



User Manual for new IPI eCONNECT mobile app For **SHELL Tuas SIC**

1. SIC for Staff & Selected Contractors
2. SIC for Transporters
3. SIC for Mechanical Contractors
4. SIC for Electrical Contractors
5. SIC for Scaffolders
6. SIC for Lifting Crew

<https://ipieconnect.trainingsystemsg.com/TMS>

Updated September 2024





Overview Flow Chart of **SHELL Tuas SIC** Training Request

Step 1:

SHELL Tuas SIC courses will be accessible to selected participants with Shell Sponsor cc in the email loop **within 2-month open access duration**, once the course is approved.

(Refer to Slide 3 on the requirements to attend the courses)

Step 2 (For individual Signup and Company Bulk Signup):

Create User profile in IPI eConnect and select the desired course module
(Refer to Slides 4-19 on the Training registration workflow)

Step 3 (Generate E-certificate):

- Upon completion and passed the e-assessment, e-certificate will be generated by the system.
- No physical pass will be issued for Shell Tuas SIC

Requirements for Attending Shell Tuas Refresher SIC

1. Who can register for SIC Refresher?

SIC Refresher is applicable to candidates who have successfully completed Shell Tuas SIC and the e-certificate is still valid up till the present date.

2. When do I submit the course request for SIC Refresher?

Candidates are advised to submit the course request for the SIC Refresher at least 1 month before expiry date of their e-certificate (e-certificate valid for 2 years from date of issue of e-certificate). Candidates are required to submit their passes to enquiries@ipi.org.sg for verification purposes.

3. What is the course validity?

The SIC refresher is validity for up to 1 month from the date of course approval and candidates will be allowed up to 2 attempts to complete the course.

4. What does the Refresher SIC consist of?

e-Assessment with 22 MCQs . e-Assessment to be done at Shell Tuas premises

5. How many attempts are given?

If the candidate “Fail” the e-assessment after 2 attempts, the candidate will be required to complete the full SIC course.

6. Is there any course fee incurred?

A course fee of SGD\$10 (GST exc.) will be chargeable to Shell Tuas per registration.

Note:

Candidates are advised to accurately select the specific course they intend to attend. ASPRI-IPI or Shell will not be responsible in cases where access has been granted for the full course instead of the SIC Refresher.

Course Profile & Bundle Information

Categories	Bundle No.	Required Main Modules						
		Confined Space	WAH	Electrical	Hot Work	Lifting & Hoisting	Driver	General
SIC for Staff & Selected Contractors	1							X
SIC for Transporters	2						X	X
SIC for Mechanical Contractors	3	X	X		X	X		X
SIC for Electrical Contractors	4		X	X				X
SIC for Scaffolders	5		X					X
SIC for Lifting Crew	6		X			X		X

Shell Tuas Bundle Series (Available in English / Mandarin / Tamil)

TLOP Bundle 1 - Staff & Selected Contractors

TLOP Bundle 2 - Transporters

TLOP Bundle 3 - Mechanical Contractors

TLOP Bundle 4 - Electrical Contractors

TLOP Bundle 5 - Scaffolders

TLOP Bundle 6 - Lifting Crew

Course Duration Overview

Course Title	Duration	
	Minute	Seconds
General Course		
1. Introduction v2	1	58
2. HSSE Commitment (Part I) v2	4	41
3. HSSE Commitment (Part II) v2	2	25
4. Emergency Response v2	1	5
5. Safe Work Systems v2	3	0
6&7. Personal Wellbeing and Sustainability v2	1	40
Quiz	22	0
Confined Space Course v2		
1. CS Ops (Part I) - General Requirements v2	2	10
2. CS Ops (Part II) - Roles and Responsibilities v2	1	25
Quiz	12	0
Work at Height Course v2		
1. WAH (Part I) v2	1	50
2. WAH (Part II) v2	2	25
Quiz	12	0
Electrical Safety Course v2		
1. Electrical Safety Course v2	2	10
Quiz	6	0
Hot Works Course v2		
1. Hot Works Course v2	2	55
Quiz	6	0
Lifting & Hoisting Course v2		
1. Lifting & Hoisting Module	2	35
Quiz	6	0
Driver Course v2		
1. General Requirements for Driving	4	6
Quiz	6	0



IPI eConnect II (Effective from 28 Aug 2024)

User Manual for IPI eConnect II **(1. For Individual Sign Up)**



NEW individual User Profile <IPI eConnect II>

The screenshot shows the website's navigation bar with the ASPRI and IPI logos, and links for HOME, COURSES, CONTACT US, and LOGIN. The URL bar contains 'ipieconnect.trainingsystemsg.com/TMS/login'. A red box highlights the URL bar, with an arrow pointing to a text box: '1. Key in the link: https://ipieconnect.trainingsystemsg.com/TMS'. Below the navigation bar is a 'Login' form with two radio buttons: 'Login as Individual Learner' (selected) and 'Login as Corporate Account Administrator'. There are input fields for 'Last 4 characters of ID and DDMM of Date of Birth' and 'Mobile No (Without Country Code)'. A reCAPTCHA 'I'm not a robot' checkbox is present. A blue 'Login' button is at the bottom. A red box highlights the link 'Click here to sign up now' with an arrow pointing to a text box: 'New User / Corporate Account 2. Click to sign up for new account'.

The screenshot shows a 'Login' modal window with a 'Please select one of the following' dialog box. The dialog box has two buttons: 'Register as a Public Individual Learner' (blue) and 'Register as a Corporate Account Administrator / User' (green). A red box highlights the blue button, with an arrow pointing to a text box: '3. Click to register for individual account'.

NEW individual User Profile <IPI eConnect II>

Individual

Personal Information

Fields marked as * are

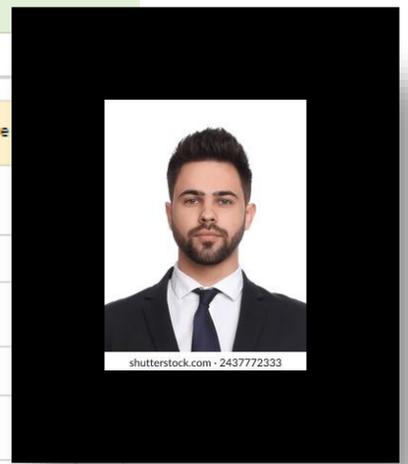
*Profile Photo (Accepted file format : jpg, jpeg, png, Maximum file size : 3 MByte)

Choose File No file chosen

*Full Name (must be per ID)

Photo guideline for uploading

- Standard Passport Photo Size
- Photo background **MUST** be white background
- Eyes shall be visible and open



*Contact No. (Mobile) Used for Password

+65

*Nationality

-- Please Select --

*ID Type

-- Please Select --

Email to enquiries@ipi.org.sg if your company name is not in the pre-approved company list

*ID Number

*Company List

-- Please Select --

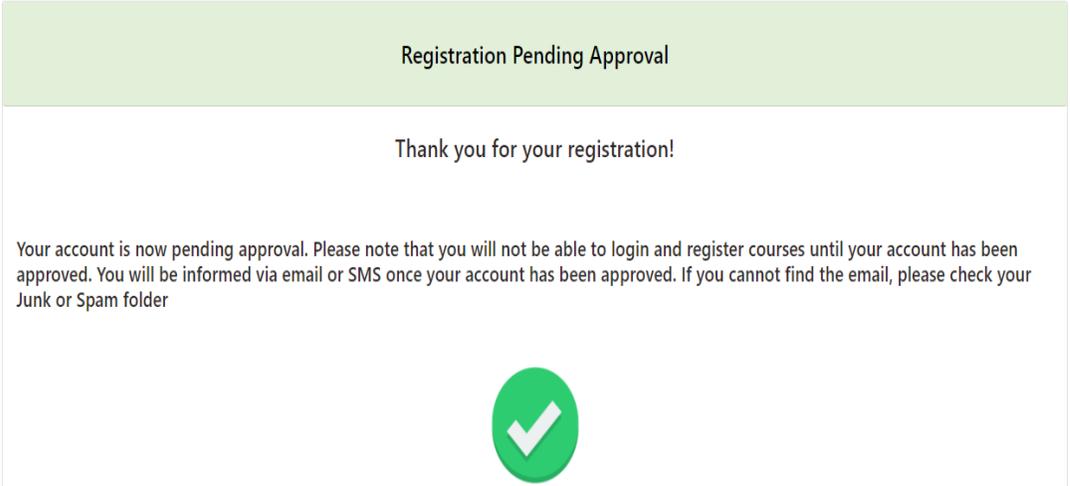
Mandatory to input personal email address

