

CLINICAL WASTE MANAGEMENT SYSTEM

ONLINE REGISTRATION

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A Cenviro Company 

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CUSTOMER REGISTRATION

Customer Registration



Figure 1 – Home Page

The CWMS Customer Portal could be accessed through the CENVIRO homepage. Located in the Customer Support Menu on the left panel, click to access the page & click the Online Registration button shown as below.

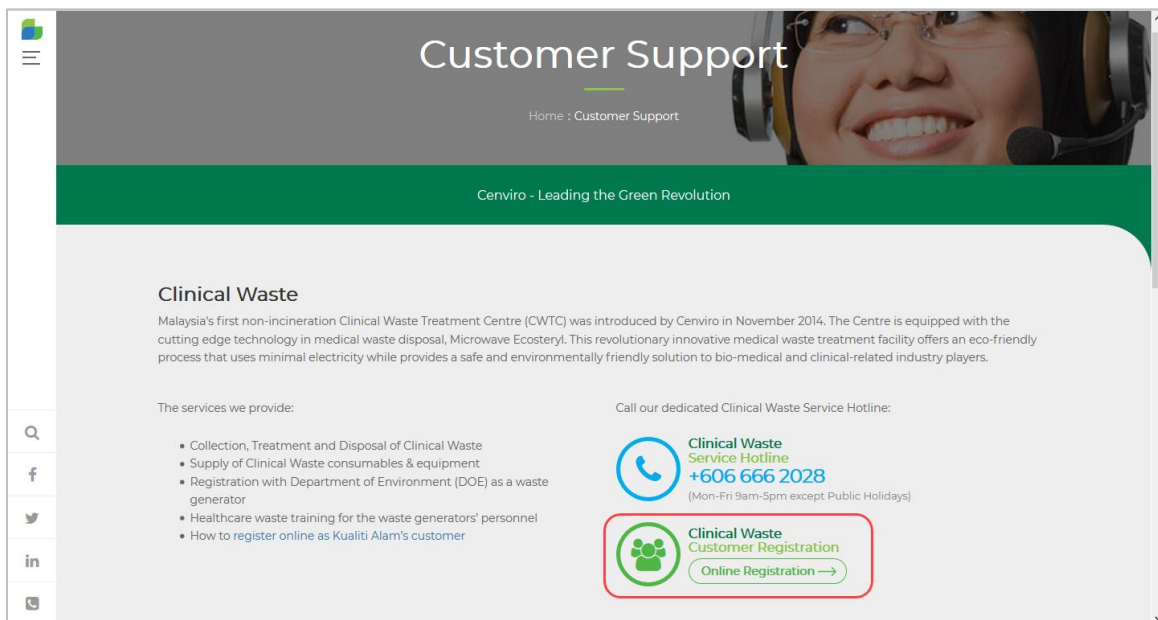


Figure 2 – Customer Support Page

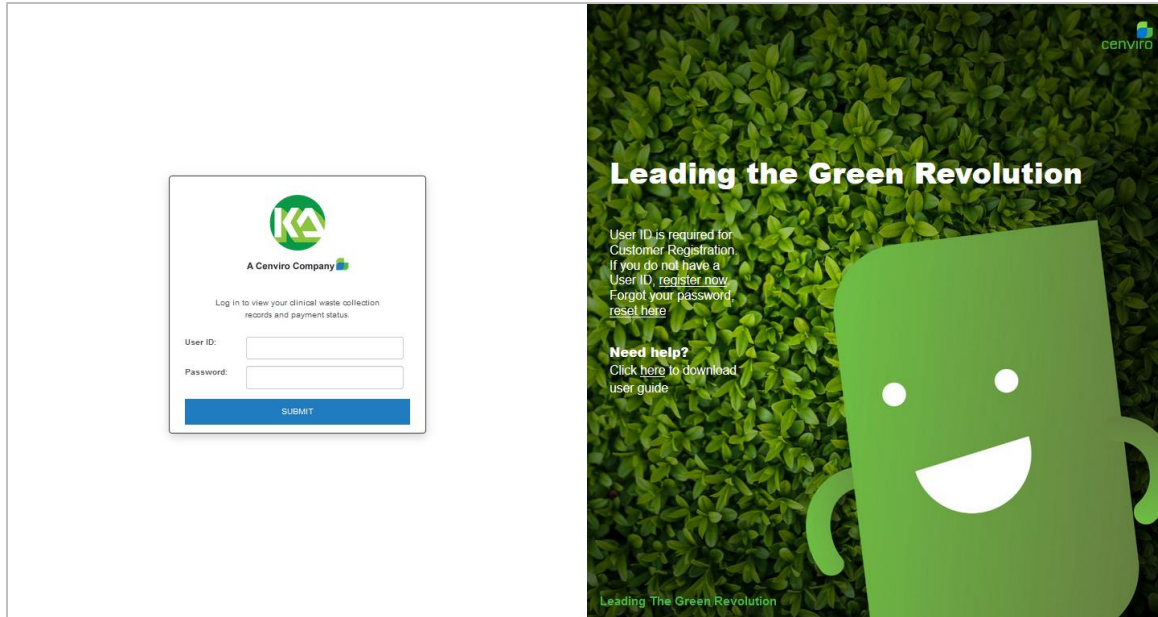


Figure 3 – CWMS Customer Portal

Click [Register Here](#) which located at the right panel of the Customer Portal page (refer to Figure 3)

User will be redirected to pre-registration page (Figure 4)

