

SCHEDULE : HOSPITALITY COURSES SKM F&B CAPTAIN, SENIOR CHAMBERMAID & DEMI CHEF LEVEL 2							4 MAR- 4 SEP 2012
Week & Hours	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
W1 10.00am-1pm (Tutorial 2-5pm) 8-11pm	4 Mar 12 HT-010-2 F&B Module 1 (PT) (Ray)	5 Mar 12 HT-010-2 F&B Module 1 (PT) (Ray)	6 Mar 12 HT-050-2 CM Module 1 (PT) (Rusanah)	7 Mar 12 HT-050-2 CM Module 1 (PT) (Sarina)	8 Mar 12 L-041-2 Demi M1 (PT, PP) (Zamzuri)	9 Mar 12	10 Mar 12 L-041-2 Demi M1 (PT, PP) (Rokiyah)
W2 10.00am-1pm (Tutorial 2-5pm) 8-11pm	11 Mar 12 HT-010-2 F&B Module 1 (PP) (Ray)	12 Mar 12 HT-010-2 F&B Module 1 (PP) (Ray)	13 Mar 12 HT-050-2 CM Module 1 (PP) (Rusanah)	14 Mar 12 HT-050-2 CM Module 1 (PP) (Sarina)	15 Mar 12 L-041-2 Demi M2 (PT, PP) (Zamzuri)	16 Mar 12	17 Mar 12 L-041-2 Demi M2 (PT, PP) (Rokiyah)
W3 10.00am-1pm (Tutorial 2-5pm) 8-11pm	18 Mar 12 HT-010-2 F&B Module 2 (PT) (Ray)	19 Mar 12 HT-010-2 F&B Module 2 (PT) (Ray)	20 Mar 12 HT-050-2 CM Module 2 (PT) (Rusanah)	21 Mar 12 HT-050-2 CM Module 2 (PT) (Sarina)	22 Mar 12 L-041-2 Demi M3 (PT, PP) (Zamzuri)	23 Mar 12	24 Mar 12 L-041-2 Demi M3 (PT, PP) (Rokiyah)
W4 10.00am-1pm (Tutorial 2-5pm) 8-11pm	25 Mar 12 HT-010-2 F&B Module 2 (PT) (Ray)	26 Mar 12 HT-010-2 F&B Module 2 (PT) (Ray)	27 Mar 12 HT-050-2 CM Module 2 (PT) (Rusanah)	28 Mar 12 HT-050-2 CM Module 2 (PT) (Sarina)	29 Mar 12 L-041-2 Demi M4 (PT, PP) (Zamzuri)	30 Mar 12	31 Mar 12 L-041-2 Demi M4 (PT, PP) (Rokiyah)

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W5 10.00am-1pm (Tutorial 2-5pm) 8-11pm	1 Apr 12 HT-010-2 F&B Module 3 (PT) (Ray)	2 Apr 12 HT-010-2 F&B Module 3 (PT) (Ray)	3 Apr 12 HT-050-2 CM Module 3 (PT) (Rusanah)	4 Apr 12 HT-050-2 CM Module 3 (PT) (Sarina)	5 Apr 12 L-041-2 Demi M5 (PT, PP) (Zamzuri)	6 Apr 12	7 Apr 12 L-041-2 Demi M5 (PT, PP) (Rokiyah)
W6 10.00am-1pm (Tutorial 2-5pm) 8-11pm	8 Apr 12 HT-010-2 F&B Module 3 (PT) (Ray)	9 Apr 12 HT-010-2 F&B Module 3 (PT) (Ray)	10 Apr 12 HT-050-2 CM Module 3 (PT) (Rusanah)	11 Apr 12 HT-050-2 CM Module 3 (PT) (Sarina)	12 Apr 12 L-041-2 Demi M6 (PT, PP) (Zamzuri)	13 Apr 12	14 Apr 12 L-041-2 Demi M6 (PT, PP) (Rokiyah)
W7	15 Apr 12 OJT	16 Apr 12 OJT	17 Apr 12 OJT	18 Apr 12 OJT	19 Apr 12 OJT	20 Apr 12 OJT	21 Apr 12 OJT
W8	22 Apr 12 OJT	23 Apr 12 OJT	24 Apr 12 OJT	25 Apr 12 OJT	26 Apr 12 OJT	27 Apr 12 OJT	28 Apr 12 OJT