*Date of Birth (dd-mm-yyyy)

*Email

4. COMPULSORY for participant to provide full and accurate details on the mandatory fields

NEW individual User Profile <IPI eConnect II>



5.SMS notification will be sent once the account has been **submitted**



6.SMS notification will be sent once the account has been **approved** and proceed to login to the account

NEW individual User Profile <IPI eConnect II>

ipieconnect.trainingsystemsg.com/TMS/login

ASPRI IPI HOME COURSES CONTACT US LOGIN

8. Select "Login as Individual Learner"

7. Key in the link:
<https://ipieconnect.trainingsystemsg.com/TMS>

9. Key in your last 4 character of NRIC/FIN and DDMM of your birthday
Example: 123A2211

10. Key in your mobile number
Example: 987654321

11. Tick (✓) on the box

12. Click on "login"

ASPRI IPI

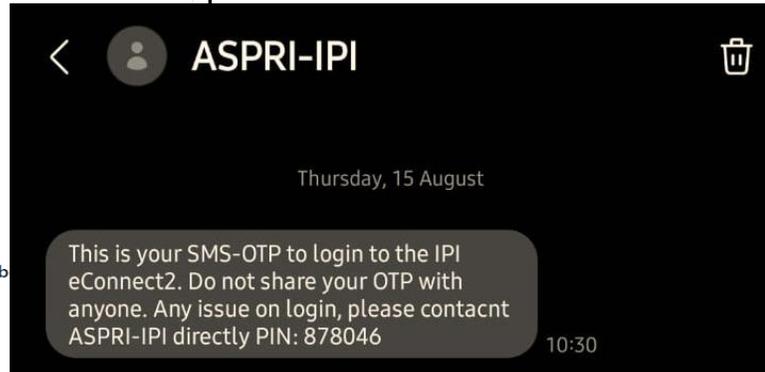
2FA Login

A Pin Code has been sent to your registered mobile number(+65 91911834) via SMS.
If your mobile number is incorrect please click on the Change Number button below to update the mobile number

Pin Code

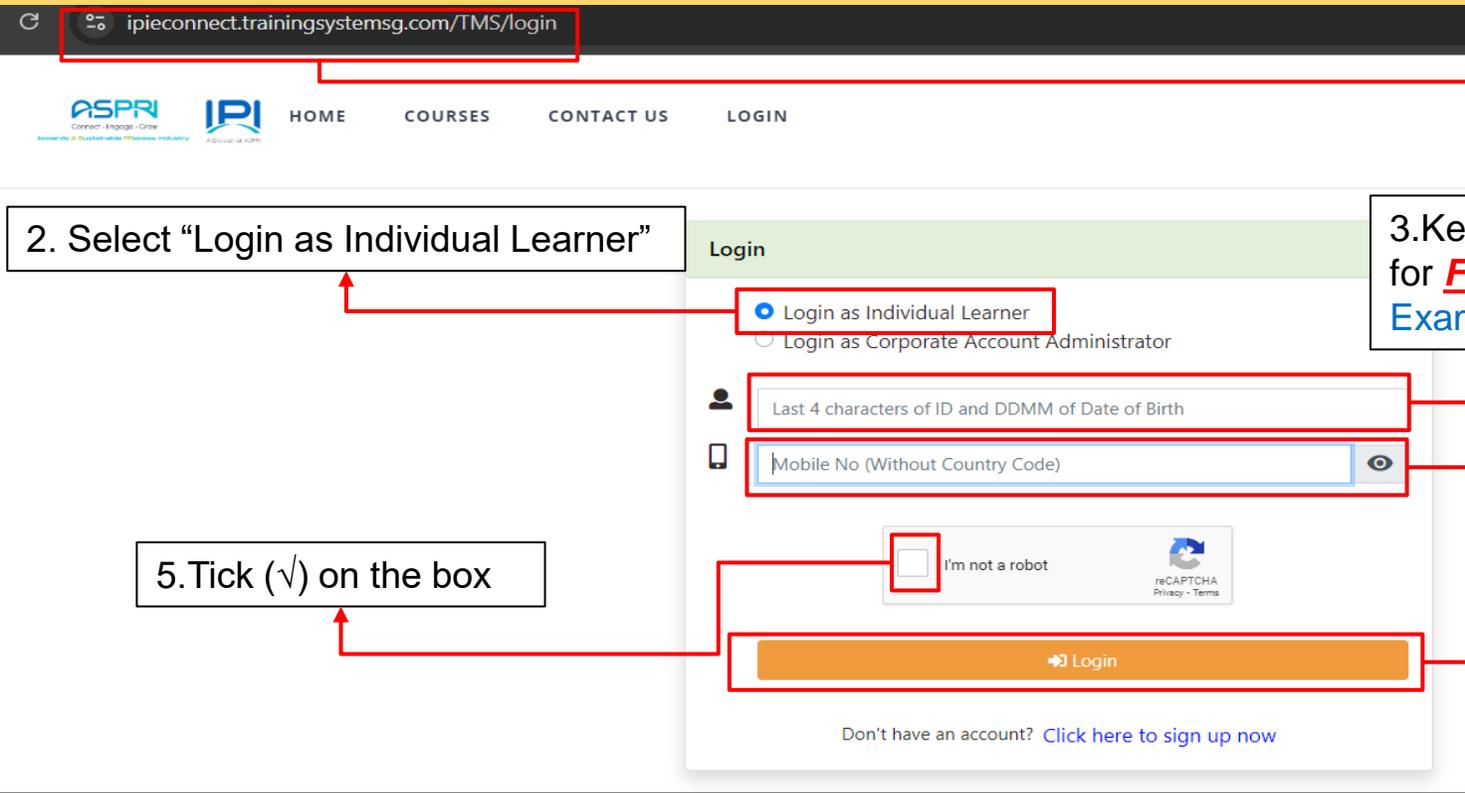
Submit

Back Resend Email & SMS Change Number



13. Upon logging in, you will receive a SMS OTP from ASPRI-IPI under your registered mobile number.

EXISTING individual User Profile <IPI eConnect II>



1. Key in the link:
<https://ipieconnect.trainingsystemsg.com/TMS>

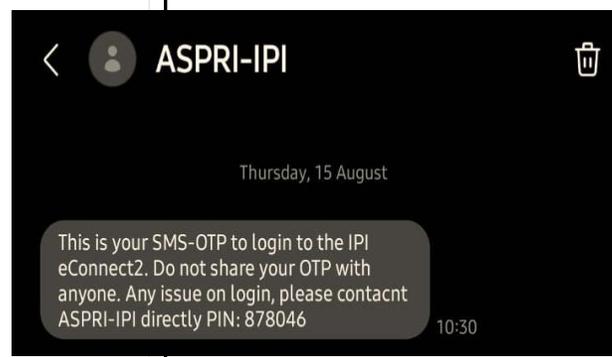
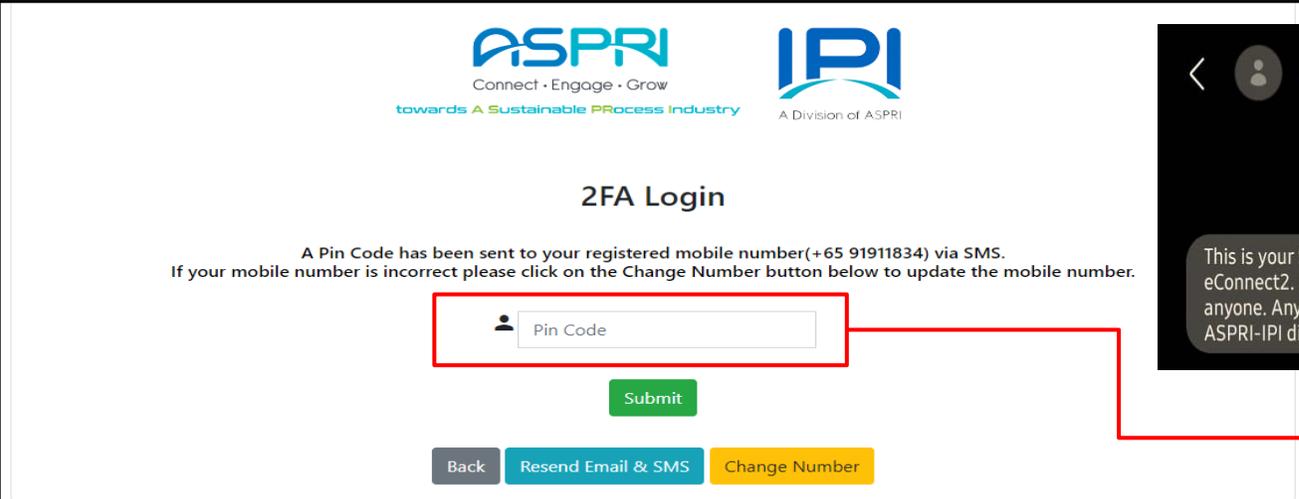
2. Select "Login as Individual Learner"