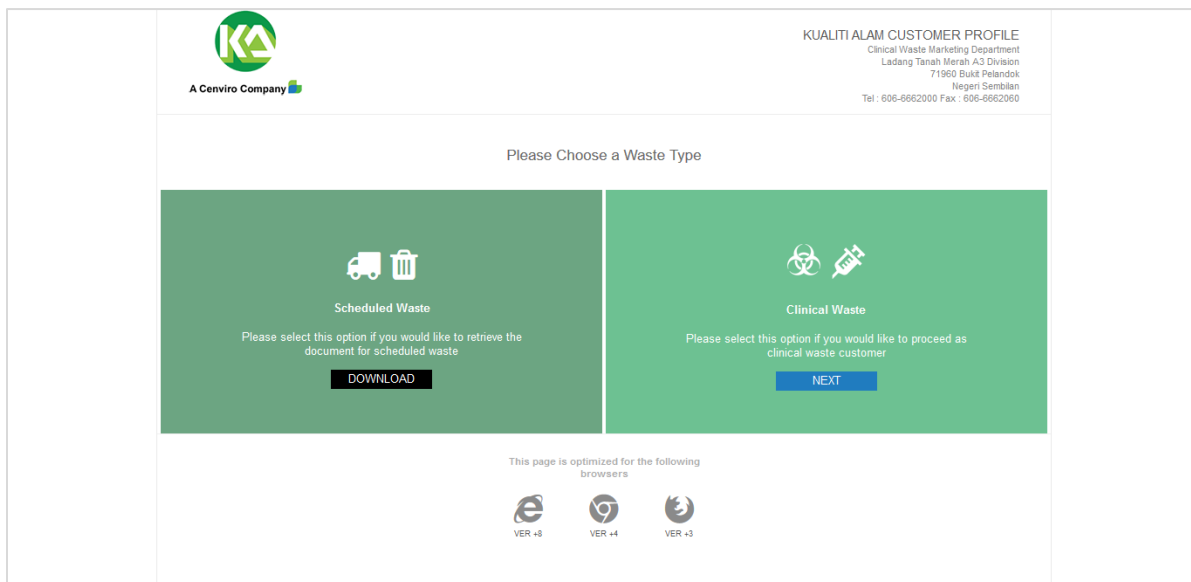

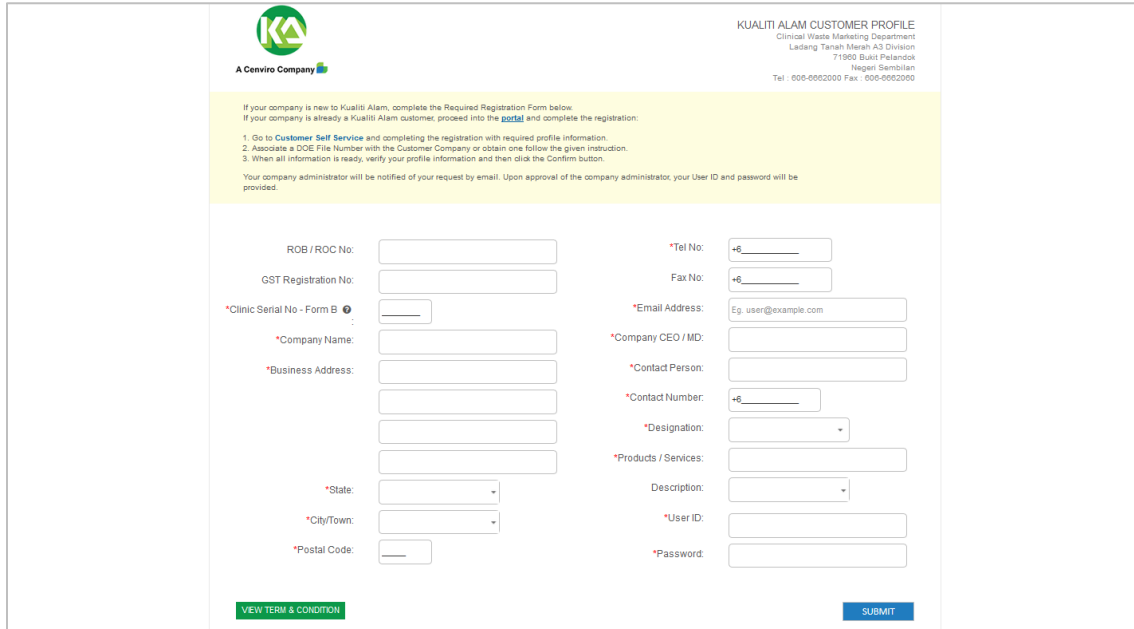


Figure 4 – Sample screen of Pre-Registration Page

Click [NEXT](#) to proceed as clinical waste customer registration. Complete the required Registration form which shown as below (Figure 5).

 **Note:** For scheduled waste, customer is required to download registration form and submit to KASB personnel.



KUALITI ALAM CUSTOMER PROFILE
Clinical Waste Management Department
Ladang Tanah Merah A3 Division
71950 Bukit Pelandok
Negeri Sembilan
Tel : 606-6662000 Fax : 606-6662000

If your company is new to Kualiti Alam, complete the Required Registration Form below.
If your company is already a Kualiti Alam customer, proceed into the **portal** and complete the registration:

1. Go to **Customer Self Service** and completing the registration with required profile information.
2. Associate a QCE File Number with the Customer Company or obtain one follow the given instruction.
3. When all information is ready, verify your profile information and then click the Confirm button.

Your company administrator will be notified of your request by email. Upon approval of the company administrator, your User ID and password will be provided.

ROB / ROC No:

GST Registration No:

*Clinic Serial No - Form B

*Company Name:

*Business Address:

*State:

*City/Town:

*Postal Code:

*Tel No:

Fax No:

*Email Address:

*Company CEO / MD:

*Contact Person:

*Contact Number:

*Designation:

*Products / Services:

Description:


*User ID:

*Password:

[VIEW TERM & CONDITION](#)

Figure 5 – Sample screen of Registration Page

The step of Customer Pre-Registration as below:

 **Note:** Please note that the red asterisk * indicates that this field **MUST BE KEYED-IN**

1. Fill in **ROB / ROC No.** (optional)
2. Fill in **GST Registration No.** (optional)
3. Fill in **Clinic Serial No. – Form B.**
4. Fill in **Company Name.**
5. Fill in **Business Address.**
6. Select **State.**
7. Fill in **Postal Code.**
8. Fill in **Tel No.**
9. Fill in **Fax No.** (optional)
10. Fill in **Email Address.**
11. Fill in **Company CEO/MD**
12. Fill in **Contact Person**
13. Fill in **Contact Number.**
14. Select **Designation**
15. Fill in **Product/Services**
16. Tick **Descriptions** (optional)
17. Create own preferred **Used ID**

18. Create own preferred **Password**

19. Click **Confirm**

Before customer fills and submit the required data for registration, Term & Condition is available to view.

