

NO	Induction program	Position / Dept.	Facilitator	Type	Duration (hrs.)	Q1			Q2			Q3			Q4		
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	HR Orientation for new employee	All new staff	HR	Orientation	8	Training upon new coming staff											
2	Cyber Security Awareness Training : Phishing Email	New Staff (WC)	IT	Orientation	1	Training upon new coming staff											
3	HSSE Orientation : Safety Rules & Regulations, Energy Conservation	All new staff	Safety	Orientation	6	Training upon new coming staff											
4	Lean Level 1	All new staff	Lean Trainer	In-house	6	Training upon new coming staff											
5	Lean Level 2	All new staff	Lean Trainer	Online	1	Training upon new coming staff											
NO	HSSE Training (Mandatory)	Position / Dept.	Facilitator	Type	Duration (hrs.)	Q1			Q2			Q3			Q4		
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Safety Officer : Management Level	Superintendent - Manager	External Facilitator	Public / Online	12	Training upon new coming staff at that level/Promotion											
2	Safety Officer : Supervisory Level (training upon new coming staff at that level)	Supervisors (PM)	External Facilitator	Public / Online	12	Training upon new coming staff at that level/Promotion											
3	Basic Fire Fighting (Concerned by Law)	40% for each section/ or working area	External Facilitator	Public	6					●						●	
4	Safety in Electrical work (Concerned by Law)	New ENG technician who work with Electric	External Facilitator	In-house	6			●		●							
5	Boom lift Operator (Concerned by Law)	New ENG technician who work with Boom lift or other persons who use boom lift	External Facilitator	In-house	6			●		●							
6	Forklift Operator (Concerned by Law)	New ENG technician who work with Forklift	External Facilitator	In-house	6			●		●							
7	Occupational and Environmental Diseases (New Law 2022) โรคจากการทำงานและสิ่งแวดล้อม (กฎหมายใหม่ 2565) (Concerned by Law)	All	Safety Trainers	In-house / Online	1					●	●	●	●	●	●	●	
NO	Refreshment Training	Position / Dept.	Facilitator	Type	Duration (hrs.)	Q1			Q2			Q3			Q4		
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Skills Development & Safety Training for Hustler Driver	Hustler Drivers	Internal Trainers	Online	4	●	●	●									
2	Compliance refreshment training	All positions	K.Pakcharin Y.	Online	1							●	●	●			
NO	Core Competency Training	Position / Dept.	Facilitator	Type	Duration (hrs.)	Q1			Q2			Q3			Q4		
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Operating System Training	Staff (WC)	K.Sahrat K.	In-house	6	●	●		●	●		●	●	●	●		
2	Lean Level 3	Supervisor and up level	K.Sahrat K.	In-house	16	●		●		●	●						
NO	Managerial Competency Training	Position / Dept.	Facilitator	Type	Duration (hrs.)	Q1			Q2			Q3			Q4		
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Leadership and Supervisory Skill	Sup-Mgr	External Facilitator	In-house / Online	6				●								
2	People Management Skills (PMS)	Sup-Mgr	External Facilitator	In-house / Online	6								●				
3	Analytical Thinking for Effective Decision Making & Problem Solving	Sup-Mgr / Data team	External Facilitator	In-house / Online	6			●			●						
NO	Functional Competency Training	Position / Dept.	Facilitator	Type	Duration (hrs.)	Q1			Q2			Q3			Q4		
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	CPD-Accounting Training (12 hrs / year)	ACT Manager / Finance Manager	External Facilitator	Public / Online	12					●						●	
2	CPA-Accounting Training (20 hrs.-Official / year)	CFO	External Facilitator	Public / Online	20					●						●	

NO	Functional Competency Training	Position / Dept.	Facilitator	Type	Duration (hrs.)	Q1			Q2			Q3			Q4		
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

		Annual Training Plan 2023														
3	Update Tax and Accounting Regulations	Finance and Accounting Team	External Facilitator	Public / Online	12	Depends on the availability of course from the institute										
4	Training or development of knowledge about safety at work การฝึกอบรมหรือการพัฒนาความรู้เกี่ยวกับความปลอดภัยในการทำงาน	Safety Officer(จปว.) (Nanphat, Hunsu, Suchanon, Weeraphon, Soraya)	External Facilitator	Public	12			●	●	●	●	●	●	●		
5	Occupational and Environmental Diseases (New Law 2022) โรคจากการประกอบอาชีพและสิ่งแวดล้อม (กฎหมายใหม่ 2565)	Nanphat, Hunsu, Suchanon	External Facilitator	Public / Online	6	●	●	●								
6	Firefighting equipment using for ERT	ERT Team	External Facilitator	Public	18			●								
7	Basic first aid & CPR	ERT Team	External Facilitator	Public	6					●						
8	Port Facility Security Officer (PFSO)	Shift Superintendent (Swiss, Daraphorn, Akapol)	External Facilitator	Public	15	Depends on the availability of course from the institute										
9	Refresher training in Incident investigation technique	Investigation team	K.Boonsong W.	In-house	6			●								
10	English Improvement Program - Level 2	Student who achieved Level 1	Native Studio	Online	48		●	●	●	●						
11	English Improvement Program - Level 1	Nominated person	External Facilitator	Online	30				●	●	●					
12	Excel for Business	Officer - Sup	External Facilitator	In-house / Online	6		●			●			●			●
13	Business English Email Writing Skills	Sup Lev.	External Facilitator	In-house / Online	6			●			●			●	●	
14	Safety Awareness	OPS & ENG	Safety Trainers	In-house	3			●	●	●	●	●	●	●	●	●

**Remark :** Any courses not included in this plan could be held upon request.