



MyBEM Online Registration System

Ir. Dr. MEGAT ZUHAIRY MEGAT TAJUDDIN
BEM Registrar

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OUTLINE OF PRESENTATION


1. Introduction
2. Basics
3. Beyond Basics
4. New Features
5. Q&A

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ACRONYM



- AC - Accredited Checker
- BiMS - BEM Information Management System
- CCC - Certificate of Completion & Compliance
- CPD - Continuing Professional Development
- ECP - Engineering Consultancy Practices
- EngTech - Engineering Technologist
- GE - Graduate Engineer
- IHL - Institution of Higher Learning
- IOW - Inspector of Works
- PAE - Professional Assessment Examination
- PCE - Professional Competency Examination
- PE - Professional Engineer
- PEPC - Professional Engineer with Practicing Certificate

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01 | INTRODUCTION

What is MyBEM?



What is MyBEM?

Fully integrated online registration and renewal system and CPD system covering:

➤ Registered Persons

- IOW, EngTech, GE, PE, PEPC, AC & ACPE
- e-Bulk Online Registration for IOW, EngTech & GE
- CPD & CPD Audit

➤ Engineering Consultancy Practices

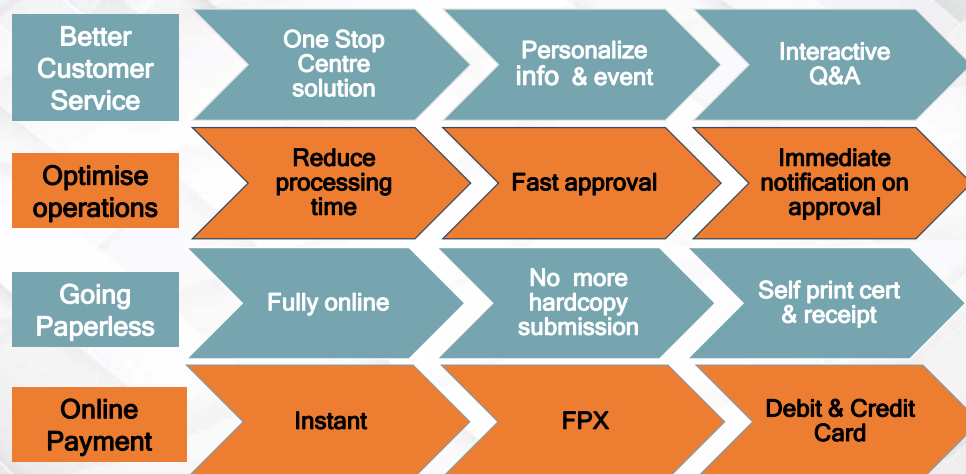
- Body Corporate
- Multi Disciplinary Practices
- Partnership
- Sole Proprietorship

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Benefits of MyBEM




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Benefits of MyBEM



New Module


- Inspector of Works (Malaysian & non-Malaysian citizen)
- Engineering Technologist (Malaysian & non-Malaysian citizen)
- Graduate Engineer (non-Malaysian citizen)
- ASEAN Chartered Professional Engineer (ACPE)
- Registered Foreign Professional Engineer (RFPE)

Enhanced Module


- Graduate Engineer
- Accredited Checker
- Professional Engineer
- Professional Engineer with Practising Certificate

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Benefits of MyBEM





ECP Enhanced Module

- Sole Proprietor
- Partnership
- Body Corporate
- Multi Disciplinary Practice

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Benefits of MyBEM

eBulk Online Submission by IHLs

New Module



Enhanced Module

- Inspector of Works
- Engineering Technologist
- e-BULK Renewal

- ✓ Local & foreign applicants
- ✓ Fully online
- ✓ No hardcopies submission.
- ✓ Online invoice, payment & receipt

- Improved process flow
- Real time status Update
- Self-print certificate with security feature

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Benefits of MyBEM

Complaint Against Registered Persons & ECP

Fully online


Real time Hearing decision

Online Ticket Registration


Real Time Update on cases

Better tracking & monitoring

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Benefits of MyBEM Examination System



PCE

- Online Registration via PCE System
- Online Payment
- Real time Update on Status & Result


PAE

- Online Registration via PAE System
- Online Payment
- Real time Update on Status & Result

Code of Conduct Assessment


- Online Registration via Code of Conduct Assessment Module
- Online Payment
- Real time Update on Status & Result

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Benefits of CCC ONLINE SUBMISSION SYSTEM

EASY | SMOOTH | FAST



Improve Security

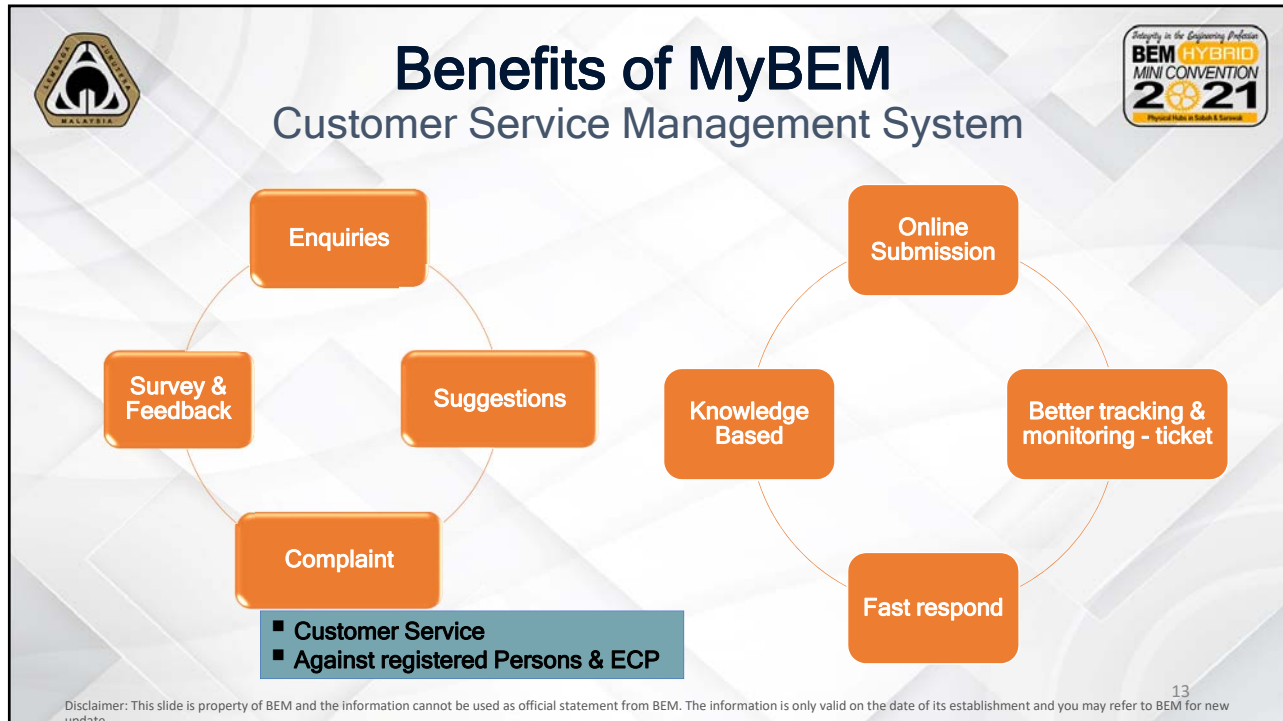
FORM F (free of charge)

Form G1 - 21

Improve processing time

Fully online submission

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The slide features a large blue vertical bar on the left with the number '02' in white. To the right, the word 'BASIC' is in large blue font, and 'Basics Functions' is in smaller blue font below it. Logos for BEM Malaysia and BEM Hybrid Mini Convention 2021 are in the top corners.