 Note: Click [VIEW TERM & CONDITION](#) to view.

Sample of Clinic Serial No. No. Siri: 004612

BORANG B
[Subperaturan 2/4]

AKTA KEMUDAHAN DAN PERKHIDMATAN JAGAAN KESIHATAN SWASTA 1998
PERATURAN-PERATURAN KEMUDAHAN DAN PERKHIDMATAN JAGAAN KESIHATAN SWASTA
(KLINIK PERUBATAN SWASTA ATAU KLINIK PERGIJIAN SWASTA) 2008

**PERAKUAN UNTUK MENUBUHKAN ATAU MENYENGGARAKAN ATAU
MENGENDALIKAN ATAU MENYEDIAKAN KLINIK PERUBATAN SWASTA**

NO. PENDAFTARAN: [REDACTED]

Diperakui bahawa: [REDACTED]
(Pemegang perakuan pendaftaran)

dengan ini didaftarkan untuk menubuhkan atau menyenggarakan atau mengendalikan atau menyediakan klinik perubatan swasta yang "dikenali/akan dikenali sebagai: [REDACTED] yang terletak di: [REDACTED]

di bawah terma-terma dan syarat-syarat sebagaimana yang dilampirkan mengikut peruntukan Akta Kemudahan dan Perkhidmatan Jagaan Kesihatan Swasta 1998 dari 12 SEPTEMBER 2007

No. KPPN pemegang perakuan pendaftaran: [REDACTED]
Alamat pemegang perakuan pendaftaran: ALAMAT SEPERTI DI ATAS

Jenis usaha niaga: TUAN PUNYA TUNGGAL
Alamat usaha niaga: ALAMAT SEPERTI DI ATAS

Nama orang yang bertanggungjawab: [REDACTED]
Kelayakan orang yang bertanggungjawab: MD (UKM)
Fi yang dibayar: RM [REDACTED] (Ringgit Malaysia [REDACTED])
Terma atau syarat: [REDACTED]

Perakuan pendaftaran ini tidak sah tanpa meterai dicetak timbul Kementerian Kesihatan, Malaysia

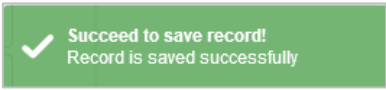

(Tan Sri Datuk Dr. Hj. Mohd Ismail bin Merican)
Ketua Pengarah Kesihatan, Malaysia
Tarikh: 12 SEPTEMBER 2007

Catatan: *Potong mana-mana yang tidak berkenaan

Figure 6 – Sample of Form B

Next, user will be able to see the company profile (Figure 7). User could change the contact detail if required.

Once completed reviewing, click **SAVE** to save the information and a successful message will be



shown on the top right of the page.

Click **NEXT** to proceed to next step.

Company Profile ✓	Terms & Conditions ✓	Waste Description ✓	Treatment Fees
*ROB / ROC No:	LPL0998	<input type="checkbox"/> Same Information	
*GST Registration No:	0998	*Clinic Name:	Klinik Green
*Clinic Serial No - Form B :	N/A	*Collection Address:	Klinik Green
*Company Name:	Klinik Green		
*Billing Address:	<input checked="" type="radio"/> Business Address <input type="radio"/> Collection Address		
*Business Address:	Klinik Green		
		*Postal Code:	99999
*Postal Code:	99999	*State:	NEGERI SEMBILAN
*State:	NEGERI SEMBILAN	*City/Town:	DENGKIL
*City/Town:	DENGKIL	*Tel No:	+6019279201
		Fax No:	+6
		*Email Address:	green@green.com
		*Company CEO / MD:	Dr. Green
		*Contact Person:	Dr Green
		*NRIC No:	983820839011
		*Designation:	Asst. Manager
		*Products / Services:	Clinic
		Industry Key:	SMI

Figure 7 – Sample screen of Company Profile Tab

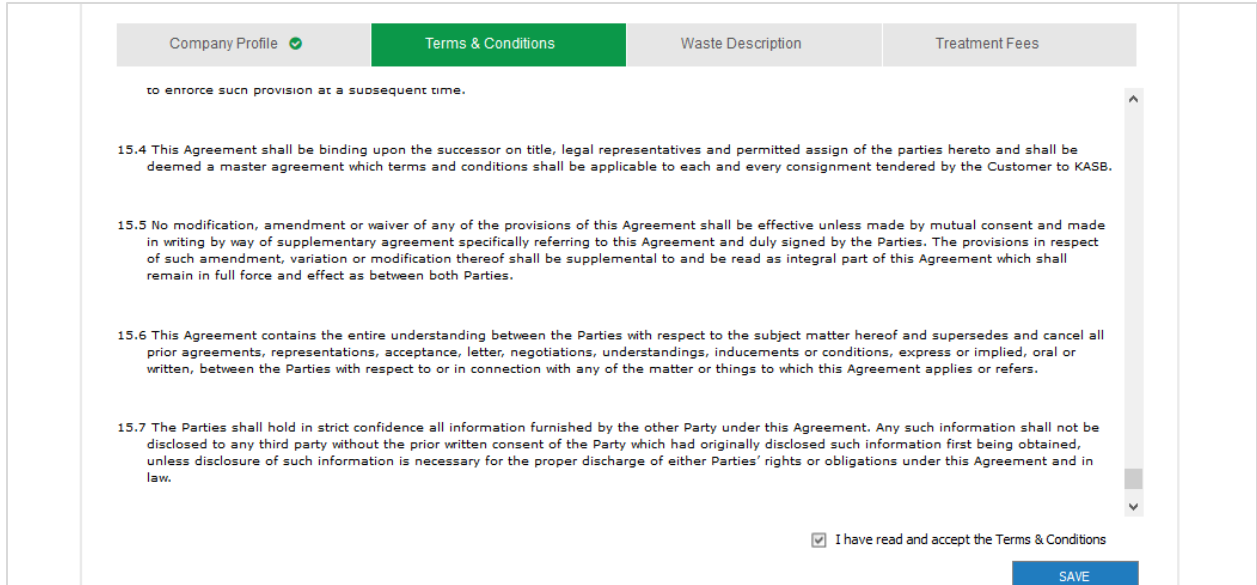
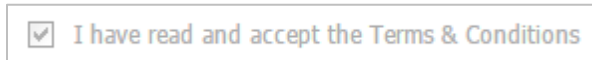