3. Key in your last 4 character of NRIC/FIN and 1111 for DDMM for **FIRST time login**
Example: 123A1111

4. Key in your mobile number
Example: 987654321

5. Tick (✓) on the box

6. Click on "login"



7. Upon logging in, you will receive a SMS OTP from ASPRI-IPI under your registered mobile number.

EXISTING individual User Profile

<IPI eConnect II>

Profile Photo Required
Please upload profile photo on the profile page.

OK

8. Upon log in, click on “OK” to edit the Date of Birth

-- Please Select --

*ID Number
S9473861Z

*Company Name (please select form dropdown list)
ASPRI - IPI

*Date of Birth (dd-mm-yyyy)
11-11-1111

Email
noemail@noemail.com1883

Address 1

Country
-- Please Select --

Race
-- Please Select --

Gender (Male/Female)
-- Please Select --

Country of Birth
-- Please Select --

My preferred mode of communication (Please select at least one of the option)
 Email SMS

I would like to receive newsletter, promotion, offer and my favorite course new run date

I'm not a robot

Cancel

Save Changes

9. Update the correct Date of Birth in the format DD-MM-YYYY

10. Tick (✓) on the box

11. Click on “Save Changes”

EXISTING individual User Profile <IPI eConnect II>

Accepted file format : jpg, jpeg, png, Maximum file size : 1MByte

Choose file No file chosen

Type Individual Username 861Z1111

*Full Name (must be per ID) BRYNA HO

*Contact No. (Mobile) Comes with Tel Country Code Mandatory for SSG Course Run *Used for Password +65 96153668

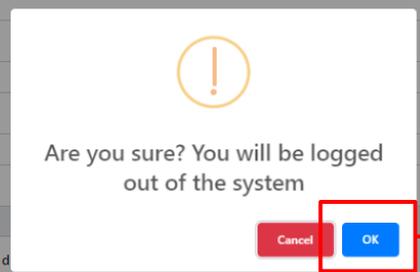
*Nationality -- Please Select --

*ID Type -- Please Select --

*ID Number S9473861Z

*Company Name (please select form d ASPRI - IPI

*Date of Birth (dd-mm-yyyy) 29-01-1994



12. Click on "OK" to proceed the updating of username

Accepted file format : jpg, jpeg, png, Maximum file size : 1MByte

Choose file No file chosen

Type Individual Username 861Z1111

*Full Name (must be per ID) BRYNA HO

*Contact No. (Mobile) Comes with Tel Country Code Mandatory for SSG Course Run *Used for Password +65 96153668

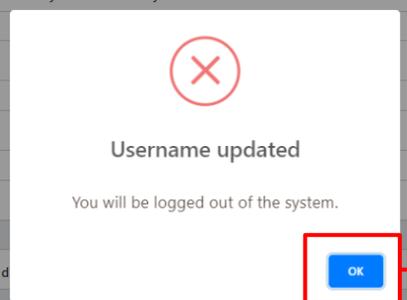
*Nationality -- Please Select --

*ID Type -- Please Select --

*ID Number S9473861Z

*Company Name (please select form d ASPRI - IPI

*Date of Birth (dd-mm-yyyy) 29-01-1994



13. Click on "OK" and repeat Step 1 to login

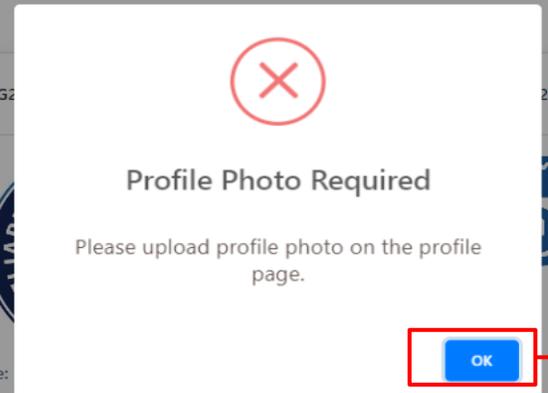
lar Courses + Most Visited C

(EOG2 TA2024) SJI EOG2 2 TA2024) SJI-G

LANI VID

Full Fee: E-Learning Category: Shell Jurong Island

Delivered By: Asynchronous eLearning



14. Click on "OK" to upload the profile picture

Note: To update any non-editable fields, please write to Training Provider

Personal Information Fields marked as * are mandatory.

*Profile Photo Accepted file format : jpg, jpeg, png, Maximum file size : 1MByte Choose file No file chosen

Type Individual Username 861Z1111



15. Photo guideline for uploading

- Standard Passport Photo Size
- Photo background **MUST** be white background
- Eyes shall be visible and open

EXISTING individual User Profile <IPI eConnect II>

-- Please Select --

Race

-- Please Select --

Gender (Male/Female)

-- Please Select --

Country of Birth

-- Please Select --

My preferred mode of communication (Please select at least one of the option)

Email SMS

I would like to receive newsletter, promotion, offer and my favorite course new run date

I'm not a robot

Cancel Save Changes

16. Tick (✓) on the box

17. Click on "Save Changes"

Country

-- Please Select --

Race

-- Please Select --

Gender (Male/Female)

-- Please Select --

Country of Birth

-- Please Select --

My preferred mode of communication (Please select at least one of the option)

Email SMS

I would like to receive newsletter, promotion, offer and my favorite course new run date

I'm not a robot

Are you sure you want to update this Profile?

Cancel Yes, Continue

Cancel Save Changes

18. Click on "Yes, Continue"

Country

-- Please Select --

Race

-- Please Select --

Gender (Male/Female)

-- Please Select --

Country of Birth

-- Please Select --

My preferred mode of communication (Please select at least one of the option)

Email SMS

I would like to receive newsletter, promotion, offer and my favorite course new run date

I'm not a robot

Profile has been updated!

OK

Cancel Save Changes

19. Click on "OK" and proceed to select the course

Login individual User Profile in <IPI eConnect II>



COURSES

CONTACT US

MY REGISTRATION

E-LEARNING

PROFILE

CART ⁰



TEE ZEE CHING

Sign Out



Input relevant information to search for your course

Popular Courses ⁺

Most Visited Courses ⁺

Safety Orientation Video for Shell Sponsored Visitors



Shell Bukom Sponsored Visitors

Full Fee: \$0.00

E-Learning

Category: Shell Energy & Chemical Park Singapore-Bukom

Delivered By : Asynchronous eLearning

Shell Bukom SIC 2023



Full Fee: \$0.00

E-Learning

Category: Shell Energy & Chemical Park Singapore-Bukom

Delivered By : Asynchronous eLearning

Shell Bukom SIC Refresher 2023



Full Fee: \$0.00

E-Learning

Category: Shell Energy & Chemical Park Singapore-Bukom

Delivered By : Asynchronous eLearning

Project SBM II SIC 2023



Full Fee: \$0.00

E-Learning

Category: Shell Energy & Chemical Park Singapore-Bukom

Delivered By : Asynchronous eLearning

Project Demolition SIC 2023



Full Fee: \$0.00

E-Learning

Category: Shell Energy & Chemical Park Singapore-Bukom

Delivered By : Asynchronous eLearning

Steps of Selecting Shell Tuas SIC Courses

ASPRI IPI HOME COURSES CONTACT US MY REGISTRATION E-LEARNING PROFILE CART 0 TEE ZEE CHING Sign Out

Input relevant information to search for your course

1. Click on the button to expand the search criteria

Popular Courses + Most Visited Courses +

Detailed description: This screenshot shows the top navigation bar of the ASPRI website. The search bar is highlighted with a red box and a magnifying glass icon. A red arrow points from the search bar to a text box containing the instruction '1. Click on the button to expand the search criteria'. Below the search bar are two buttons: 'Popular Courses +' and 'Most Visited Courses +'.