02 | BASIC
Basics Functions



Continuous Quality Improvement

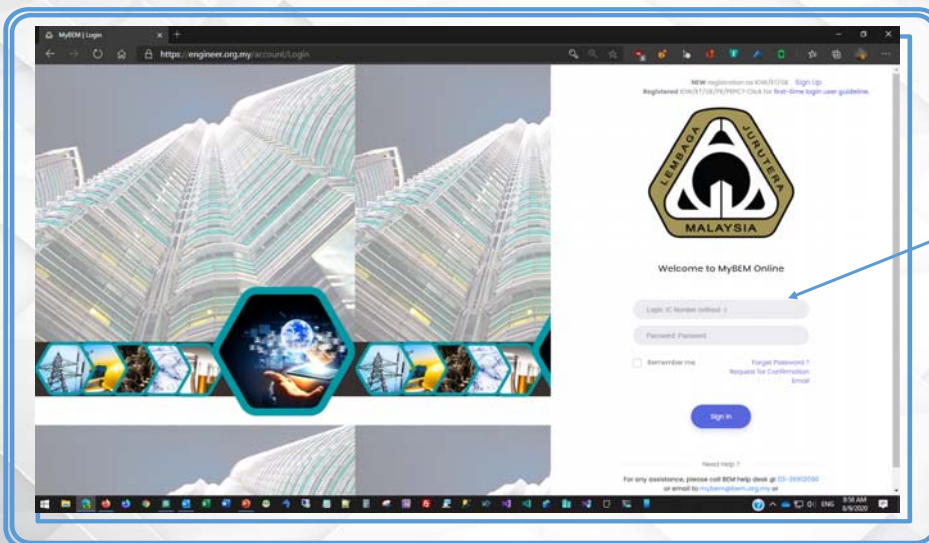
Feature	MyBEM	MyBEM (version 2)
Registered Person Login	Registration number	IC/MyKad (Malaysian) Passport (non-Malaysian)
ECP Login	Using registration number	Director's IC/MyKad
Password	Password for MyBEM COULD NOT be used for this new MyBEM. Existing user is required to confirm their account and request for new password	
Document Submission	Online + Manual	Fully Online
Payment	Submit payment records	Online payment via FPX

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Interface - Login Page

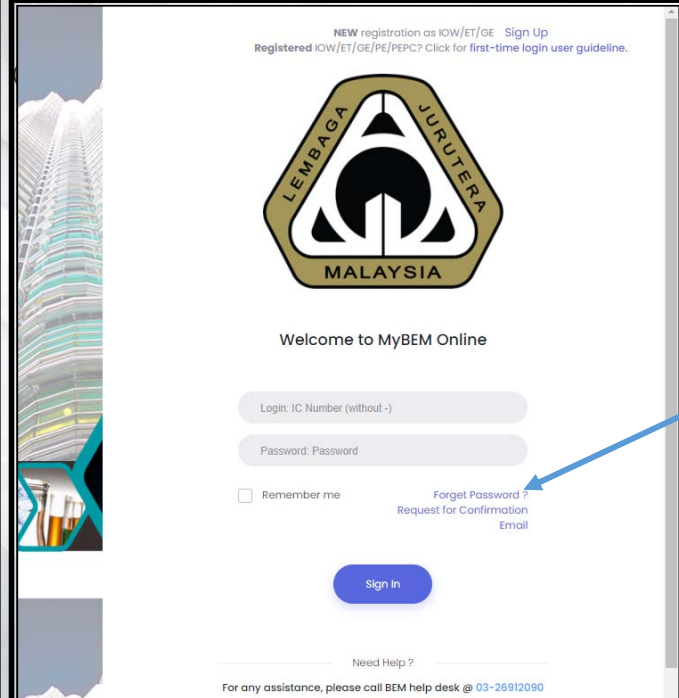


Use your
IC/MyKad as
login ID
& key in your
password.

* Passport for
non-Malaysian

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NEW registration as IOW/ET/OE [Sign Up](#)
Registered IOW/ET/OE/PE/PEPC? [Click for first-time login user guideline.](#)

LEMBAGA JURUTERA MALAYSIA

Welcome to MyBEM Online

Login: IC Number (without -)

Password: Password

Remember me

[Forgot Password? Request for Confirmation Email](#)

[Sign In](#)

[Need Help?](#)

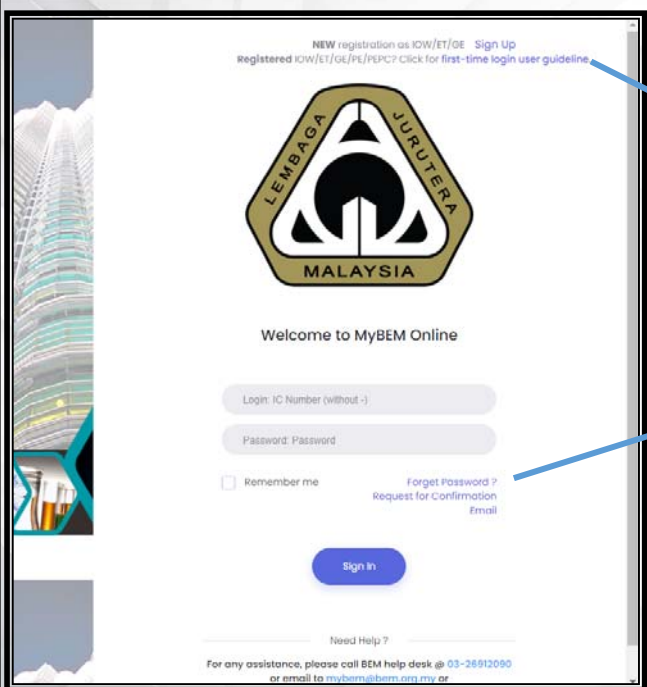
For any assistance, please call BEM help desk @ 03-26912090 or email to mybem@bem.org.my or

BEM HYBRID MINI CONVENTION 2021
Physical, Hybrid & Virtual

Forgot Password?

- Click here and key in your IC to obtain a temporary password.
- Temporary password will be sent to your email

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NEW registration as IOW/ET/OE [Sign Up](#)
Registered IOW/ET/OE/PE/PEPC? [Click for first-time login user guideline.](#)

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[Need Help?](#)

For any assistance, please call BEM help desk @ 03-26912090 or email to mybem@bem.org.my or

BEM HYBRID MINI CONVENTION 2021
Physical, Hybrid & Virtual

Sign Up

- Applicable for **first time/new users**.
- Click to **sign up**.
- Existing engineer that have their registration number already have an existing account in the system

Request for Confirmation Email

- Applicable for **existing engineers but have never login** to new MyBEM.
- Click to request confirmation email.
- Receive email, click link & set new password.
- Login to the new MyBEM.

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Common Issues for Login



1. I'm unable to login
2. I forgot my password/login
3. I did not receive any email from the system. (either for confirmation link, password etc.)

Solution

1. Please check whether you already confirm your account. If not please proceed to click "Request for Confirmation Email"
2. Please use the "Forgot Password?" utility to obtain your temporary password
3. Please check your SPAM or JUNK folder. If not, please search for our email, mybem@bem.org.my. Some company or university block MyBEM email. In this case, please email to mybem@bem.org.my and request to change your email to others such as gmail or Hotmail.

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Interface - Home Page



The screenshot shows the MyBEM Home Page interface. The browser address bar displays <https://engineer.org.my/MyBEM/Default.aspx>. The page layout includes a top navigation bar, a left sidebar menu, and a main content area. The content area features a migration notice, a 'REGISTERED PERSON' section with two entries, and an 'ENGINEERING CONSULTANCY PRACTICES' section.