Figure 8 – Sample screen of Term & Condition Tab

In the Term & Condition tab, user is recommended to read through the contents. Scroll to the bottom of the page, user is required to tick the checkbox in order to accept the Term & Condition (Figure 8).



Click  and click  to proceed to next step.

Company Profile ✓	Terms & Conditions ✓	Waste Description ✓	Treatment Fees
Scheduled Waste Data			
No Item	Waste(1)		
1. Name of Waste*	<input type="text" value="Clinical Waste"/>		
2. Waste Origin / Source of Waste	<input type="text"/>		
3. Scheduled Waste Code*	<input type="text" value="SW404"/>		
4. Estimate Waste Quantity in Storage (kilogram)*	<input type="text" value="1.00"/>		
5. Estimated Quantity of Waste Generated (kilogram/month)	<input type="text" value="0.00"/>		
6. Description of Waste (eg.Liquid, Solid, semi Solid, Solvent Oil)	<input type="text"/>		
7. Properties of Waste ⓘ	<input type="text" value="Refer to Annexure 1 Section 6"/>		
8. Chemical Certificate of Analysis from any accredited laboratory	<input type="text"/>		
	<input type="button" value="SAVE"/>		<input type="button" value="NEXT"/>

Figure 9 – Sample screen of Waste Description Tab

In the Waste Description tab, User is required to provide the waste information (Figure 9):

 **Note:** Please note that the red asterisk * indicates that this field **MUST BE KEYED-IN**

1. Fill in **Waste Origin/Source of Waste** (optional)
2. Fill in **Estimate Waste Quantity in Storage (kilogram)**
3. Fill in **Estimated Quantity of Waste Generated (kilogram/month)** (optional)
4. Select **Description of Waste (e.g. Liquid, Solid, Semi Solid, Solvent Oil)** (optional)
5. Fill in **Properties of Waste** (optional)
6. Fill in **Chemical Certificate of Analysis from any accredited laboratory** (optional)
7. Click
8. Click

Company Profile ✔
Terms & Conditions ✔
Waste Description ✔
Treatment Fees

Please fill Package Type: Package A

** RM 10.00 surcharge will be imposed for clinical waste collected from Kelantan, Terengganu and Pahang (except Bentong, Raub, Mentakab and Temerloh).

PACKAGE TYPE	COLLECTION (FREQUENCY)	TREATMENT & DISPOSAL FEE	COLLECTION PER TRIP	CONSUMABLE (INCLUSIVE)
Package A	Monthly	RM 2.90 per kg	RM 55.00	1 x SHARP CONTAINER 5L 10 x CABLE TIE 8'
Package B	Monthly	RM 2.90 per kg	RM 59.00	1 x SHARP CONTAINER 10L 10 x CABLE TIE 8'
Package B+	Monthly	RM 2.90 per kg	RM 69.00	1 x SHARP CONTAINER 20L 10 x CABLE TIE 8'
Package C	3 Months Once	RM 2.90 per kg	RM 89.00	10 x YELLOW BAG 700 X 700MM 1 x SHARP CONTAINER 10L
Package C+	3 Months Once	RM 2.90 per kg	RM 95.00	10 x CABLE TIE 8' 1 x SHARP CONTAINER 20L
Package D	On Call Basis	RM 2.90 per kg	RM 200.00	10 x CABLE TIE 8' 10 x YELLOW BAG 700 X 700MM
Package E	Immediate	RM 2.90 to RM 3.40 per kg	F.O.C (at least 100.00 kg per collection/per week)	MGB BIN 240L (OTTO) YELLOW BIN (On loan basis)

I have read and accept the Terms & Conditions

CONFIRM

Figure 9 – Sample screen of Treatment Fees Tab

In the Treatment Fee tab, user is required to make decision on the collection package type which provided by KA.

Note: Select the unit of wheeled bin, if selected Package Type E.

Please fill Package Type:
Package E
Unit of Wheeled Bin
5

Once completed the selection of package type, tick the checkbox at the bottom of the page and click

CONFIRM

to confirm submission.