ASPRI IPI COURSES CONTACT US MY REGISTRATION E-LEARNING PROFILE CART 0 TEE ZEE CHING Sign Out

Input relevant information to search for your course

2. Under "Category or Technology (Area of Training)", select "Tuas Lubricants Plant"

3. Click on the "Search" to proceed

Detailed description: This screenshot shows the search filters section of the ASPRI website. The 'Category or Technology (Area of Training)' dropdown menu is expanded, and 'Tuas Lubricants Plant' is selected. A red box highlights the dropdown menu and the 'Search' button. A red arrow points from the dropdown menu to a text box containing the instruction '2. Under "Category or Technology (Area of Training)", select "Tuas Lubricants Plant"'. Another red arrow points from the 'Search' button to a text box containing the instruction '3. Click on the "Search" to proceed'. The search filters include: Course/Program Name Search, Course / Program / E-Learning / Certification Program, Min. Course Start Date, Max. Course Start Date, Choose Languages, Funded Courses, Keyword, and a Search button.

Steps of Selecting Shell Tuas SIC Courses

Input relevant information to search for your course

Course/Program Name Search	Funded Courses
Course / Program / E-Learning / Certification Program	Keyword
Min. Course Start Date	Max. Course Start Date
Tuas Lubricants Plant	Choose Sub Category
Choose Languages	

Search Clear Search

Popular Courses

Most Visited Courses



Shell Tuas Lubricants Plant E-Learning Courses



TLOP SIC For Staff & Selected Contractors	TLOP SIC for Transporters	TLOP SIC For Electrical Contractors	TLOP SIC For Mechanical Contractors	TLOP SIC For Scaffolders	TLOP SIC For Lifting Crew	TLOP SIC For Staff & Selected Contractors (Mandarin)	TLOP SIC For Transporters (Mandarin)	TLOP SIC For Electrical Contractor (Mandarin)	TLOP SIC For Mechanical Contractor (Mandarin)	TLOP SIC For Scaffolders (Mandarin)	TLOP SIC For Lifting Crew (Mandarin)	TLOP SIC For Staff & Selected Contractor (Dutch)
 SIC for Staff & Selected Contractors Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 SIC for Transporters Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 SIC for Electrical Contractors Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 SIC for Mechanical Contractors Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 SIC for Scaffolders Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 SIC for Lifting Crew Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 壳牌员工和选定承包商的安全上岗培训课程 Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 运输员安全上岗培训课程 Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 电气承包商安全上岗培训课程 Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 机械承包商安全上岗培训课程 Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 脚手架承包商安全上岗培训课程 Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 起重承包商安全上岗培训课程 Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning	 E-Learning courses available in Dutch Full Fee: \$0.00 E-Learning Category: Tuas Lubricants Plant Delivered By: Asynchronous eLearning
View	View	View	View	View	View	View	View	View	View	View	View	View

4. Select the course required and click on "View"

Steps of Selecting Shell Tuas SIC Courses

TLOP SIC For Staff & Selected Contractors ☆ [Back to Catalogue →](#)

OVERVIEW ADDITIONAL DETAILS PRICING

Course Duration
30 Days

Total Training Duration (Hour)
720


SIC for Staff & Selected Contractors

REGISTER NOW

SEND ENQUIRY

5. Click on "Register Now"

1 Confirm Course Title 2 Confirm Fee 3 Confirm Profile & Declaration 4 Payment

[Back to Course →](#)

You are registering for the following course

Title
SJI Safety Induction Course & SPC Safety Induction Training (R&M) -2023

Venue
Virtual

Seats Available

6. Click on "Save and Next"

Save and Next

1 Confirm Course Title 2 Confirm Fee 3 Confirm Profile & Declaration 4 Payment

Profile Information

*Full Name (must be per NRIC for training grant application)
TEE ZEE CHING

*Email (login username)

The following information are needed for Government Funding/Grant

Nationality (Mandatory for training grant application)
SINGAPORE CITIZEN

Contact No. (Mobile) Comes with Tel Country Code Mandatory for SSG Course Run *Used for Password
+65 - [REDACTED]

Date of Birth (dd-mm-yyyy)
[REDACTED]

ID Type
NRIC

ID Number
[REDACTED]

I confirm that all information given in this registration form is true and accurate, and I have not deliberately omitted any relevant fact. I understand any false or misleading declaration shall make me liable for disqualification, or if already admitted, for expulsion from the course without any refund of fees paid. [Terms & Conditions](#)

8. Tick (✓) on the box for the declaration

9. Click "Next"

Next

1 Confirm Course Title 2 Confirm Fee 3 Confirm Profile & Declaration 4 Payment

Course :

You are eligible for the following fee options (fee is after discount and subsidy if any). Please select one of the options :

Full Fee (Excl. GST)	Fee Options	Fee (Excl. GST)	GST On Course	GST (0%)	Amount (Incl. GST)
\$0.00	Course Fee	\$0.00	Full Fee	\$0.00	\$0.00

Update Profile

Next

Click on "Update Profile" if there is changes / amendments

7. Click on "Next" if there is no changes to the profile

Steps of Selecting Shell Tuas SIC Courses

1 Confirm Course Title 2 Confirm Fee 3 Confirm Profile & Declaration 4 Payment

You are paying for Edit Bill-To Information

Course: SJI Safety Induction Course & SPC Safety Induction Training (R&M) -2023

Course Batch: SJI/SPCRM23

Applied Funding: N/A

Please click here to confirm your registration

10. Click on "Please click here to confirm your registration"

Fee	
Original Course Fee	\$0.00
Exclusive GST	
Total GST (0%)	\$0.00
Based on full fee and additional fees	
Inclusive of 0% GST	\$0.00
Fee Payable	\$0.00
Exclusive GST	
Learner GST (0%)	\$0.00
Based on full fee and additional fees	
Fee Payable	\$0.00
Inclusive GST	
Balance Payable	\$0.00

View Payment Summary

Thank you for your Payment.
Your Registration is Successful!

Your Receipt No. is : 2408/15-001

A copy of the receipt has been sent to the email below:

TO: [REDACTED]

Download Receipt

Back to Catalogue

11. Registration is successfully submitted

← ASPRI-IPI

This is your 2FA pin number to login to the TMS. PIN: 755622

Thank you for registering the below course with us. Please note that your application is sent for approval by the Application Manager. Course Name: SJI Confined Space Entrant (EOG2 TA2024)

12b. SMS notification to indicate that the course is pending approval

OR

← ASPRI-IPI

Thursday, 15 August

Thank you for registering. We are glad to inform you that the seat is confirmed. We look forward to seeing you. Course Name: SJI Safety Induction Course & SPC Safety Induction Training (R&M) -2023

13:50

12a. SMS notification to indicate that the course is confirmed

Steps to start the course in <IPI eConnect II>

ASPRI
Connect - Engage - Grow
Accelerate & Sustainables Processes Industry
A Division of IPI

COURSES CONTACT US MY REGISTRATION **E-LEARNING** PROFILE CART 0

1. Click on "E-Learning" and allow "Pop-up" in your browser

Input relevant information to search for your course

Popular Courses +

My courses

IPI
A Division of ASPRI

Welcome back, TEE ZEE CHING! 🙌

Course overview

ALL Search SORT BY COURSE NAME CARD

SJI Safety Induction Course & SPC Safety ...
EOG2 TA 2024

0% complete

2. Click on the course title

4. Pay attention to the lesson. A quiz will appear during the lesson and you are required to answer the questions.

Identify the following guardsman equipment

A - Horn, B - Gas testing meter

A - Whistle, B - Walkie talkie

Check

Home Dashboard My courses

SJI Safety Induction Course & SPC Safety Induction Training (EOG2 TA2024)

Course Participants Grades Competencies

Course Background

Course Description

A safety induction is conducted to welcome new personnel to the SJI sites and prepare them for their new role. It ensures all personnel are fully informed about the site requirements and are aware of their work and responsibilities. It serves as a starting point for an organization to introduce a culture of safety in the workplace.