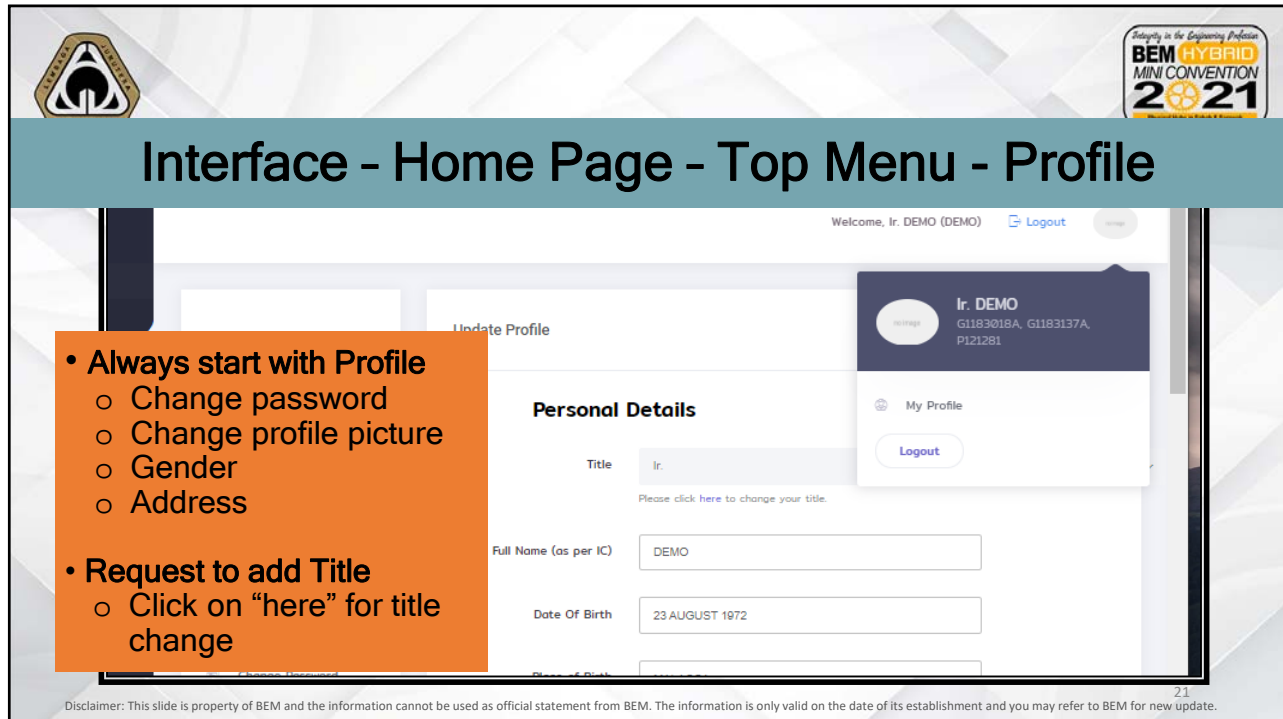
Registered Person	Approval Date
Consultant Engineer	Approved on 2 June 2014
Professional Engineer	Approved on 8 September 2015

At the bottom of the page, a table header is visible:

Ref #	Practice	Expiry Date	Type	Status	Action
-------	----------	-------------	------	--------	--------

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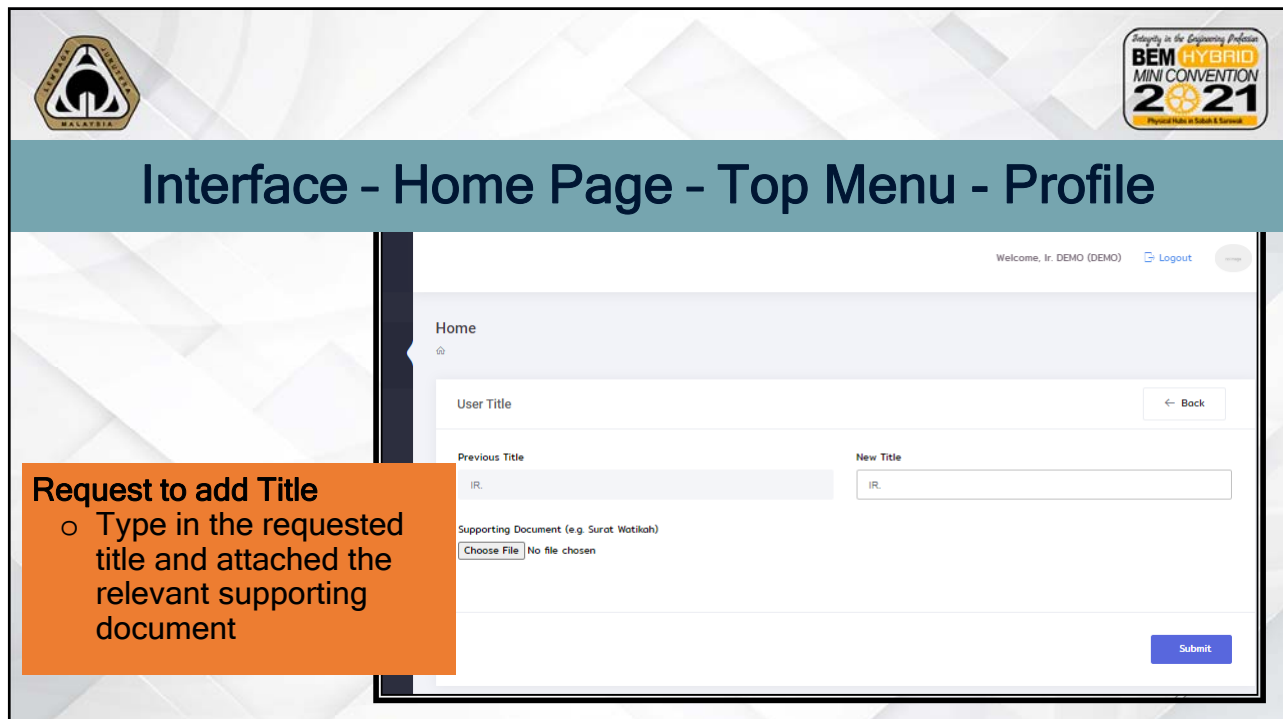
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Interface - Home Page - Top Menu - Profile



- **Always start with Profile**
 - Change password
 - Change profile picture
 - Gender
 - Address
- **Request to add Title**
 - Click on “here” for title change

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Interface - Home Page - Top Menu - Profile

- **Request to add Title**
 - Type in the requested title and attached the relevant supporting document

Interface - Home Page - Side Menu

Home	Home	Home Screen
Applications	Applications	Registered Person Applications record, edit details and view payment details.
My Invoices	My Invoices	Print, view & download invoice for event by BEM.
CPD Records	CPD Records	Check or Register new CPD records
My Upcoming Events	My Upcoming Events	Check out events schedule and register for the events.