I have read and accept the Terms & Conditions

CONFIRM

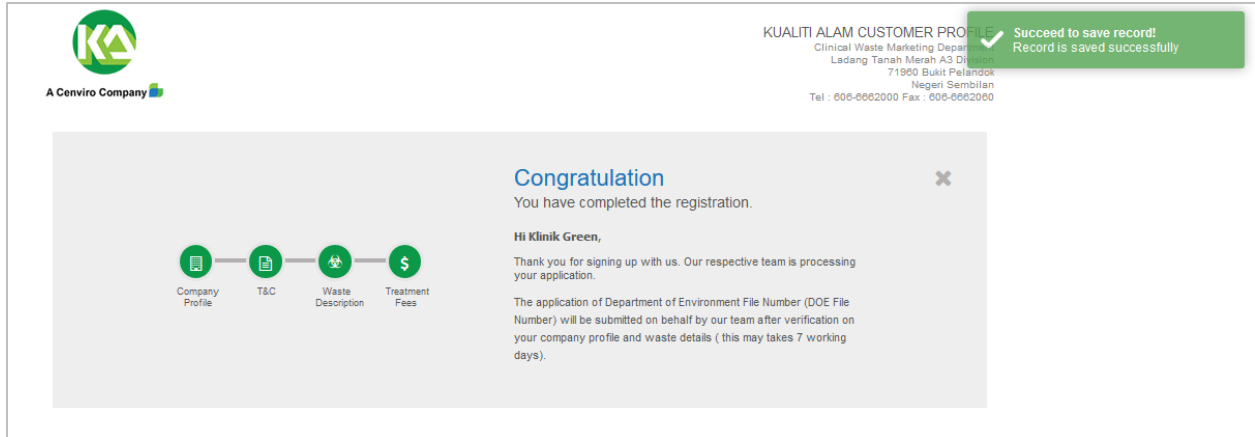
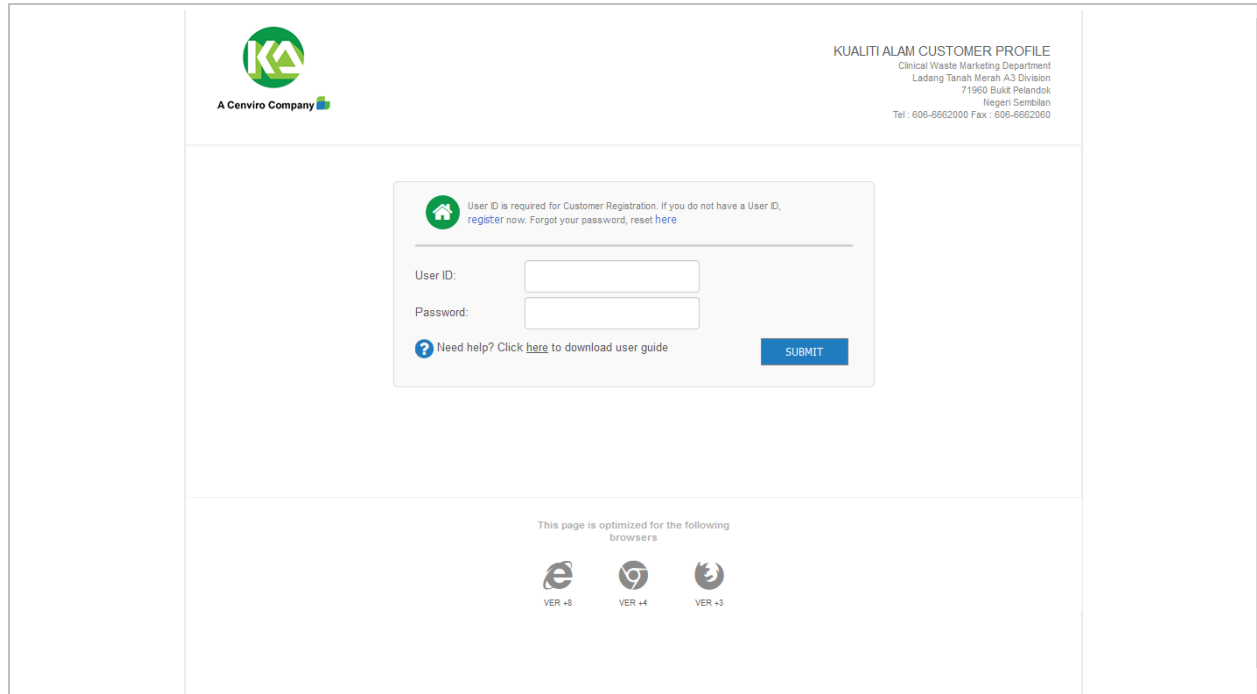


Figure 10 – Sample screen of Completed the Registration

Upon submission, a congratulation message will show and an email notification will be sent to respective team for approval.

PASSWORD RECOVERY

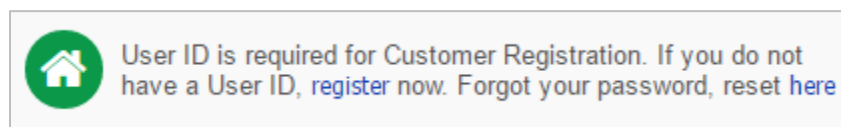
Password Recovery



The screenshot shows a web portal interface. In the top left corner is the logo for 'A Cenviro Company'. In the top right corner, the text reads 'KUALITI ALAM CUSTOMER PROFILE', 'Clinical Waste Marketing Department', 'Ladang Tanah Merah A3 Division', '71960 Bukit Pelandok', 'Negeri Sembilan', and 'Tel : 606-6662000 Fax : 606-6662060'. The main content area features a registration form with a message: 'User ID is required for Customer Registration. If you do not have a User ID, register now. Forgot your password, reset here'. Below this message are two input fields: 'User ID:' and 'Password:'. A blue 'SUBMIT' button is positioned to the right of the password field. A link with a question mark icon says 'Need help? Click here to download user guide'. At the bottom of the page, there is a note: 'This page is optimized for the following browsers' followed by icons for Internet Explorer (VER +8), Google Chrome (VER +4), and Mozilla Firefox (VER +3).

Figure 11 – Sample screen of Portal Page

If user has lost their login password, self-service portal has offered the Password Recovery function.



Go to the Self-Service Portal and locate the password recovery link. Click [here](#) and will be redirected to the password recovery page. Fill in either one of the criteria for verification, click [SEND EMAIL](#) (Figure 12).