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W9	29 Apr 12 OJT	30 Apr 12 OJT	1 May 12 OJT	2 May 12 OJT	3 May 12 OJT	4 May 12 OJT	5 May 12 OJT
W10	6 May 12 OJT	7 May 12 OJT	8 May 12 OJT	9 May 12 OJT	10 May 12 OJT	11 May 12 OJT	12 May 12 OJT
W11	13 May 12 OJT	14 May 12 OJT	15 May12 OJT	16 May 12 OJT	17 May 12 OJT	18 May 12 OJT	19 May 12 OJT
W12	20 May 12 OJT	21 May 12 OJT	22 May 12 OJT	23 May 12 OJT	24 May 12 OJT	25 May12 OJT	26 May 12 OJT
W13	27 May 12 OJT	28 May 12 OJT	29 May12 OJT	30 May12 OJT	31 may 12 OJT	1 Jun 12 OJT	2 Jun12 OJT

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W14 10.00am-1pm (Tutorial 2-5pm) 8-11pm	3 Jun 12 HT-010-2 F&B Module 4 (PT) (Ray)	4 Jun 12 HT-010-2 F&B Module 4 (PT) (Ray)	5 Jun 12 HT-050-2 CM Module 4 (PT) (Rusanah)	6 Jun 12 HT-050-2 CM Module 4 (PT) (Sarina)	7 Jun 12 L-041-2 Demi M7 (PT, PP) (Zamzuri)	8 Jun 12	9 Jun 12 L-041-2 Demi M7 (PT, PP) (Rokiyah)
W15 10.00am-1pm (Tutorial 2-5pm) 8-11pm	10 Jun 12 HT-010-2 F&B Module 4 (PP) (Ray)	11 Jun 12 HT-010-2 F&B Module 4 (PP) (Ray)	12 Jun 12 HT-050-2 CM Module 4 (PP) (Rusanah)	13 Jun 12 HT-050-2 CM Module 4 (PP) (Sarina)	15 Jun 12 L-041-2 Demi M8 (PT, PP) (Zamzuri)	15 Jun 12	16 Jun 12 L-041-2 Demi M8 (PT, PP) (Rokiyah)
W16 10.00am-1pm (Tutorial 2-5pm) 8-11pm	17 Jun 12 HT-010-2 F&B Module 5 (PT) (Ray)	18 Jun 12 HT-010-2 F&B Module 5 (PT) (Ray)	19 Jun 12 HT-050-2 CM Module 5 (PT) (Rusanah)	20 Jun 12 HT-050-2 CM Module 5 (PT) (Sarina)	21 Jun 12 L-041-2 Demi M9 (PT, PP) (Zamzuri)	22 Jun 12	23 Jun 12 L-041-2 Demi M9 (PT, PP) (Rokiyah)
W17 10.00am-1pm (Tutorial 2-5pm) *KENDIRI *PEMERHATIAN 8-11pm *KENDIRI *PEMERHATIAN	24 Jun 12 HT-010-2 F&B Module 5 (PT) (Ray)	25 Jun 12 HT-010-2 F&B Module 5 (PT) (Ray)	26 Jun 12 HT-050-2 CM Module 5 (PT) (Rusanah)	27 Jun 12 HT-050-2 CM Module 5 (PT) (Sarina)	28 Jun 12 L-041-2 Demi M10 (PT, PP) (Zamzuri)	29 Jun 12	30 Jun 12 L-041-2 Demi M10 (PT, PP) (Rokiyah)