Interface - Home Page - Registered Person

REGISTERED PERSON

Graduate Engineer ⓘ

G1183018A

Approved on 2 June 2014
Download Certificate

G1183137A

Approved on 8 September 2015
Download Certificate

Professional Engineer

P121281

Approved By Committee
Expires 31 December 2020
Total CPD Hour: 0

Update CPD Renew

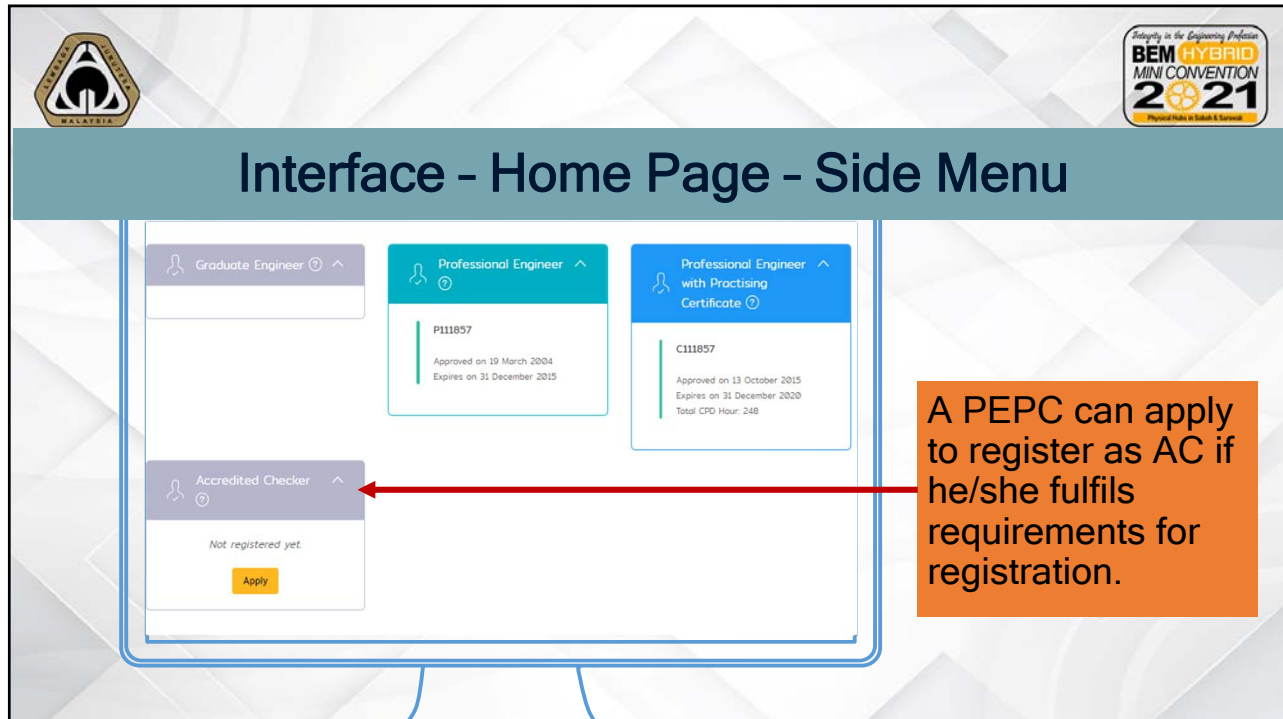
G1183018A | New Application
Applied on 05 October 2020

•View


- Application Status
- Approval Date
- Expiry Date


Action

- Click icon ⓘ for requirement for registration
- Click Download Certificate for e-certificate




Interface - Home Page - Side Menu


Graduate Engineer  ^

Professional Engineer  ^

P111857
Approved on 19 March 2004
Expires on 31 December 2015

Professional Engineer with Practising Certificate  ^

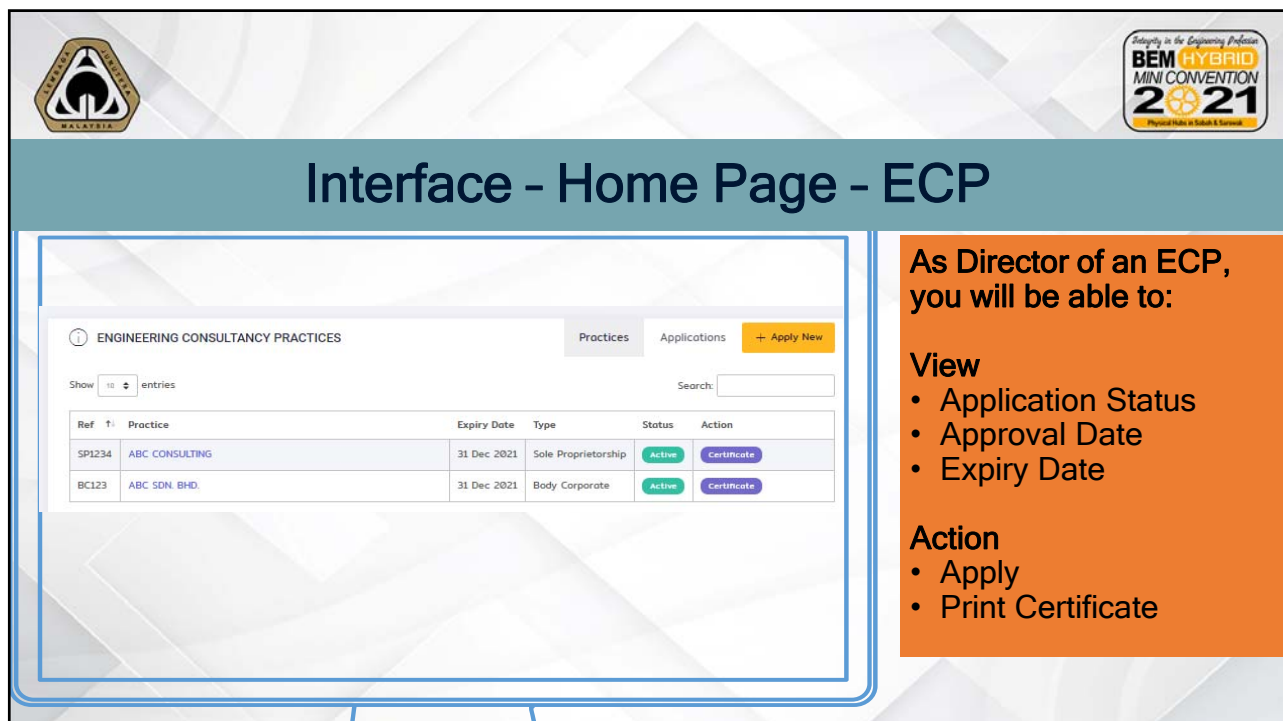
C111857
Approved on 13 October 2015
Expires on 31 December 2020
Total CPD Hour: 248

Accredited Checker  ^

Not registered yet.

[Apply](#)

A PEPC can apply to register as AC if he/she fulfils requirements for registration.



Interface - Home Page - ECP

ENGINEERING CONSULTANCY PRACTICES Practices Applications + Apply New

Show entries Search:

Ref	Practice	Expiry Date	Type	Status	Action
SP1234	ABC CONSULTING	31 Dec 2021	Sole Proprietorship	Active	Certificate
BC123	ABC SDN. BHD.	31 Dec 2021	Body Corporate	Active	Certificate

As Director of an ECP, you will be able to:

View

- Application Status
- Approval Date
- Expiry Date

Action

- Apply
- Print Certificate



Common Issues for Login



1. Once login, I'm unable to view any registration even though I'm already an approved IOW/ET/GE/PE/PEPC
2. Some functions are not available
3. How to print certificate
4. How to print receipt

Solution

1. Please make sure that you're signing into your existing account instead of creating a new account
2. The system supports all modern browser except Internet Explorer. Please DO NOT use it as the browser could not support all functions.
3. Please navigate to **Application --> Blue Action Button --> Certificate**
4. Please navigate to **Application --> View Payment History**

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03 | BEYOND BASIC

Advanced Function of MyBEM



Advanced Function of MyBEM

4 New Functions:

- Applying for new application
- Filling up CPD
- Renewing registration
- Self-print certificate and receipt

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Applying for New Application

1 Click on Applications

2 Click on Apply As

3 Choose your application type

1. Click on Applications

2. Click on Apply As

3. Choose your application type

Showing 1 to 4 of 4 entries.