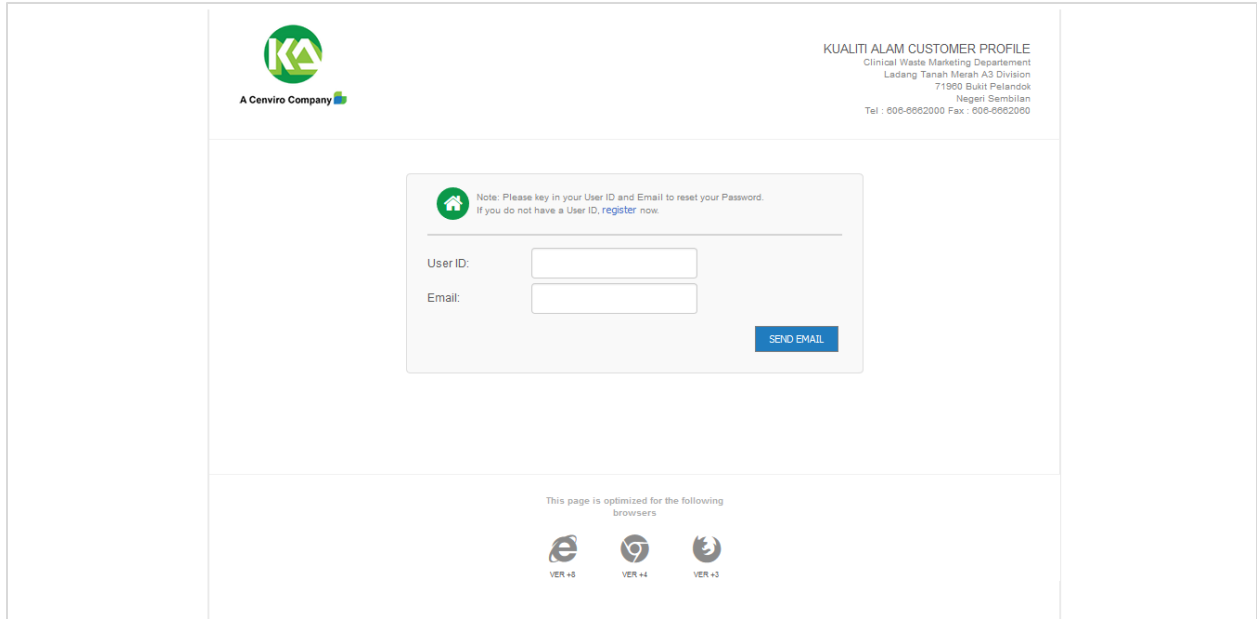


Figure 12 – Sample screen of Password Recovery

Once the verification of login credential has been succeeded, a message will show as below (Figure 13). An email notification will send to the registered email address.

