



APRIL 2021 CTRE PROGRAMS @ KLTGA

11 NEW TOPICS!

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WHEN	TIME	TOPIC	LANGUAGE	SPEAKER
2nd Fri	9.30am - 12.45pm	St. Francis Xavier Legendary Life & His Incorrupt Body	MANDARIN	Ms. Lisa Say Chen Fong
	1.45pm - 5.00pm	The Interesting Destination in Terengganu		
10th Sat	9.30am - 12.45pm	Tropical Timber and Other Forest Product	MALAY	Pn. Noridah Binti Tahir
	1.45pm - 5.00pm	(New) Edible Rare Fruits in Malaysia		
13th Tues	9.30am - 12.45pm	(New) Cardiopulmonary Resuscitation (CPR) + Automated External Defibrillator (AED)	ENGLISH	Mr. Cheang Chee Kin Mr. Billy Woo Yin Khee
	1.45pm - 5.00pm	(New) Conduct of Cruise Ships' Shore Excursions by Tourist Guides		
16th Fri	9.30am - 12.45pm	(New) Reminiscing the Golden Era of Tin Mining	MANDARIN	Mr. Kevin Fong Soon Heng
	1.45pm - 5.00pm	(New) Brief Introduction of Malaysia's UNESCO World Heritage		
20th Tues	9.30am - 12.45pm	Understanding Biodiversity in Malaysia	ENGLISH	Ms. Tong Pei Sin Ms. Marie Gerardine Teo
	1.45pm - 5.00pm	The Peranakan-Heritage & Culture Defined		
23rd Fri	9.30am - 12.45pm	(New) Hiking & Camping in Malaysia	MANDARIN	Mr. Lim Weng Sia
	1.45pm - 5.00pm	(New) Survival Skill in Forest		
24th Sat	9.30am - 12.45pm	Hills & Hiking as a Touristic Activity.	MANDARIN	Ms. Harriet Tan Wan Hooi Mr. Lim Pe Hong
	1.45pm - 5.00pm	Japanese Culture For Foreigners: Insider Secrets You Need To Know		
27th Tues	9.30am - 12.45pm	(New) Deeper Understanding of Petrol Stations in Malaysia	ENGLISH	Mr. Alex Raj
	1.45pm - 5.00pm	(New) Wars of British Malaya		
30th Fri	9.30am - 12.45pm	(New) The National Monument	MANDARIN	Ms. Evon Yong Yoke Ching Mr. Jim Lee Giin Tian
	1.45pm - 5.00pm	(New) The Story of Tan Kah Kee		

PLEASE SEE NEXT PAGE FOR TERMS & CONDITIONS

CTRE PROGRAM TERMS & CONDITIONS

1. The revised in-house CTRE fees w.e.f from April 2021 till December 2021 will be as follows:

1.1 KLTGA members with valid KLTGA membership: RM30.00 per topic.

1.2 Non-Members: RM60.00 per topic (unchanged)

2. Minimum/maximum number of participants per CTRE class during this CMCO period.

2.1. Please note that in view of the reduced fees being paid by members for the CTRE classes from April onwards, a **minimum of 10 participants** is required to confirm a CTRE class.

2.2. In adherence to social distancing protocols, a **maximum of 19 participants** is allowed for each CTRE class.

3. **Cut off days** to determine if a CTRE class has received the minimum of 10 participants is 3 days as follows:

3.1. For Tuesday CTREs = by Friday 5.00pm the week before.

3.2. For Friday CTREs = by Tuesday 5.00pm of the same week.

3.3. For Saturday CTREs = by Wednesday 5.00pm of the same week.

4. Bookings for a CTRE class can only be made in the following manner:

4.1 In person at KLTGA office during office hours.

4.2 Via email to: kltga@live.com.

4.3 Via calls to KLTGA office during office hours @ **03-9221 0688**.

5. **Pre-payment** is required for confirmation of booking

5.1. To be fair to all members, bookings are only accepted with prepayment on a first come, first served basis.

5.2. Confirmation of your CTRE class participation can only be made to you upon receipt of your payment.

5.3. Once you know space is available for any of the CTRE topics you wish to attend, please make immediate payment for the CTRE topic/s via GIRO transfer to **KLTGA MAYBANK account number 014105301486**.

5.4. Also email to kltga@live.com the confirmation of your payment immediately, **providing the following**:

5.4.1 Name & TG No

5.4.2 Date, Time & CTRE topics you are paying for

5.4.3 Total amount paid

5.4.4 Copy of bank-in/payment slip/screenshot

5.5. Members with sufficient unused CTRE deposits still with KLTGA may request for the deposit as payment.

5.5.1 Email the request to kltga@live.com to ensure written record for our mutual protection.

6. **Refunds, postponements, transfer of confirmations & cancellations**

6.1. Once a booking is confirmed & paid, no changes whatsoever will be allowed.

6.2. All bookings are non-refundable & non-transferable.

6.3. Postponement/cancellation of confirmed bookings is strictly prohibited for whatever reason whatsoever.

6.4. So, please make bookings only when you are absolutely sure you will be able to attend!

7. **Cancellation of CTRE classes due to insufficient number of participants.**

7.1 If a CTRE class has to be canceled when the minimum number of 10 participants is not achieved by the cut off day (as in 3 above), payments made will be withheld at KLTGA & applied toward your future CTRE bookings.

8. **Compliance with all KKM & relevant CMCO SOPs**

In conducting in-class CTRE @ KLTGA during the current CMCO, all the usual pandemic SOPs will be apply:

8.1. These include...

8.1.1 Compulsory mask wearing while in KLTGA office & throughout the CTRE classes.

8.1.2 Scanning the [MySejahtera](#) at KLTGA office /registering in visitors' log.

8.1.3 Body temperature check upon entry to KLTGA office.

8.1.4 Social distancing in KLTGA office & the seminar room.

8.2. All other CMCO SOPs practiced during previous in-house CTRE classes will also be strictly enforced.

8.3. As a reminder, CMCO SOP announcements will be made at the beginning of each CTRE class.

For further clarification/information, please visit/call KLTGA office during office hours or email - kltga@live.com