Learning Objectives

After this course, learners would learn about:

3. Click on the module to start the course

Steps to start the course in <IPI eConnect II>

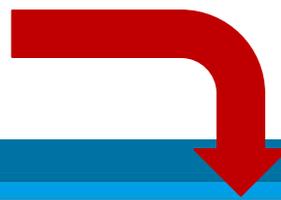
2 Question(s) answered

You have answered 2 questions, click below to submit your answers.

Submit Answers

Answered questions

Time	Question	Score
0:50	Q1	1 / 1
0:55	Q2	1 / 1



My courses

- Announcements
- GMT1 - Introduction to ...
- Introduction to GMT**
- GMT2 - Before Work Sta...
- GMT2 - Before Work Starts
- GMT3 - Work Starts
- Work Starts
- Emergency Resp...
- Emergency R...
- Confined Space ...
- Confined Spa...
- Role Play 1
- GMT6 - Role Play 1
- GMT7 - Role Play 2
- GMT7 - Role Play 2
- GMT8 - Role Play 3
- GMT8 - Role Play 3
- GMT9 - Role Play 4
- GMT9 - Role Play 4
- GMT10 - Role Play 5
- GMT10 - Role Play 5
- Final Assessment

Done: View Done: Receive a grade

6. Refresh the page. If you have met the passing criteria, the status bar will turn green, allowing you to proceed to the next chapter.



- ×
- Course Background
 - Announcements
- Module 1: Introduction to ...
 - Module 1: Introduction to S...
- Module 2: Shell HSSE Gold...
 - SJI SIC M2: Shell HSSE Golde...
- Module 3: General Safety ...
 - SJI SIC M3: General Safety &...
- Module 4: Life Saving Rul...
 - SJI SIC M4: Life Saving Rules...
- Module 5: Chemical Safety...
 - SJI SIC M5: Chemical Safety, ...
- Module 6: Emergency Res...
 - SJI SIC M6: Emergency Resp...
- Module 7: Singapore Petr...
 - SJI SIC M7: Singapore Petroc...
- Final Assessment
 - SJI SIC Final Assessment
- Course Completion
 - Course Completed Please Ci...



SJISICTA2024 / Course Completed Please Click to View Certificate

Course Completed Please Click to View Certificate

MARK AS DONE

VIEW CERTIFICATE

7. After passing the final assessment, click "Mark as Done" and retrieve your certificate under "My Registration."



A Division of ASPRI

INFO

[LinkedIn](#)

CONTACT US

5D, Jalan Papan, Singapore 619421

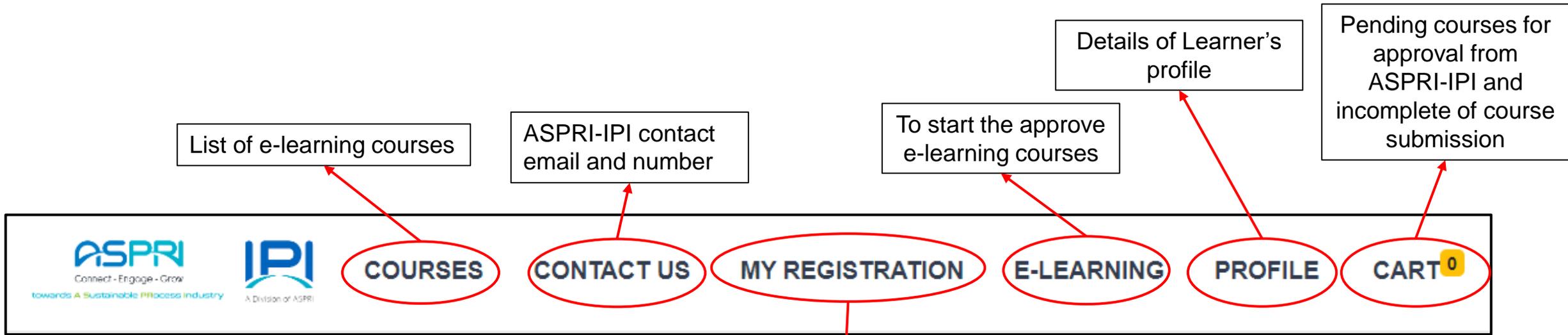
Phone: +65 6795 5700

E-mail: enquiries@ipi.org.sg

GET SOCIAL



Useful Functions for Individual Account in <IPI eConnect II>



Registered Courses

Type: Active

Select type "Active" for list of courses registered

S/N	Batch ID	Course Name	Course ID	Date	Time	Venue / Room	Status	Documents	Course Schedule	Blackout Date	Receipt	Program Batch ID	Att %	Overall Assmt Result	Overall Result	CoC	CoA	Reschedule / Withdraw
1	SJISIC-TA	SJI Safety Induction Course & SPC Safety Induction Training (EOG2 TA2024)	SJISIC-TA	N/A	N/A	N/A	Paid			N/A				No Attempt or Failed	No Attempt or Failed			

E-certificate will be generated upon passing the test

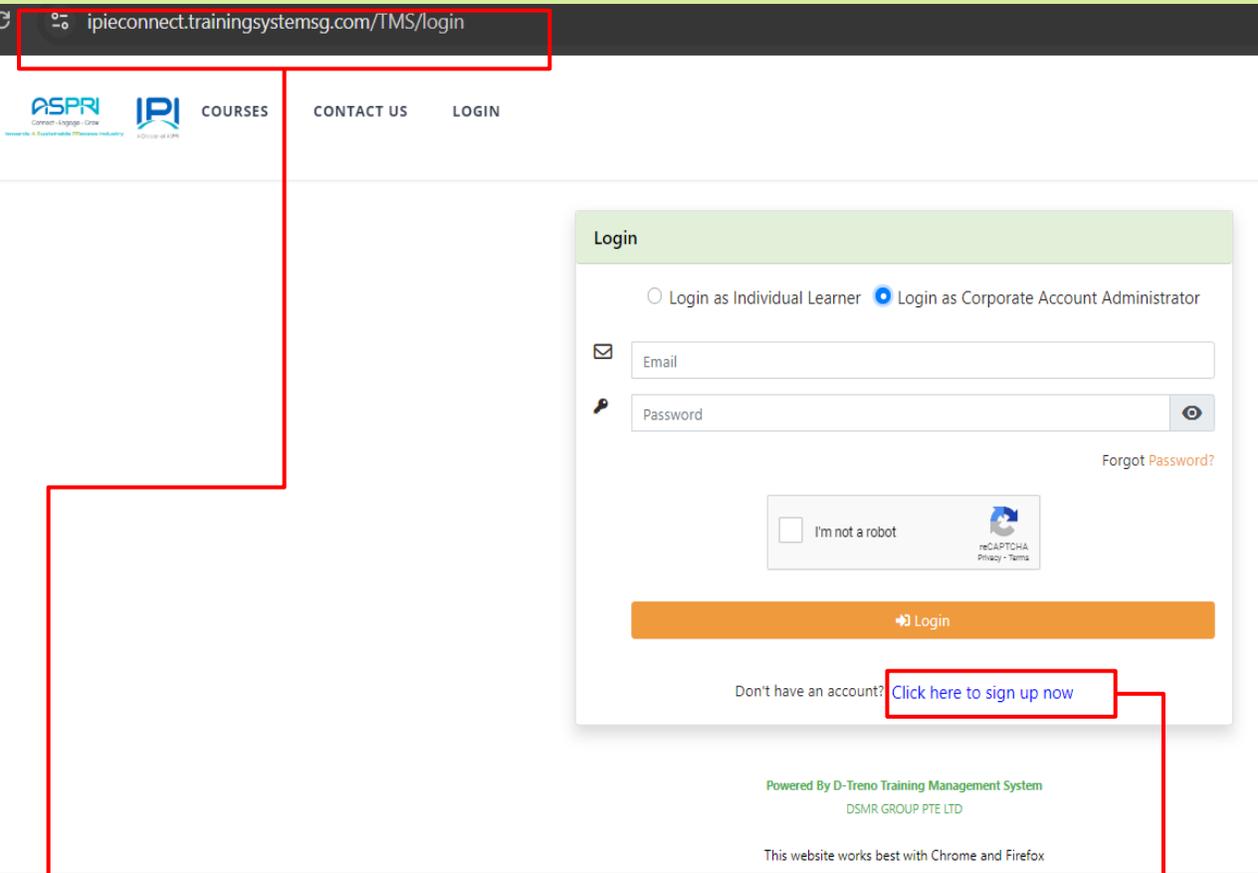


IPI eConnect II (Effective from 28 Aug 2024)