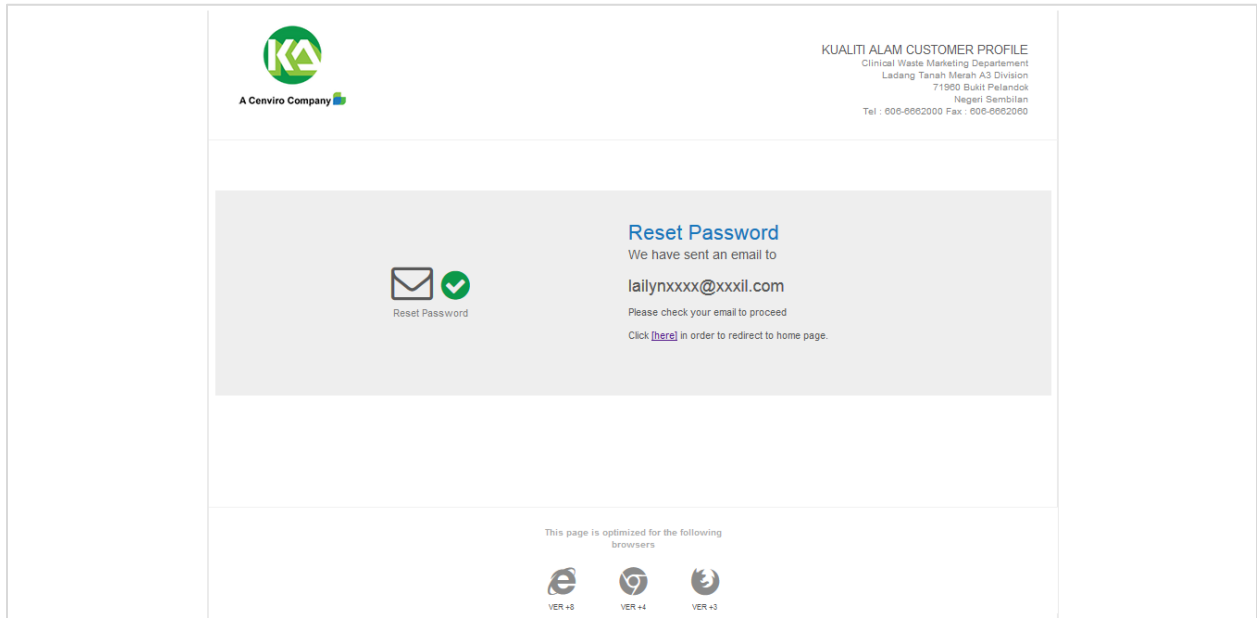


Figure 13 – Sample screen of Notification Password Recovery

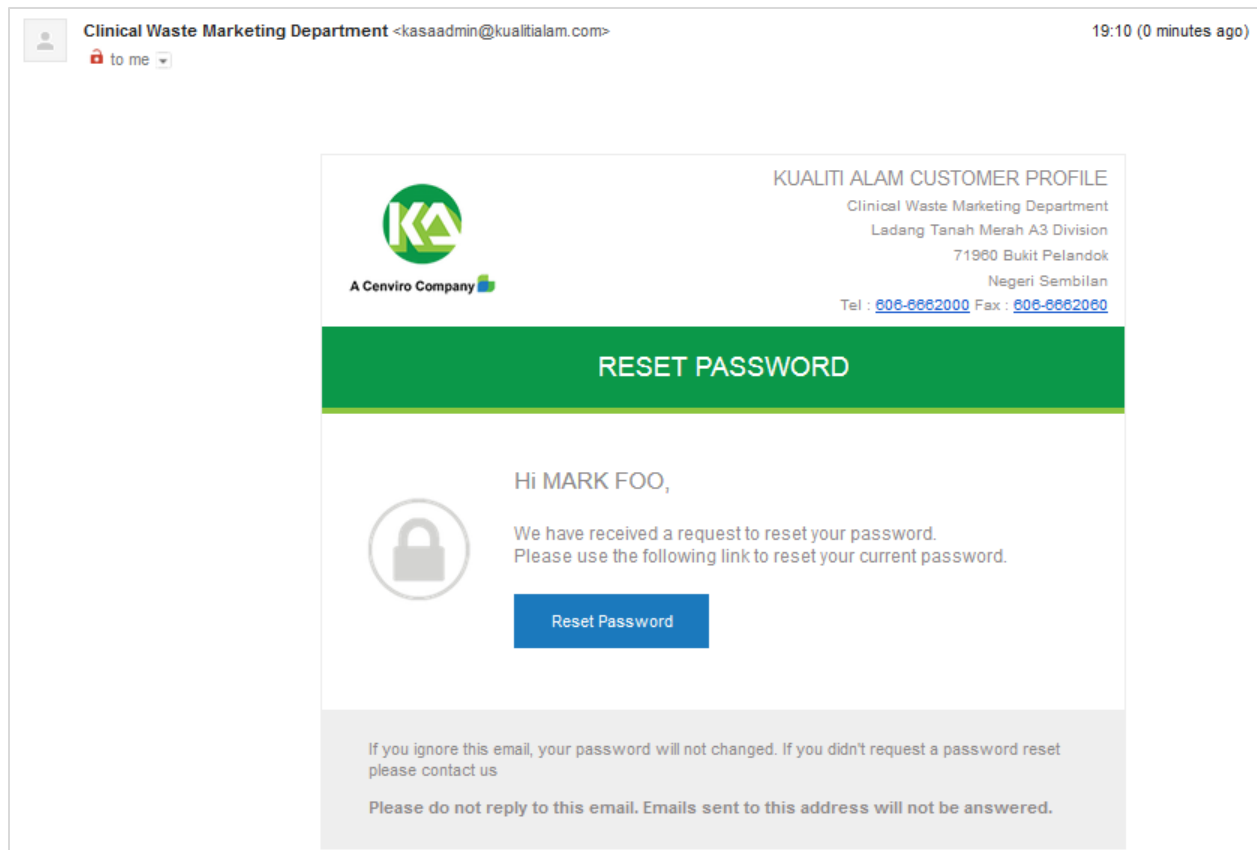



Figure 14 – Sample screen of Email Notification for Password Recovery

Login to the respective email account and locate the email sent from Clinical Waste Marketing

Department (Figure 14). Click  to redirect to New Password Set Up process (Figure 15).

 **Note:** Remember to check SPAM / JUNK folder if unable to find the email in your inbox.

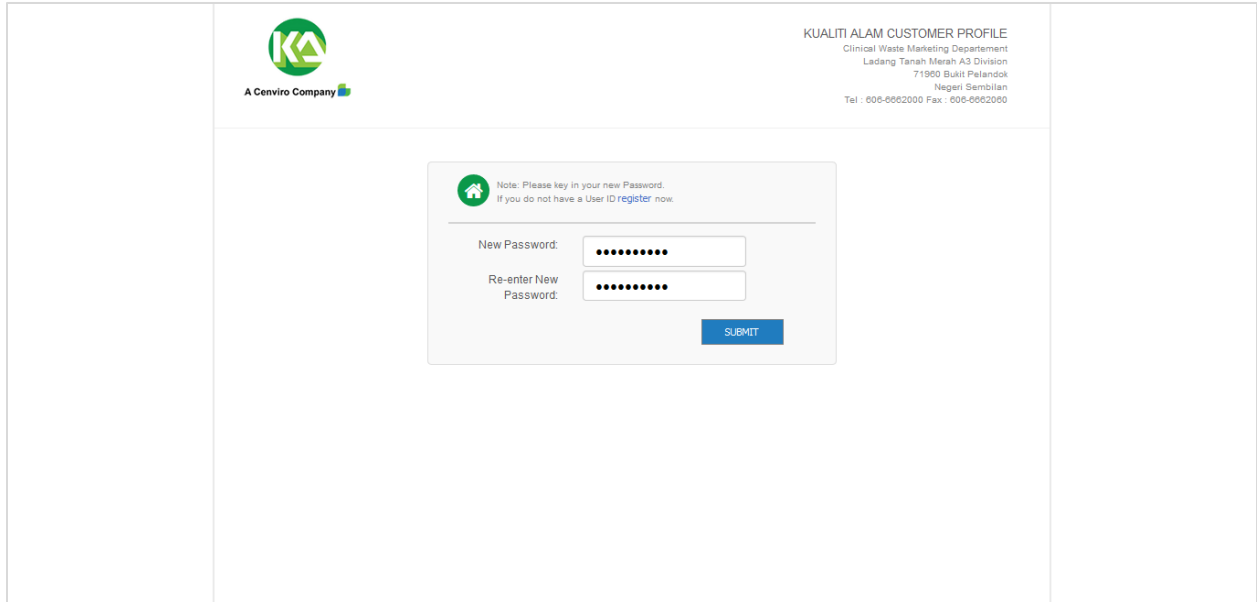
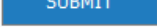


Figure 15 – Sample screen of New Password Set Up

Set a new password and click . Successful message will show as below (Figure 16) and user could login to self-service portal using new password.