Approved Date	Ref No.	Reg.	Disciplines	App.	Actions
8 September 2014	PI21281 0330780008	Professional Engineer	Approved MECHANICAL	Approved	Active
8 September 2015	G1183137A 2331900004	Graduate Engineer	Approved MECHANICAL	Approved	Active
-	-	Professional Engineer	Applied CIVIL	New Application	Active
2 June 2014	G1182908A 233190425A	Graduate Engineer	Approved CIVIL	Approved	Active

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for BEM for new update.



Applying for New Application - the Process

- 1 Select Discipline
- 2 Application Form**
- 3 Academic Qualifications
- 4 Employments
- 5 Checklist
- 6 Payment

6 main steps to complete the application process

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Step 1/6 - Select Discipline

Application

Application - Graduate Engineer - Create

Registration as a Graduate Engineer (Section 10(1) of the Registration of Engineers Act 1967 (Revised 2015))

- 1 Select Discipline**
- 2 Application Form
- 3 Academic Qualifications
- 4 Employments
- 5 Checklist
- 6 Payment

Branch of Engineering

Select a Discipline

Please select discipline

Declaration

I, the undersigned, apply for registration as a Graduate Engineer and if I am registered, I agree to abide by :-

- Registration of Engineers Act 1967 (Revised 2015) and The Registration of Engineers Regulations 1960 (Revised 2015) and
- Notifications and Circulars issued by the Board of Engineers Malaysia.

2. I hereby authorize the Board of Engineers Malaysia to seek clarification on any information submitted in any manner and by any means as it deems fit and proper.


I agree

Next


All registration start with selecting your discipline and agreeing on the declaration.

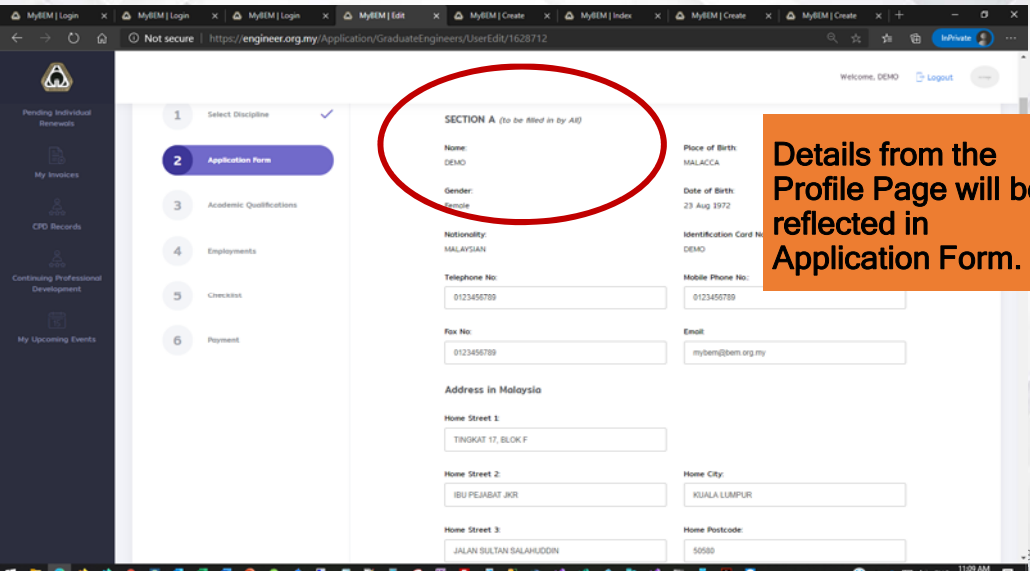
Disclaimer: This

date.



Step 2/6 - Application Form






The screenshot shows the 'Application Form' page for a Graduate Engineer. A red circle highlights 'SECTION A (to be filled in by AE)'. The form fields include:


- Name: DEMO
- Gender: Female
- Nationality: MALAYSIAN
- Telephone No: 0123456789
- Fax No: 0123456789
- Address in Malaysia:
 - Home Street 1: TINGKAT 17, BLOK F
 - Home Street 2: IBU PEJABAT JKR
 - Home Street 3: JALAN SULTAN SALAHUDDIN
 - Home City: KUALA LUMPUR
 - Home Postcode: 50580
- Place of Birth: MALACCA
- Date of Birth: 23 Aug 1972
- Identification Card No: DEMO
- Mobile Phone No: 0123456789
- Email: mybem@dem.org.my

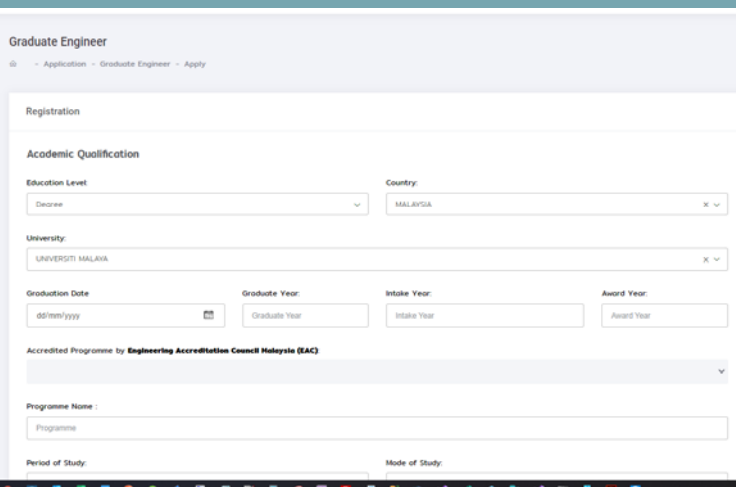
Details from the Profile Page will be reflected in Application Form.

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Step 3/6 - Academic Qualification







The screenshot shows the 'Academic Qualification' form for a Graduate Engineer. The form fields include:

- Registration: Graduate Engineer
- Academic Qualification:
 - Education Level: Degree
 - Country: MALAYSIA
 - University: UNIVERSITI MALAYA
 - Graduation Date: dd/mm/yyyy
 - Graduate Year: Graduate Year
 - Intake Year: Intake Year
 - Award Year: Award Year
 - Accredited Programme by Engineering Accreditation Council Malaysia (EAC)
 - Programme Name: Programme
 - Period of Study: Period of Study
 - Mode of Study: Mode of Study

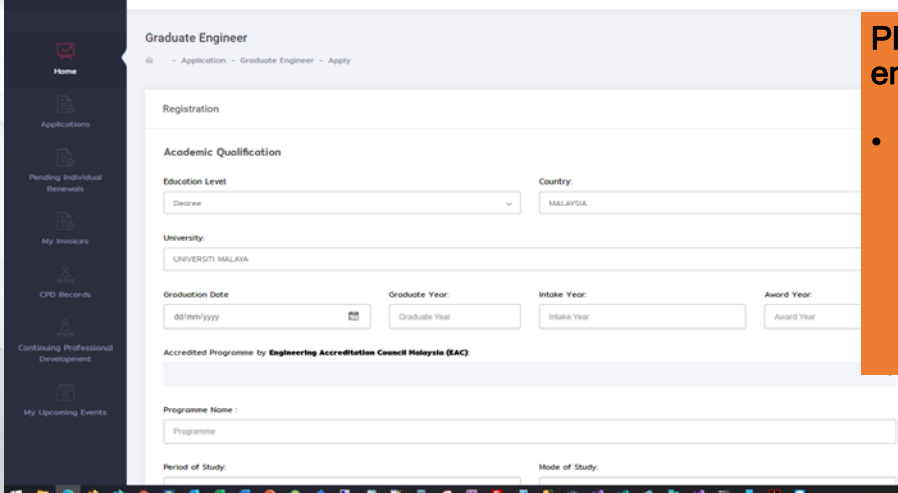
Academic Qualification mainly divided into 2 types

- Local university qualification
- Overseas university qualification

Refer to BEM for new update.



