinction (70%-100%) and Pass (50%-69%).

ABOUT THE PROGRAMME

The Diploma, comprising lectures, project reports, assignments, practical and examination, is conducted in English. Participants are encouraged to actively participate in discussions and interactions with experts from the oil palm industry, related agencies and MPOB.

WHO SHOULD ATTEND?

Individuals from the oil palm industry and other interested parties involved either directly or indirectly with the crop. Those intending to move to the palm oil industry, including fresh graduates, are encouraged to apply.

ENTRY QUALIFICATIONS

- For Malaysian only.
- Sijil Pelajaran Malaysia (SPM) or equivalent with minimum two years working experience in palm oil mill and will be given preference sponsored by their respective organisations.
- Basic proficiency in English.

OBJECTIVES OF THE PROGRAMME

The objective of the programme is to expose participants to various technologies related to palm oil and its products with the emphasis on milling management. At the end of the course, participants should be:

- knowledgeable on the current development and status of the palm oil industry;
- acquainted with research and developments in oil palm and palm oil;
- able to discuss the latest developments with the industry experts; and
- able to apply the principles of management in their work.

COURSE PERIOD

The course consists of three semesters, each of 10 days duration:

Semester	Period
I	6 – 14 April 2020
II	15 – 25 June 2020
III	13 – 22 July 2020
Final Examination	24 – 25 August 2020

COURSE FEE

The course fee is RM3400.00 per participants.

The fee will cover lectures and inclusive of course materials, meals, refreshments and visits.

PAYMENT

- Payment can be done by bank transfer or cheque.
- Please send a copy of the bank slip to enable us to trace the payment.

Beneficiary : Malaysian Palm Oil Board
Bank Beneficiary : CIMB Islamic Bank Berhad
Tingkat Bawah dan Tingkat Satu,
Blok A-2 & A-3, MKH Avenue,
Jalan Avenue 1A,
43000 Kajang, Selangor
SWIFT Code : CTBBMYKL
CIMB Bank Current Account : 8600471810

EXAMINATION AND PROJECT REPORTS/ASSIGNMENTS

Examination and project reports/assignments will be used to gauge the performance of participants.

Title	Percentage (%)
Examination	70
Project Reports/Assignments (1 and 2)	30

COURSE CONTENT

SEMESTER I

<i>Lecture No.</i>	<i>Lecture</i>	<i>Hour</i>
1	The Oil Palm (Part I)	1.5
2	The Oil Palm (Part II)	1.5
3	Estate Management	1.5
4	Palm Oil Chemistry	1.5
5	Fresh Fruit Bunch Reception and Grading	1.5
6	Sterilisation Station - Design	1.5
7	Threshing and Pressing Station - Design	1.5
8	Kernel Recovery Plant - Design	1.5
9	Clarification Station - Design	1.5
10	Sterilisation Station - Operation	1.5
11	Threshing and Pressing Station - Operation	1.5
12	Kernel Recovery Plant - Operation	1.5
13	Clarification Station - Operation	1.5
14	Product Storage and Handling	1.5
15	Quality Control	1.5
16	Laboratory: Equipment and Analysis	1.5
17	Process Control	1.5
18	Effluent Treatment Plant	1.5
19	Palm Oil Application	1.5
20	Palm Oil Marketing	1.5
21	Technical Visit (Part I)	

SEMESTER II

<i>Lecture No.</i>	<i>Lecture</i>	<i>Hour</i>
1	Environmental Quality Act 1974	1.5
2	Factory and Machinery Act 1967	1.5
3	Basic Electrical Theory	1.5
4	Electrical Applications in Palm Oil Mill (Part I)	1.5
5	Electrical Applications in Palm Oil Mill (Part II)	1.5
6	Irrigation and Land Application	1.5
7	Raw and Boiler Water Treatment	1.5
8	Turbine Operation and Maintenance	1.5
9	Boiler Operation and Maintenance	1.5
10	Air Pollution Control System	1.5
11	Pump Operation and Maintenance	1.5
12	Fan Selection Operation and Maintenance	1.5
13	Bearings Types, Application, Installation and Failure Analysis	1.5
14	Power Station Operation and Maintenance	1.5
15	Fuel Steam Balance	1.5
16	Diesel Engines	1.5
17	Maintenance and Workshop	1.5
18	Control Theory and System Integrate	1.5
19	Noise Control	1.5
20	Biogas Capture and Application	1.5
21	Biomass Utilisation	1.5
22	Technical Visit (Part II)	

