



SUSTAINABLE MATERIALS MANAGEMENT (SMM) TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor

Course Title: Sustainable Materials Management (SMM) Training

Course Validity: 2 Days

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training introduces participants to Sustainable Materials Management (SMM), focusing on reducing environmental impacts across the entire material lifecycle. It covers material efficiency, circular economy concepts, waste minimisation, resource conservation and responsible procurement. The course aims to equip organisations with the knowledge needed to transition from linear to sustainable material management practices.

OBJECTIVE(S):

- Understand SMM principles and lifecycle-based resource management
- Learn material efficiency, conservation and optimisation methods
- Strengthen awareness of waste reduction, 3R and circular economy approaches
- Understand responsible procurement and sustainable material choices
- Learn environmental, social and compliance considerations in material use
- Improve organisational capability in monitoring material performance
- Support transition to low-waste, resource-efficient operations

TARGET GROUP(S):

- ESG and sustainability teams
- Procurement & supply chain personnel
- Production, facility and operations teams
- Quality, EHS and compliance departments
- Organisations seeking resource-efficient and sustainable approaches

ENTRY REQUIREMENT(S):

- Able to read, write, and communicate in Malay/English

TOPIC(S):

1. Introduction to Sustainable Materials Management Principles
2. Material Lifecycle, Resource Use and Environmental Impacts
3. Material Efficiency, Optimisation and Conservation Strategies
4. Waste Reduction, 3R Approaches and Circular Economy Concepts
5. Sustainable Procurement, Material Selection and Alternatives
6. Environmental and Social Considerations in Material Use
7. Monitoring, Documentation and Compliance Requirements
8. Sustainable Material Planning, Improvement and Best Practices

LIST OF REFERENCE BOOK(S):

- SMM & Circular Economy Guidelines
- Sustainable Procurement Standards
- Environmental Resource Management Manuals
- Waste Reduction & Material Efficiency References

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories

METHODOLOGY(S):

- Lecture
- Case studies
- Group discussions
- Documentation review

TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration and Introduction
9:00 am – 9:45 am	Topic 1: SMM Principles
9:45 am – 10:30 am	Topic 2: Material Lifecycle & Impacts
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 3: Material Efficiency & Conservation
11:30 am – 12:30 pm	Topic 4: Waste Reduction & Circular Economy
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Case Study: Material Waste Hotspots
2:30 pm – 3:30 pm	Workshop: Material Flow Mapping
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Practical Exercise: Identifying Reduction Opportunities

TRAINING SCHEDULE

Day 2

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 1 & Q&A
9:00 am – 9:45 am	Topic 5: Sustainable Procurement & Material Alternatives
9:45 am – 10:30 am	Topic 6: Environmental & Social Considerations
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 7: Monitoring & Compliance Requirements
11:30 am – 12:30 pm	Practical: Material Tracking & Evaluation
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Topic 8: Sustainable Material Planning & Best Practices
2:30 pm – 3:30 pm	Group Activity: SMM Improvement Plan
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Final Review, Q&A & Closing