User Manual for IPI eConnect II **(2. For Company and BULK Registration)**

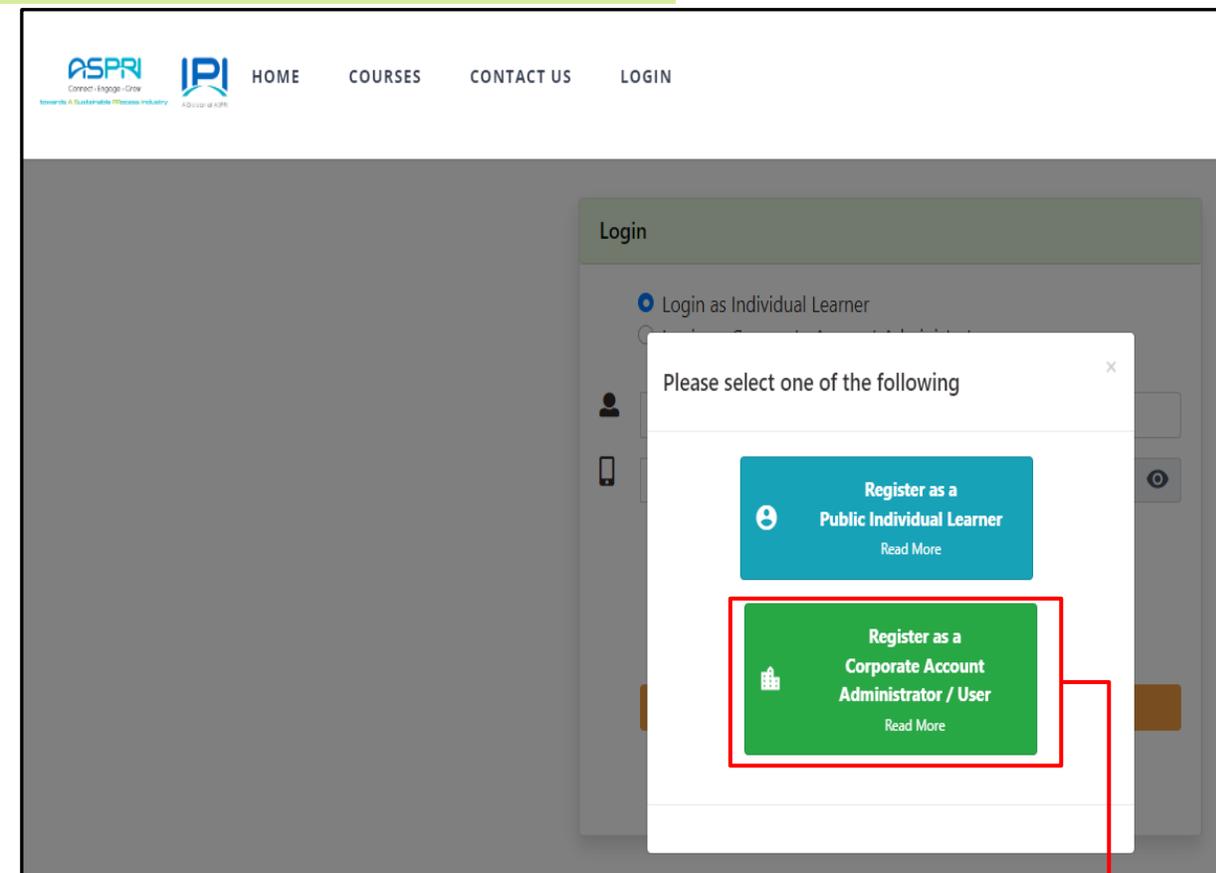


NEW Corporate Account Administrator Profile in <IPi eConnect II>



1. Key in the link:
<https://ipieconnect.trainingsystemsg.com/TMS>

2. Click to sign up for new Corporate Administrative account



3. Click to register for corporate account

NEW Corporate Account Administrator Profile in <IPI eConnect II>

Corporate Registration

4. Fill in all the mandatory fields required

Organisation Information Fields marked as * are mandatory.

*Email Login username

*Password

*Confirm Password

Password must meet the following requirements:

- ✗ At least 1 letter
- ✗ At least 1 uppercase
- ✗ At least 1 lowercase
- ✗ At least 1 number
- ✗ Be at least 1 special characters
- ✗ Be at least 8 characters
- ✗ Confirm Password must be the same

*Contact Person Name

*Contact No. (Mobile) Mandatory for SSG Courses Enrolment Mandatory for SSG Course Run

+65

*Organisation Name

*Organisation Type (For Training Grant) Mandatory for Funding

My preferred mode of communication (Please select at least one of the option)

Email SMS

I would like to receive newsletters, promotions, offers and alerts of my favorite course new run dates via email and/or SMS.

By clicking "Register" below,
I confirm that all information provided in this application is true and correct.

I confirm to ASPRI-IPI's collection, use and/or disclosure of relevant personal data contained in this form for the purpose(s) of course administration of training grant and/or subsidies.

I have read, agree with and will comply with, the [Terms and Conditions](#).

*Please click I'm not a robot

I'm not a robot 

reCAPTCHA
Privacy - Terms

Previous

Register

5. Tick (✓) on the box for the terms and conditions

6. Tick (✓) on the box

7. Click on "Register" to proceed

NEW Corporate Account Administrator Profile in <IPI eConnect II>

Registration Pending Approval

Thank you for your registration!

Your account is now pending approval. Please note that you will not be able to login and register courses until your account has been approved. You will be informed via email or SMS once your account has been approved. If you cannot find the email, please check your Junk or Spam folder



8. Account will be pending for approval.

< ASPRI-IPI



Thursday, August 22, 2024



Thank you for your account application in our Training Management System. We will inform you once your account is approved.