SEMESTER III

<i>Lecture No.</i>	<i>Lecture</i>	<i>Hour</i>
1	OSHA 18001	1.5
2	Introduction to ISO 9001	1.5
3	Introduction to ISO 14000	1.5
4	Industrial Relations and Labor Law	1.5
5	Introduction and Implementation of MSPO	1.5
6	Licensing and Enforcement for Palm Oil Mill	1.5
7	Palm Oil Current Issues and Challenges	1.5
8	Introduction to Accounting	1.5
9	Understanding Financial Statements	1.5
10	Introduction to Costing	1.5
11	Principle of Budgeting and Budgeting of Palm Oil Mill Operation	1.5
12	Cost Savings in Palm Oil Mill Operations	1.5
13	Purchasing and Inventory Control	1.5
14	Factory Management	1.5
15	Risk Management and Insurance	1.5
16	Security	1.5
17	Tribology and Lubrication	1.5
18	Introduction to Food Safety and Quality	1.5
19	Technical Visit (Part III)	

APPLICATION PROCEDURE

A complete application form with payment should be sent to the **Malaysian Palm Oil Board** before **20 March 2020**. Registration can only be confirmed upon receipt of payment or the sponsorship guarantee letter.

VENUE

The course venue will be at MPOB Head Office, 6, Persiaran Institusi, Bandar Baru Bangi, 43000 Kajang, Selangor.

ENQUIRIES

Dr. Andrew Yap Kian Chung

Technical Secretary of DIPOM

Tel : 03-8769 4466

Fax : 03-8926 2971

E-mail : andrew@mpob.gov.my

Norhaliza Kasmuri

Training and Conference Management Unit

Tel : 03-8769 4570

Fax : 03-8925 7549

E-mail : eija@mpob.gov.my

Mohd Hakeem Osman

Training and Conference Management Unit

Tel : 03-8769 4396

Fax : 03-8925 7549

E-mail : hakem@mpob.gov.my

Disclaimer: The organiser reserves the right to change or amend the course date/content/programme.



REGISTRATION FORM

Please complete and mail it to MPOB or fax to 03-8925 7549 before **20 March 2020**

PLEASE USE CAPITAL LETTERS THROUGHOUT, IF NOT TYPE WRITTEN

Note: * Delete whichever is not applicable

Name of Course:

DIPLOMA IN PALM OIL MILLING TECHNOLOGY AND MANAGEMENT (DIPOM) 2020

1. Full Name

2. NRIC No.

3. Male/Female*

4. Nationality

5. Bumiputra/Non-bumiputra*

6. Mailing Address

7. Vegetarian/Non-vegetarian*

8. E-mail

9. HP No.

10. Name of Employer

11. Private/Government/Semi-Government*

12. Employer's Address

13. Position/Job Title

14. Tel No.

15. Fax No.

16. Highest Academic Qualification

17. Experience (years):

() Degree

() minimum two years (for Palm Oil Mill Engineers)

() Diploma

() minimum 10 years (for Palm Oil Mill Supervisors)

() Secondary school certificate/SPM

I certify to the best of my knowledge that the above statements are correct.



Signature of Applicant

Date: _____

18. PAYMENT FOR REGISTRATION FEE

Cheque No. _____ Amount: RM _____

19. CONTACT PERSON AT SPONSORING ORGANISATION

Name: _____

Designation: _____

Organisation: _____

Address: _____

Tel No. _____ Fax No. _____ E-mail: _____

I certify to the best of my knowledge that the above statements are correct.

Signature

Date: _____

20. APPLICATION PROCEDURE

Participants are advised to send their completed application form with payment payable to **Malaysian Palm Oil Board** before **20 March 2020** and send it to:

Director-General
Malaysian Palm Oil Board (MPOB)
6, Persiaran Institusi
Bandar Baru Bangi
43000 Kajang, Selangor
(Attn: Mohd Hakeem Osman, Training and Conference Management Unit)

Registration will only be confirmed on receipt of the application form and payment.