Step 4/6 - Employment



Please fill in your employment details.

- Employment details may be updated & could be used as **Summary of Practical Experience** in future application as a PE.

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EM for new update.

Step 4/6 - Employment

Please insert correct PE/Professional Engineer with Practising Certificate Registration No.

Referral's Position

Referral's Reference Letter:

No file selected.

[Show Sample](#)

Employer's Name **Employer's Position**



Reference Letter with Company Letterhead:

No file selected.

[Show Sample](#)

Application for IOW, PE & PEPC have different requirement and require applicant to declare an active PE/PEPC to proclaim their working experiences.

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date of its establishment and you may refer to BEM for new update.

Step 5/6 - Checklist

2. Copy of Identification Card (Cross with remarks "FOR BEM USE ONLY")
Certified by a Professional Engineer Recognised by BEM. Choose file Browse

3. Copy of Permanent Resident Card and/or Passport (For Non-Malaysian) Cross
with remarks "FOR BEM USE ONLY" certified by a Professional Engineer
recognised by BEM. Choose file Browse

4. Copy of Degree scroll and full official transcripts (first year to final year), and
Certified by a Professional Engineer Recognised by BEM. Choose file Browse

5. Copy of Diploma scroll and full official transcripts (if any) and Certified by a
Professional Engineer Recognised by BEM. Choose file Browse



6. The degree is accredited by EAC Malaysia or by a Professional body who is a
signatory of Washington Accord or equivalent qualification recognised by BEM.

7. Item 2, 3 and 4 are certified by a Professional Engineer or Professional
Engineer with Practising Certificate recognised by BEM.

8. Copy of passport size photograph. (JPEG Only) Choose file Browse

Different checklist item
according to
application type

Disc... of its establishment and you may refer to BEM for new update. 37

Step 6/6 - Payment

GE - Processing Fee RM 50.00

FPX is an online payment method that allows you to pay in real time via internet banking. You just need to choose you own bank and enter on the bank's internet banking website the user id and password. Then you must approve the payment using a TAC number.


TYPE	BANK	DUE DATE	TOTAL AMOUNT
PERSONAL <input type="text" value="v"/>	Select a bank <input type="text" value="v"/>	9 Sep 2020	50.00

By clicking on the button below, I hereby agree to and accept the FPX's Terms & Conditions.


[Agree and Pay](#)

Powered by FPX

- All application will only be processed & assessed after payment is made.
- Applicant could choose either Personal account or Corporate account
- Debit Card & Credit Card through FPX
- Applicant is free to choose any bank supported for FPX transaction



Step 1/3 - Renewing Registration - CPD



- Home
- Applications
- My Invoices
- CPD Records
- My Upcoming Events

Summary of My CPD Records


#	CPD Year	Registration	Status	Action
1	2020	Professional Engineer with Practising Certificate	Open	Action
2	2019	Professional Engineer with Practising Certificate	Completed	Action
3	2018	Professional Engineer with Practising Certificate	Completed	Action

Welcome, DEMO [Logout](#)


+ Register New CPD

Update Activities
Submit Record

- Register New CPD 2021
- Click CPD Records - -> Update Activities
- Please press Submit Records once complete filling up the CPD for that year



Step 2/3 - Renewing Registration



- Home
- Applications
- Pending Individual Renewals
- My Invoices

Applications

- Applications - List of Applications

List of Applications [View Payment History](#)

Show 10 entries Search:


Approved Date	Ref No.	Reg.	Disciplines	App. Status	Ref. Status	Action
26 April 1996	P12345 PE2345	Professional Engineer	Approved: CIVIL	Approved	Active	Action

- Renewal
- Voluntary De-Register
- Convert
- Certificate
- Stamp
- Approval Letter
- Appendix B - Payment Guideline


- Please make sure that you have **sufficient** CPD hours and had **Submitted** the records
- Please navigate to **Applications** - > **Blue Action Button** -> **Renewal**

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Step 3/3 - Renewing Registration



2 Renewal Form

3 Employments

4 Payment

*** I declare that I am.**

Not a bankrupt

A bankrupt

Residing in Malaysia for NOT less than 6-month prior to date to renew


Residing in Malaysia for less than 6-month prior to date to renew

Employments


No.	Date	Company	Position	Professional Qualifications	
1	1 Jan 2019 to 31 Dec 2021	ABC CONSULTING	PROJECT MANAGER		Edit Delete
<input type="button" value="Add Experience"/>					

- Fill up the declaration and update your information and employment
- Once complete, please proceed to payment

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How to Self-print Certificate



Applications
Renewal

Navigate to Applications --> Blue Action Button --> Certificate

Applications

Pending Individual Renewals

My Invoices

List of Applications

View Payment History


Show 10 entries

Approved Date	Ref No.	Reg.	Disciplines	App. Status	Ref. Status
26 April 1996	P12345 PE2345	Professional Engineer	Approved: CIVIL	Approved	Active


Expiry Date: 31 Dec 2020

- Convert
- Certificate
- Stamp
- Approval Letter
- Appendix B - Payment Guideline
- Action

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How to Self-print Receipt 1/2



Home

Applications

ending Individual Renewals

My Invoices

Applications

- Applications - List of Applications

Please navigate to Applications --> View Payment History


List of Applications

View Payment History Apply As <


Show 10 entries Search:

Approved Date	Ref No.	Reg.	Disciplines	App. Status	Ref. Status	Actions
26 April 1996	P12345 PE2345	Professional Engineer	Approved: CIVIL	Approved	Active Expiry Date: 31 Dec 2020	Action

Showing 1 to 1 of 1 entries



How to Self-print Receipt 1/2



No.	No	Date Issued	Name	Amount	Status	Action
1.	344534	7 Dec 2018 12:00 AM	PE - Renewal Fee	RM 100.00	Verified	Action
2.	319348	14 Dec 2017 12:00 AM	PE - Renewal Fee	RM 100.00	Verified	Action
3.	298977	18 Jan 2017 12:00 AM	PE - Renewal Fee	RM 100.00	Verified	Action
4.	287910	24 Aug 2016 12:00 AM	PE - Reinstatement Fee	RM 1150.00	Verified	Action
5.	203408	11 Jan 2013 12:00 AM	PE - Renewal Fee	RM 200.00	Verified	Action
6.	181056	5 Jan 2012 12:00 AM	PE - Renewal Fee	RM 200.00	Verified	Action
7.	163213	25 Jan 2011 12:00 AM	PE - Renewal Fee	RM 200.00	Verified	Action
8.	149615	20 Jan 2010 12:00 AM	PE - Renewal Fee	RM 200.00	Verified	Action
9.	135948	14 Jan 2009 12:00 AM	PE - Renewal Fee	RM 200.00	Verified	Action
10.	123654	16 Jan 2008 12:00 AM	PE - Renewal Fee	RM 200.00	Verified	Action

Blue Action button → Click Receipt. The system will generate a PDF to be downloaded



04 | NEW FEATURES

What's New?