4:54 PM

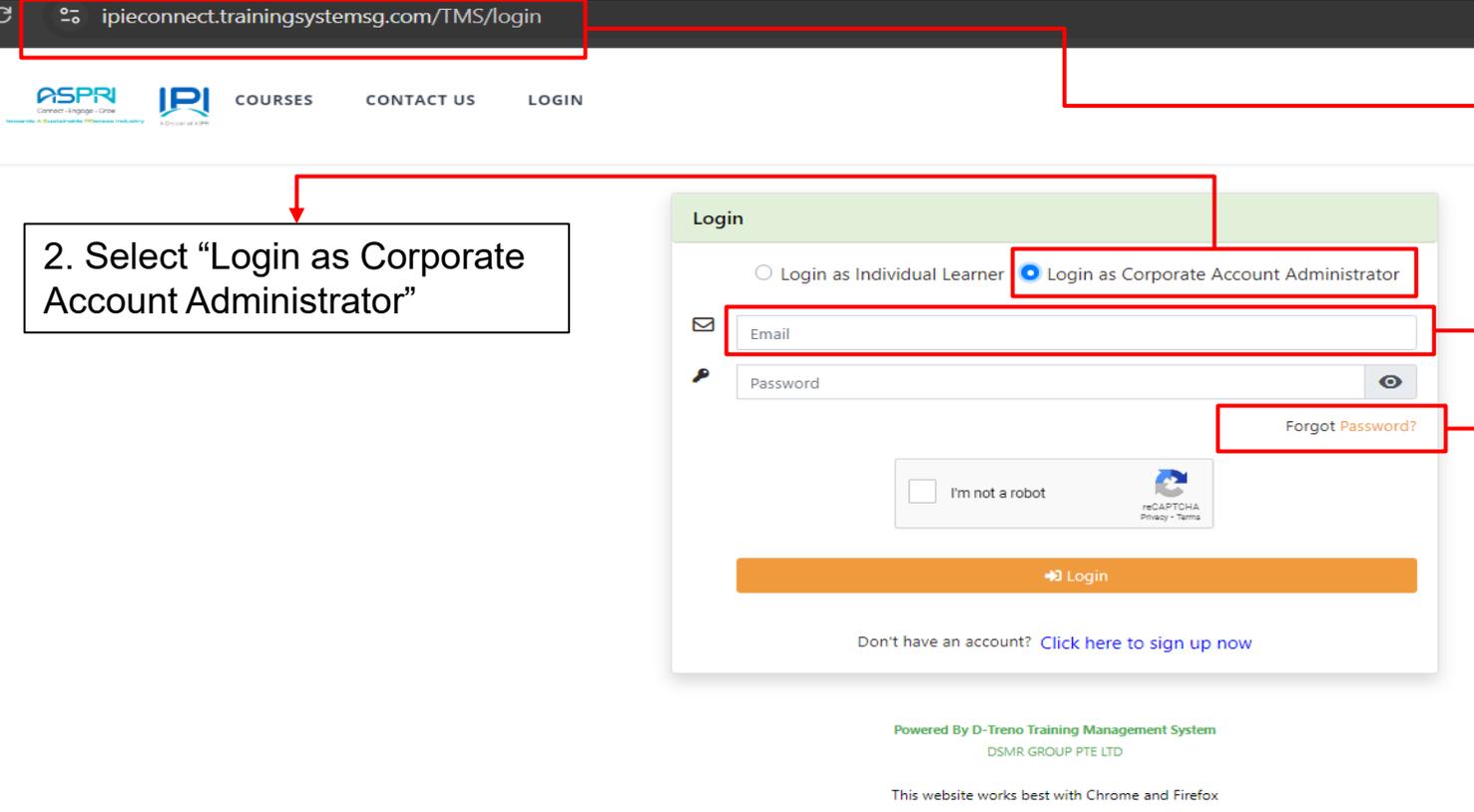


Thank you for creating a new account with us. Your account is successfully created in our TMS.

8:04 PM

9. Upon approval, you will received the notification from email or/and SMS.

EXISTING Corporate Account Administrator Profile in <IPI eConnect II>

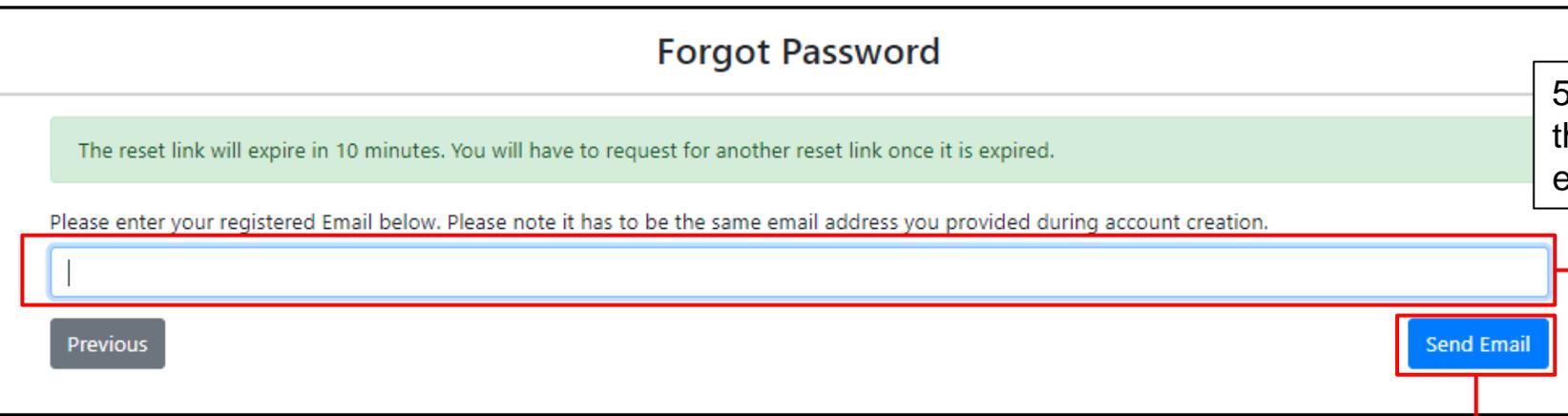


2. Select "Login as Corporate Account Administrator"

1. Key in the link:
<https://ipieconnect.trainingsystemsg.com/TMS>

3. Key in the email address that was registered previously

4. For **first time** login to the new system, click on "Forgot Password"



5. Key in the email address that was registered for the corporate account, if you are unsure, email to enquiries@ipi.org.sg

6. Click on "Send Email"

EXISTING Corporate Account Administrator Profile in <IPI eConnect II>

Forgot Password

The reset link will expire in 10 minutes. You will have to request for another reset link once it is expired.

Please enter your registered Email below. Please note it has to be the same email address you provided during account creation.

enquiries@ipi.org.sg

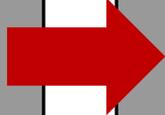
Previous Send Email



A reset password email will be sent to your registered email address

Cancel Yes

7. Click on "Yes"



Forgot Password

The reset link will expire in 10 minutes. You will have to request for another reset link once it is expired.

Please enter your registered Email below. Please note it has to be the same email address you provided during account creation.

enquiries@ipi.org.sg

Previous Send Email



The reset link will expire in 10 minutes. You will have to request for another reset link once it is expired.

OK

8. Click on "OK"



Forgot Password

ASPRI-IPI <no_reply@trainingsystemsg.com>
To: Enquiries Aitc

Dear Sir/Madam,

Attn : **ADMIN**

You have requested to change your password. Please click on the button below to change password.

If you did not request a password change, no further action is required.

If you're having trouble clicking the "Change Password" button, copy and paste the URL below into your web browser:

<https://ipieconnect.trainingsystemsg.com/account/user/reset/eyJpdil6lRvQ0xTTUV2c0ZyY1hUWHFGRHN3YkE9PSlslmZhbHVlIjoieXlRSTAVkQ04WnJMSDFxbnlpWVVaaHJtenU5K3BDVWgwcXJ5VjQ2bGx0VT0iLCJtYWMiOiJlJlNTA2M2YyOGY1Y2I2OGJhMGNINWM4YTViMmY2ZWVmMTA4ZDY1OGFjMTJhMDVmYmlyZGFIN2M2NTkxY2Q5OTE3IiwidGFmIjoia0=>

Thank You,
ASPRI-IPI

9. You will receive an email on the reset of password, click on the link. Do note that the link will expire in 10 minutes. If you did not receive the email on your inbox, check spam / junk

EXISTING Corporate Account Administrator Profile in <IPI eConnect II>

ASPRI
Center - Engage - Grow
Member of a Sustainable Process Industry

IPI
Institute of Professional Inspectors

Catalog Training Calendar FAQ

Profile

*Please note that the new Password will be used for all login accounts with the same email

New Password
.....

Confirm Password
.....

- ✓ At least 1 letter
- ✓ At least 1 uppercase
- ✓ At least 1 lowercase
- ✓ At least 1 number
- ✓ Be at least 1 special characters
- ✓ Be at least 8 characters
- ✓ Confirm Password **must be the same**

Change Password

10. Reset the password based on the criteria stated

11. Click on "Change Password"

*Please note that the new Password will be used for all login accounts with the same email

New Password
.....

Confirm Password
.....

- ✓ At least 1 letter
- ✓ At least 1 uppercase
- ✓ At least 1 lowercase
- ✓ At least 1 number
- ✓ Be at least 1 special characters
- ✓ Be at least 8 characters
- ✓ Confirm Password **must be the same**

Are you sure?

