



2026



PUBLIC PROGRAM CALENDAR

Delivering the best training for you



Prepared By
OTC Training Centre Sdn. Bhd.

Contact Us



info@otc.com.my



+6012-588 2263



www.otc.com.my

MARCH 2026

UPCOMING PUBLIC PROGRAM

4&5

MAR

DATA PROTECTION OFFICER CERTIFICATE PROGRAMME

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

4&5

MAR

NAVIGATING IRBM STAMP DUTY SELF-ASSESSMENT SYSTEM

📍 BANGSAR KUALA LUMPUR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

4&5

MAR

SOCIAL MEDIA MARKETING, ARTIFICIAL INTELLIGENCE AND BRANDING DEVELOPMENT

📍 BANGSAR KUALA LUMPUR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

4&5

MAR

MICROSOFT EXCEL-INTERMEDIATE LEVEL

📍 BANGSAR KUALA LUMPUR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

9&10

MAR

FUNDAMENTALS OF CASH FLOW MANAGEMENT

📍 BANGSAR KUALA LUMPUR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

10&11

MAR

DEVELOPING COMPETENCIES IN COST REDUCTION AND NEGOTIATION FOR PURCHASING

📍 BANGSAR KUALA LUMPUR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

MARCH 2026

UPCOMING PUBLIC PROGRAM

11&12

MAR

BASIC GREENHOUSE GAS (GHG) ACCOUNTING, MITIGATION, AUDIT AND REPORTING TRAINING

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

11&12

MAR

EXCEL DASHBOARDS AND REPORTS

 BANGSAR KUALA LUMPUR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

11&12

MAR

UNDERSTANDING LABOUR LAWS –THE EMPLOYMENT ACT 1955 (AMENDMENT 2022)

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

12&13

MAR

STRATEGIC PROJECT FINANCE & COST LEADERSHIP: MASTERING FINANCIAL INTELLIGENCE, RISK & VALUE-DRIVEN PROJECT MANAGEMENT

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

12&13

MAR

UNDERSTANDING DELIVERY RULES USING INCOTERMS & SALES OF GOODS ACT AND CUSTOMS & SHIPPING DOCUMENTATION

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

16&17

MAR

PROFESSIONAL PURCHASING SKILLS

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

APRIL 2026

UPCOMING PUBLIC PROGRAM

6&7

APR

ELECTRICAL FOR NON ELECTRICAL PERSONAL

 BANGSAR KUALA LUMPUR

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

6&7

APR

HEATING, VENTILATION & AIR-CONDITIONING (HVAC)

 SUBANG, SELANGOR

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

6&7

APR

MEASUREMENT AND CALIBRATION SYSTEM

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

8&9

APR

EFFECTIVE STOCK TAKING AND INVENTORY CONTROL

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

8&9

APR

HIGH IMPACT TRANSFORMATIONAL LEADERSHIP SKILLS FOR MANAGERS & LEADERS USING NLP

 BAYAN LEPAS, PENANG

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

8&9

APR

HARNESS THE POWER OF GENERATIVE AI FOR ACCOUNTING AND FINANCE

 BANGSAR KUALA LUMPUR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

APRIL 2026

UPCOMING PUBLIC PROGRAM

13&14

APR

BASIC ENGINEERING & TECHNICAL KNOWLEDGE FOR TROUBLESHOOTING OF INDUSTRIAL MACHINE CIRCUIT FAULTY

 SUBANG, SELANGOR

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

13&14

APR

EFFECTIVE PAYROLL MANAGEMENT & ADMINISTRATION TRAINING

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

13&14

APR

STRATEGIC BID AND TENDER MANAGEMENT

 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

13&14

APR

MASTERING MALAYSIAN IMPORT, EXPORT, CUSTOMS DOCUMENTATION & PROCEDURES

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

13&14

APR

MICROSOFT EXCEL (ADVANCED LEVEL)

 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

15&16

APR

EFFECTIVE LOGISTICS AND SUPPLY CHAIN MANAGEMENT

 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING

 9:00 AM - 5:00 PM



[REGISTER HERE](#)

APRIL 2026

UPCOMING PUBLIC PROGRAM

15&16

APR

ESSENTIAL COST BENEFIT ANALYSIS

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

13&14

APR

TRAINING NEED ANALYSIS

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

15&16

APR

UNDERSTANDING AND IMPLEMENTATION OF RESPONSIBLE BUSINESS ALLIANCE (RBA VERSION 8.0.2)

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

15&16

APR

POWER BI DESKTOP: MASTERING DATA VISUALIZATION

 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

20&21

APR

UNDERSTANDING MALAYSIA SALES AND SERVICES TAX (SST)