Advanced Function of MyBEM




7 New Modules:

- Examination System
- ACPE / RFPE Online Registration System
- CCC Online Submission System
- Complaint Management System
- Customer Service Management System
- Event Management System
- Magazine Management System



Examination System



Examination

Available Exams

Exam	Eligibility
PAE 2020	


History

Show entries


Search:

Exam ↑ Eligibility Payment Result

- Ability to apply PAE or PCE online
- Track your exam results online



ASEAN Chartered Professional Engineer (ACPE) Online Registration



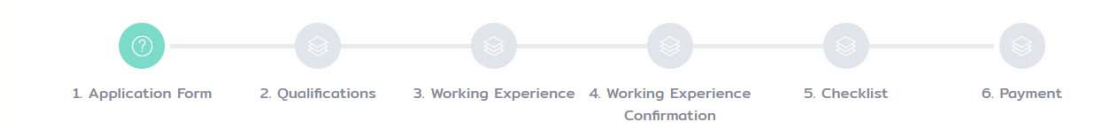
View as User Welcome, DEMO [Logout](#)

ASEAN Chartered Professional Engineer

- ASEAN Chartered Professional Engineer - Applications - Apply

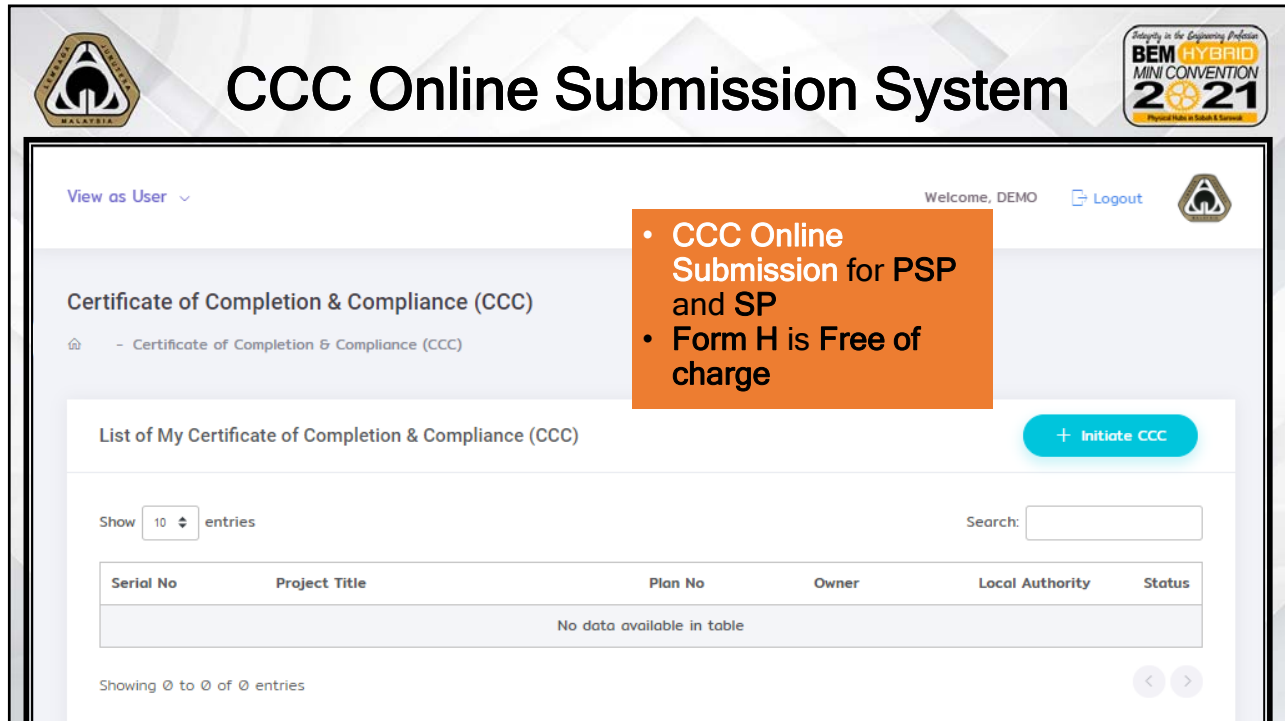
• Apply for ACPE online

Registration [← Back](#) [× Delete](#)



1. Application Form 2. Qualifications 3. Working Experience 4. Working Experience Confirmation 5. Checklist 6. Payment

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CCC Online Submission System

View as User Welcome, DEMO [Logout](#)

Certificate of Completion & Compliance (CCC)

Home - Certificate of Completion & Compliance (CCC)

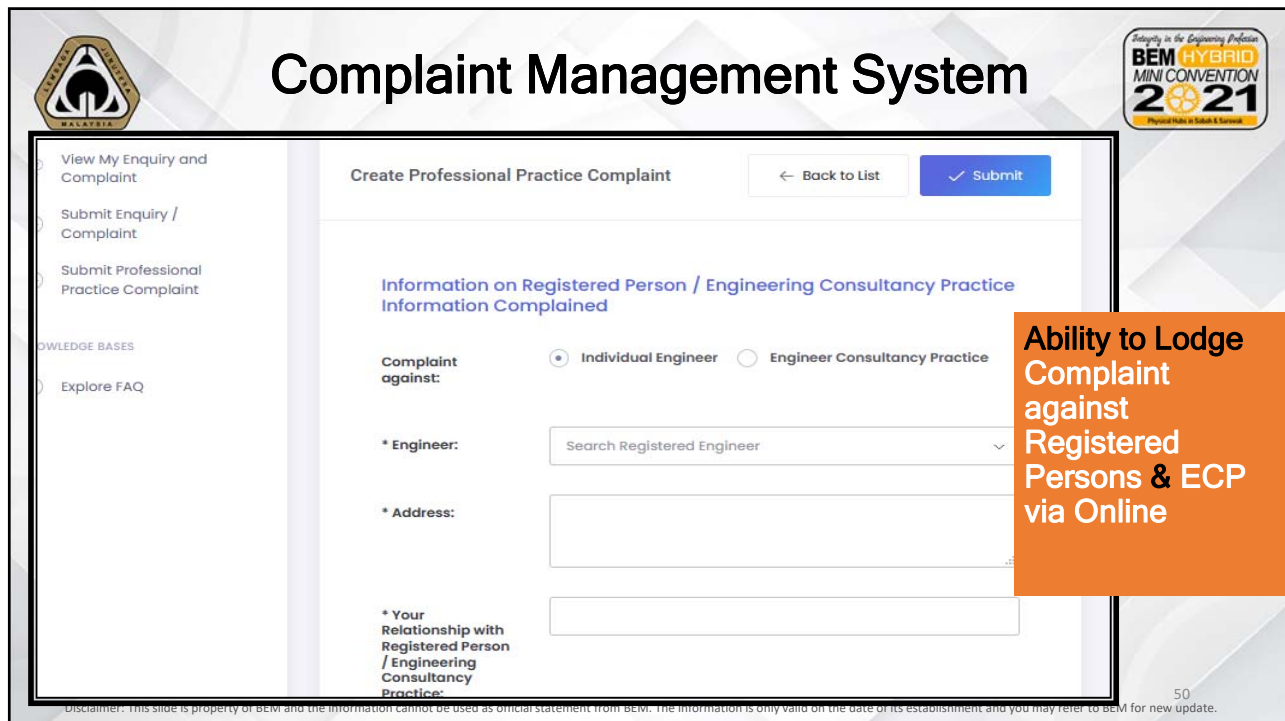
- CCC Online Submission for PSP and SP
- Form H is Free of charge

List of My Certificate of Completion & Compliance (CCC) + Initiate CCC

Show entries Search:

Serial No	Project Title	Plan No	Owner	Local Authority	Status
No data available in table					

Showing 0 to 0 of 0 entries < >



Complaint Management System

View My Enquiry and Complaint | Submit Enquiry / Complaint | Submit Professional Practice Complaint