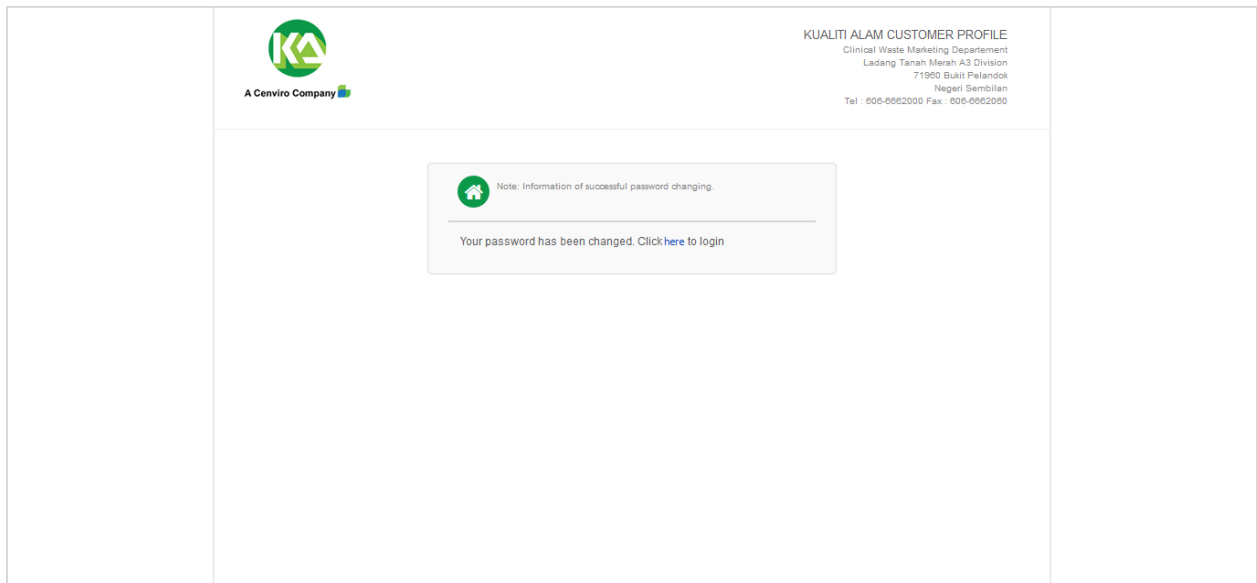


Figure 16 – Sample screen of Successful New Password Set Up

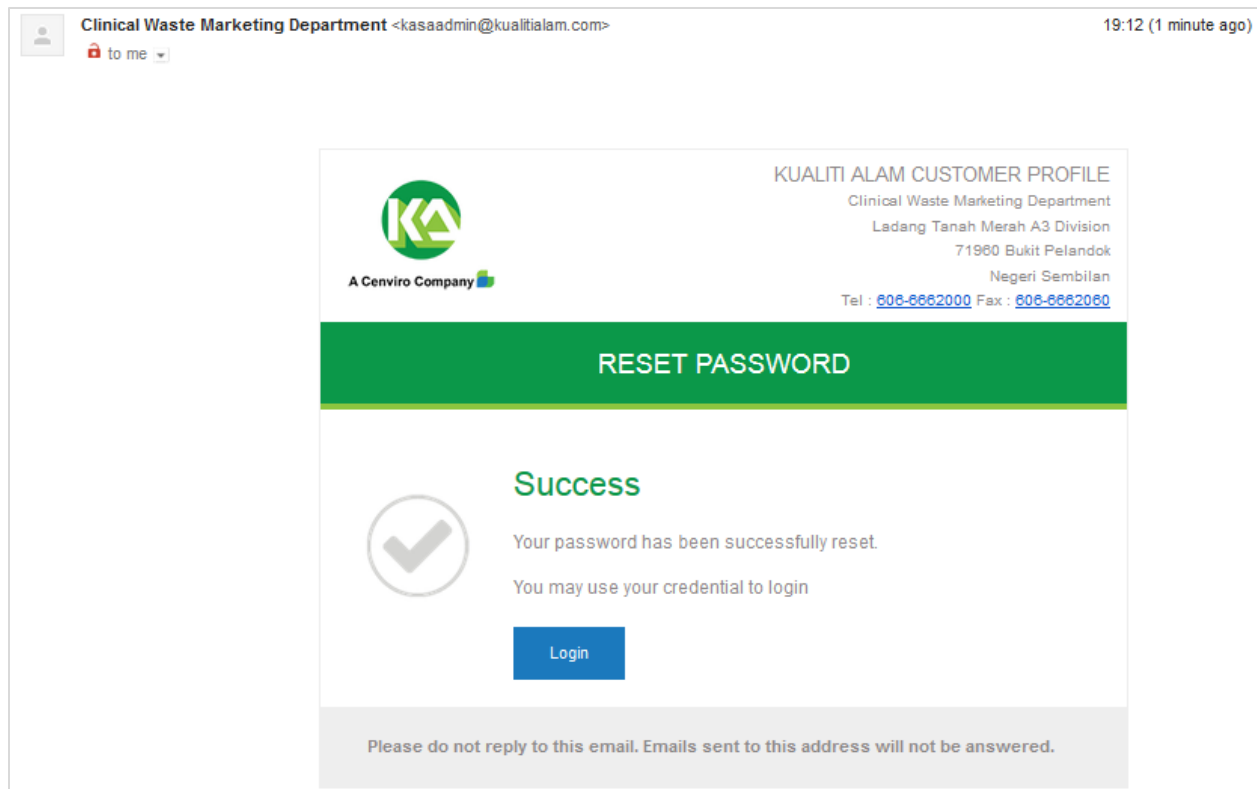


Figure 17 – Sample screen of Email Success Change Password

An email notification will send to the registered email address as an acknowledgment of password changed (Figure 17).