 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

20&21

APR

PLASTIC INJECTION MOLDING DEFECTS PREVENTION & ROOT CAUSE ANALYSIS

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

APRIL 2026

UPCOMING PUBLIC PROGRAM

20&21

APR

INTERNAL COMBUSTION ENGINES-OPERATIONS AND MAINTENANCE

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

20&21

APR

MICROSOFT PROJECT PROFESSIONAL

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

22&23

APR

MINDSET TRANSFORMATION FOR MANAGERS & LEADERS USING NLP FOR PEAK PERFORMANCE AT THE WORKPLACE

📍 BANGSAR, KUALA LUMPUR

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

27&28

APR

INTRODUCTION TO ROOT CAUSE ANALYSIS

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

MAY 2026

UPCOMING PUBLIC PROGRAM

4&5

MAY

ESSENTIAL OF PROJECT MANAGEMENT

 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

5&6

MAY

PRODUCTIVITY-FOCUSED CAPACITY PLANNING & LINE OPTIMIZATION

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

6&7

MAY

BASIC ELECTRICAL KNOWLEDGE TRAINING

 BANGSAR, KUALA LUMPUR
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

6&7

MAY

CUSTOMS DOCUMENTATION, RULING, FACILITIES & LICENSED MANUFACTURING WAREHOUSE (LMW)

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

6&7

MAY

EFFECTIVE WAREHOUSE OPERATION AND INVENTORY MANAGEMENT- MALAY VERSION

 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

6&7

MAY

FINANCE ANALYSIS, COSTING, MODELLING AND BUDGETING

 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
 9:00 AM - 5:00 PM



[REGISTER HERE](#)

MAY 2026

UPCOMING PUBLIC PROGRAM

11&12

MAY

UNDERSTANDING LABOUR LAWS –THE EMPLOYMENT ACT 1955 (AMENDMENT 2022)

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM – 5:00 PM



[REGISTER HERE](#)

11&12

MAY

USEFUL EXCEL FORMULAS AND FUNCTIONS

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM – 5:00 PM



[REGISTER HERE](#)

13&14

MAY

INTERVIEWING STRATEGIES (WITH PERSONALITY ASSESSMENT TOOL)

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM – 5:00 PM



[REGISTER HERE](#)

13&14

MAY

GEOMETRIC DIMENSIONING AND TOLERANCING (GD&T)

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM – 5:00 PM



[REGISTER HERE](#)

13&14

MAY

HANDLING FULL SET ACCOUNTS COURSE

📍 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING

🕒 9:00 AM – 5:00 PM



[REGISTER HERE](#)

13&14

MAY

SUPPLY CHAIN INTEGRATION – FROM PROCUREMENT, WAREHOUSING AND INVENTORY TO LOGISTICS

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM – 5:00 PM



[REGISTER HERE](#)

MAY 2026

UPCOMING PUBLIC PROGRAM

18&19
MAY

INTRODUCTION TO CLEANROOM MAINTENANCE, OPERATION, DESIGN & CONSTRUCTION

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

19&20
MAY

FINANCE FOR NON FINANCE PROFESSIONALS

📍 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

19&20
MAY

MANAGING YOUR SUPPLIER AND VENDOR WITH EFFECTIVE TECHNIQUES

📍 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

20&21
MAY

ANTI-BRIBERY AND CORRUPTION-S. 17A CORPORATE LIABILITY PERSPECTIVE

📍 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

JUNE 2026

UPCOMING PUBLIC PROGRAM

3&4

JUNE

SCHEDULED PLANNED MAINTENANCE AND PREDICTIVE MAINTENANCE

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

10&11

JUNE

INTERNATIONAL TRADE REGULATION AND LAW

📍 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

10&11

JUNE

PROFESSIONAL PURCHASING AND PROCUREMENT SKILLS FOR PURCHASER

📍 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

15&16

JUNE

STRATEGIC PROCUREMENT AND INVENTORY MANAGEMENT SYSTEM WITH INTRODUCTION TO CONTRACT MANAGEMENT

📍 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

15&16

JUNE

DATA PROTECTION OFFICER CERTIFICATE PROGRAMME

📍 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

15&16

MAY

MASTERY PROCUREMENT AUDIT

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING
🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)



info@otc.com.my



+6012-588 2263



www.otc.com.my

JUNE 2026

UPCOMING PUBLIC PROGRAM

18&19

JUNE

MASTERING MALAYSIAN IMPORT, EXPORT, CUSTOMS DOCUMENTATION & PROCEDURES

📍 SUBANG, SELANGOR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)

23&24

JUNE

STRATEGIC PROCUREMENT-DEVELOPING WIN-WIN NEGOTIATION

📍 BANGSAR, KUALA LUMPUR / REMOTE ONLINE TRAINING

🕒 9:00 AM - 5:00 PM



[REGISTER HERE](#)



info@otc.com.my



+6012-588 2263



www.otc.com.my

CONTACT US!

JOHOR-BAHRU | 93-01, Jalan Molek 1/29,
Taman Molek, Johor Bahru, Johor 81100
Malaysia.

Tel : +6012-588 2263

Email : info@otc.com.my

PENANG | 77C-2-14, Jalan Sungai Dua,
Sungai Dua, 11700 Gelugor, Penang,
Malaysia.

Tel : +604-656 7601

Email : info@otc.com.my

SELANGOR | No. 7, 1st Floor, SS 18/1B,
47500 Subang Jaya, Selangor, Malaysia.

Tel : +6012-588 2263

Email : info@otc.com.my



Kindly scan the QR code
and follow us at social
media.



HRD
awards
2022
TRAINING PROVIDER