KNOWLEDGE BASES | Explore FAQ

Create Professional Practice Complaint [← Back to List](#) [✓ Submit](#)

Information on Registered Person / Engineering Consultancy Practice Information Complained

Complaint against: Individual Engineer Engineer Consultancy Practice

* Engineer:

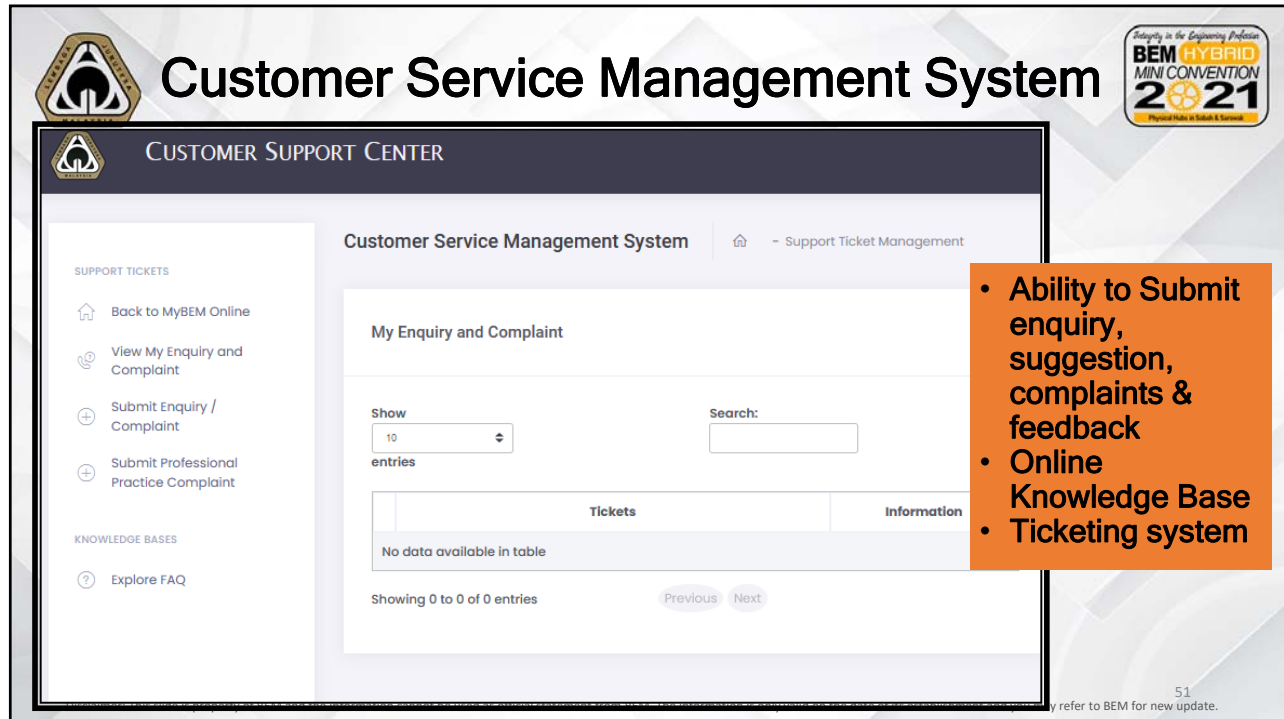
* Address:

* Your Relationship with Registered Person / Engineering Consultancy Practice:

Ability to Lodge Complaint against Registered Persons & ECP via Online

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Customer Service Management System

CUSTOMER SUPPORT CENTER

Customer Service Management System - Support Ticket Management

My Enquiry and Complaint

Show: 10 entries

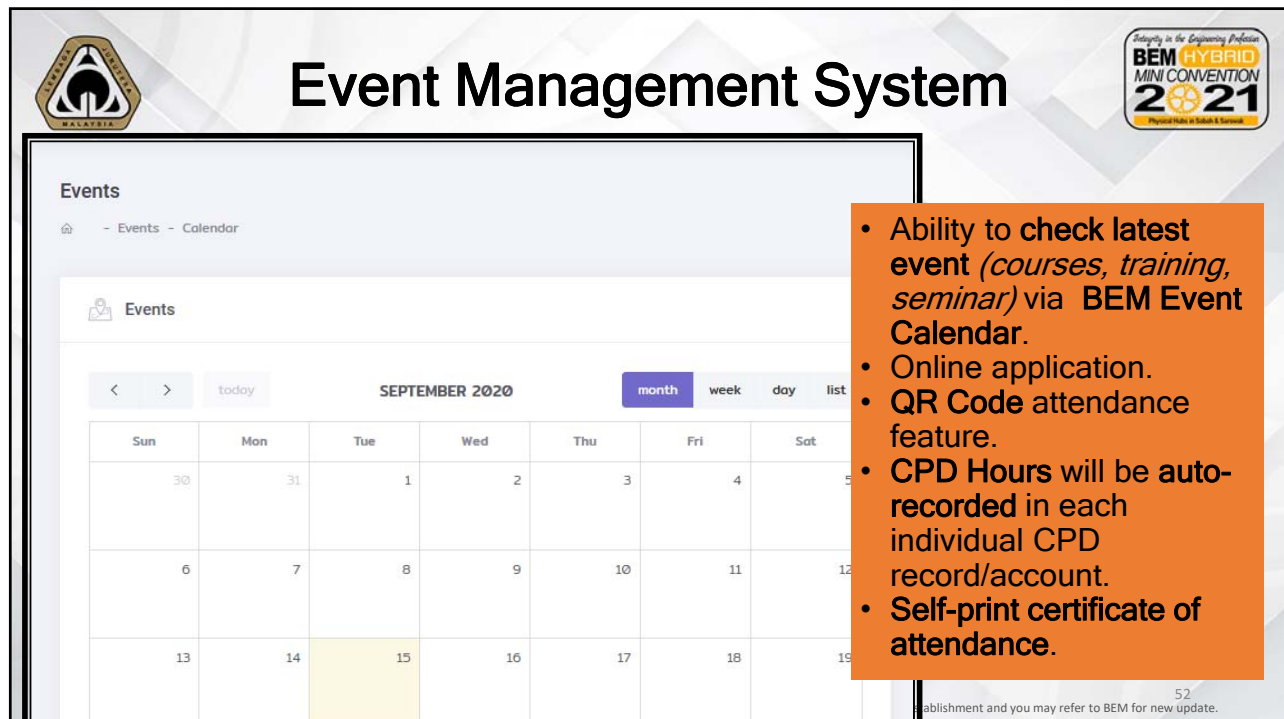
Search:

Tickets	Information
No data available in table	

Showing 0 to 0 of 0 entries

- Ability to Submit enquiry, suggestion, complaints & feedback
- Online Knowledge Base
- Ticketing system

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y refer to BEM for new update.



Event Management System

Events

Events - Calendar


Events

SEPTEMBER 2020


Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19

- Ability to check latest event (*courses, training, seminar*) via BEM Event Calendar.
- Online application.
- QR Code attendance feature.
- CPD Hours will be auto-recorded in each individual CPD record/account.
- Self-print certificate of attendance.

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abliishment and you may refer to BEM for new update.



The Ingenieur Magazine System



Subscriber

🏠 - Magazine

List of Magazine + Subscribe Magazine

Show entries Search:



Ref No.	Full Name	Contact	Subscription Details	Delivery Status	Actions
No data available in table					

Showing 0 to 0 of 0 entries < >

- Online Subscription (hardcopy)
- View & download digital magazine
- Online advertisement form

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05 | Q&A

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THANK YOU



Committed To Engineering Excellence

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