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W18 10.00am-1pm (Tutorial 2-5pm) 8-11pm	1 Jul 12 HT-010-2 F&B Module 6 (PT) (Ray)	2 Jul 12 HT-010-2 F&B Module 6 (PT) (Ray)	3 Jul 12 HT-050-2 CM Update File	4 Jul 12 HT-050-2 CM Update File	5 Jul 12 L-041-2 Demi M11 (PT, PP) (Zamzuri)	6 Jul 12	7 Jul 12 L-041-2 Demi M11 (PT, PP) (Rokiyah)
W19 10.00am-1pm (Tutorial 2-5pm) 8-11pm	8 Jul 12 HT-010-2 F&B Module 6 (PT) (Ray)	9 Jul 12 HT-010-2 F&B Module 6 (PT) (Ray)	10 Jul 12 HT-050-2 CM Update File	11 Jul 12 HT-050-2 CM Update File	12 Jul 12 L-041-2 Demi M12 (PT, PP) (Zamzuri)	13 Jul 12	14 Jul 12 L-041-2 Demi M 12,13 (PT, PP) (Rokiyah)
W20 10.00am-1pm (Tutorial 2-5pm) 8-11pm	15 Jul 12 OJT	16 Jul 12 OJT	17 Jul 12 OJT	18 Jul 12 OJT	19 Jul 12 L-041-2 Demi M13 (PT, PP) (Zamzuri)	20 JUL 12 OJT	21 Jul 12 L-041-2 Demi M 13 (PT, PP) (Rokiyah)
W21	22 Jul 12 OJT	23 Jul 12 OJT	24 Jul 12 OJT	25 Jul 12 OJT	26 Jul 12 OJT	27 Jul 12 OJT	28 Jul 12 OJT

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W22	29 Jul 12 OJT	30 Jul 12 OJT	31 Jul 12 OJT	1 Aug 12 OJT	2 Aug 12 OJT	3 Aug 12 OJT	4 Aug 12 OJT
W23	5 Aug 12 OJT	6 Aug 12 OJT	7 Aug 12 OJT	8 Aug 12 OJT	9 Aug 12 OJT	10 Aug 12 OJT	11 Aug 12 OJT
W24	12 Aug 12 OJT	13 Aug 12 OJT	14 Aug 12 OJT	15 Aug 12 OJT	16 Aug 12 OJT	17 Aug 12 OJT	18 Aug 12 OJT
W25	19 Aug 12	20 Aug 12	21 Aug 12	22 Aug 12	23 Aug 12	24 Aug 12	25 Aug 12
W26	26 Aug 12	27 Aug 12	28 Aug 12	29 Aug 12	30 Aug 12	31 Aug 12	1 Sep 12
SKM LEVEL 2 FINISH							

NOTE FOR TRAINERS :

Week 22 : TRAINERS FINAL CHECK ON STUDENT FILES

Week 23 : TRAINERS FINAL REPORT

Week 24 : PROGRAM COMPLETED - Official date of Completion : 4 Sep 2012

There will be no examination for Level 1. Files will be presented together with Level 2 during PPL (Scheduled 15 Sep 2012)

NOTE : Total hours requirement = Minimum 600 hrs, Minimum Theory = 120 hrs (20%), Minimum Practical = 480 hrs (80%)

1. Logbook

- a. Logbook must be written from Week 1 (ie 5 Sept 2011). By the end of the course, there must be 24 weeks of report
- b. Logbook must be signed by certified COACH in-charged. All apprentices must be informed who their Coach is.
- c. Theory Classes are to be reported for 12 weeks only as follows :
 - 10hrs/week, ie [10am-5pm(Day1) and 3-11pm(Day2)] x 12 weeks (Please use exact dates on schedule)
 - **TOTAL Theory = 10hrs x 12 weeks = 120 hrs**
- d. OJT : Working days from **Week 1-24** are to be reported 5 Days a week as follows (please exclude theory days) :
 - OJT report : 4hrs x 5 days/wk x 24 weeks (Please use exact dates)
 - **Total On-Job-Training = 480 hrs**

TOTAL HOURS = 120 + 480 = 600 HOURS