Cancel Yes, Continue Change Password

12. Click on "Yes, Continue"

Corporate Account Bulk Registration in <IPI eConnect II>

1. Key in the link:
<https://ipieconnect.trainingsystemsg.com/TMS>

2. Select "Login as Corporate Administrator"

3. Key in the email registered and password

4. Tick on the box

5. Click on "Login"

6. Key in the 2FA sent through email or SMS

7. Click on "Submit"

Corporate Account Bulk Registration in <IPI eConnect II>

8. Click on the search button to expand the selection

9. Key in the course title

10. Click on "Search"

Input relevant information to search for your course

Course/Program Name Search

Course / Program / E-Learning / Certification Program

Min. Course Start Date

Category or Technology (Area of Training)

Funded Courses

Keyword

Max. Course Start Date

Choose Languages

Search Clear Search

Popular Courses + Most Visited Courses +

 <p>Shell Bukom Sponsored Visitors</p> <p>Full Fee: \$0.00 E-Learning Category: Shell Energy & Chemical Park Singapore-Bukom</p> <p>Delivered By: Asynchronous eLearning</p> <p>View</p>	 <p>Shell Bukom SIC 2023</p> <p>Full Fee: \$0.00 E-Learning Category: Shell Energy & Chemical Park Singapore-Bukom</p> <p>Delivered By: Asynchronous eLearning</p> <p>View</p>	 <p>SHELL BUKOM SIC 2023 REFRESHER</p> <p>Full Fee: \$0.00 E-Learning Category: Shell Energy & Chemical Park Singapore-Bukom</p> <p>Delivered By: Asynchronous eLearning</p> <p>View</p>	 <p>PROJECT SBM II SIC</p> <p>Full Fee: \$0.00 E-Learning Category: Shell Energy & Chemical Park Singapore-Bukom</p> <p>Delivered By: Asynchronous eLearning</p> <p>View</p>	 <p>PROJECT DEMOLITION SIC 2023</p> <p>Full Fee: \$0.00 E-Learning Category: Shell Energy & Chemical Park Singapore-Bukom</p> <p>Delivered By: Asynchronous eLearning</p> <p>View</p>	 <p>PROJECT SBM II SIC REFRESHER 2023</p> <p>Full Fee: \$0.00 E-Learning Category: Shell Energy & Chemical Park Singapore-Bukom</p> <p>Delivered By: Asynchronous eLearning</p> <p>View</p>	 <p>PROJECT DEMOLITION SIC REFRESHER 2023</p> <p>Full Fee: \$0.00 E-Learning Category: Shell Energy & Chemical Park Singapore-Bukom</p> <p>Delivered By: Asynchronous eLearning</p> <p>View</p>	 <p>SHELL JURONG ISLAND SAFETY INDUCTION VIDEO</p> <p>Full Fee: \$0.00 E-Learning Category: Shell Jurong Island</p> <p>Delivered By: Asynchronous eLearning</p> <p>View</p>	 <p>SJI Confined Space Entrant (EOG2 TA2024)</p> <p>Full Fee: \$0.00 E-Learning Category: Shell Jurong Island</p> <p>Delivered By: Asynchronous eLearning</p> <p>View</p>
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11. Click on the "View" on the selected course

Corporate Account Bulk Registration in <IPI eConnect II>

TLOP SIC For Staff & Selected Contractors  [Back to Catalogue →](#)

OVERVIEW | ADDITIONAL DETAILS | PRICING

Course Duration
30 Days

Total Training Duration (Hour)
720



SIC for Staff & Selected Contractors

REGISTER NOW

SEND ENQUIRY

12. Click on "Register Now"

Register New Learner

1 Registration | 2 Confirm Learner Profile & Decl. | 3 Confirmation

Register Learner

Course Name	: SJI Safety Induction Course & SPC Safety Induction Training (R&M) -2023
Course Batch ID	: SJISPCRM23
Venue	: Virtual
Capacity	: 2001
Original Course Fee	: \$0.00

Add Learners via Selection List :
Add Existing Learners

Add Learners via CSV :
 [Download CSV file template](#) No file chosen

13a. Click on "Add Existing Learners if there are existing learner that you have register before"

Corporate Account Bulk Registration in <IPI eConnect II>

Register New Learner

1 Registration 2 Confirm Learner Profile & Decl. 3 Confirmation

Register Learner

Course Name	: SJI Safety Induction Course & SPC Safety Induction Training (R&M) -2023
Course Batch ID	: SJIISPCRM23
Venue	: Virtual
Capacity	: 2001
Original Course Fee	: \$0.00

Add Learners via Selection List :
[Add Existing Learners](#)

Add Learners via CSV :
[Download CSV file template](#) No file chosen

13b. Click on "Download CSV file template" if you do not have any existing learners. Refer to slide 33 on the fields to be filled in

1 Registration 2 Confirm Learner Profile & Decl. 3 Confirmation

Registration

Confirm Learner Profile & Decl.

Confirmation

Preview Learners

Please click on the Preview Learners to view the learners from the file uploaded.

Preview Learners

Add Learners via Selection List :

15. Click on "Preview Learners"

14. Click on "Choose file" and upload the csv file template

Corporate Account Bulk Registration in <IPI eConnect II>

Sample of CSV File Template

#Identification Type (Please indicate type as NRIC if applying for Fund #NRIC	*NRIC	*Learner Name (must be per NRIC if applying for fundin	#Learner Mobile No	*Learner Email	#Date Of Birth (dd-mm-yyyy)	Gender	#Nationality	Race	Monthly E	Job Title	Educator	#Mobile Country Code (e.g 65)
NRIC	S6083991	TAN LEE LEE	9876543	leeleee@gmail.com	18/11/1998	F	SINGAPORE CITIZEN					65

Each learner to have a unique email, **DO NOT** use corporate or admin email

Fill in the fields highlighted in yellow

Delete the 2 tabs once you have completed the fields and save the file as CSV UTF-8 (Comma delimited) (*.csv)

Identification Type	Nationality	Race	Occupation	Gender	Education Qualification	Mobile Country Code
NRIC	SINGAPORE PR	ACHEHNESE	Accountant (general)	MALE	Primary education without PSL	1 (United States of America)
FIN	SINGAPORE CITIZEN	AFGHAN	Accounts Assistant	FEMALE	Certificate in BEST 1-3	1 (Canada)
PASSPORT	LTVP+	AFRICAN	Adult Education		Primary School Leaving Certificate	1242 (Bahamas)
	AFGHAN	ALBANIAN	Adult Education/Learning Management		Certificate in BEST 4	1246 (Barbados)
	ALBANIAN	AMBONESE	Advanced Practice Nurse		SPM	1264 (Anguilla)
	ALGERIAN	AMERICAN	Aeronautical Engineer (Aircraft Engine / Component Maintenance)		Secondary education without a	1268 (Antigua and Barbuda)
	AMERICAN	ANGLO BURMESE	Aeronautical Engineer (Aircraft Maintenance)		Certificate in WISE 1-3	1284 (Virgin Islands, British)
	ANDORRAN	ANGLO CHINESE	Aeronautical Engineering Technician		Basic vocational certificates (i	1345 (Cayman Islands)
	ANGOLAN	ANGLO FILIPINO	Aeronautical Engineering Technician (Aircraft Maintenance)		At least 1 GCE 'N' Level pass	1441 (Bermuda)
	ANGUILLAN	ANGLO INDIAN	Aeronautical Engineering Technician (Manufacturing)		At least 1 GCE 'O' Level pass	1473 (Grenada)
	ANTIGUANS	ANGLO SAXON	Aged Care Services Manager		National ITE Certificate (Interm	1649 (Turks and Caicos Islands)
	ARGENTINEAN	ANGLO THAI	AGRICULTURAL AND FISHERY WORKERS		At least 1 GCE 'A'/'H2' Level pas	1664 (Montserrat)
	ARMENIAN	ANNAMITE	Air Cargo Officer		National ITE Certificate (Nitec)	1671 (Guam)
	AUSTRALIAN	ARAB	Air Traffic Controller		Higher Nitec	1758 (Saint Lucia)
	AUSTRIAN	ARMENIAN	Air transport service supervisor		Master Nitec or equivalent (eg	1767 (Dominica)
	AZERBAIJANI	ARYAN	Aircraft Engine Mechanic		WSQ Certificate or equivalent	1784 (St. Vincent and The Gren)
	BAHAMIAN	ASSAMI	Aircraft Engine Mechanic		WSQ Higher Certificate or equi	1787 (Puerto Rico)
	BAHRAINI	AUSTRALIAN	Aircraft Engine Mechanic and Repairer (Aircraft Maintenance)		WSQ Advanced Certificate or ei	1809 (Dominican Republic)
	BANGLADESHI	AUSTRIAN	Aircraft Engine Repairer		Other post-secondary qualifica	1829 (Dominican Republic2)
	BARBADIAN	AZERI	Aircraft Loader		Polytechnic diploma	1849 (Dominican Republic3)
	BARBUDANS	BAJAU	Aircraft Loader		Polytechnic advanced diploma	1868 (Trinidad and Tobago)
	BATSWANA	BANGALA	Aircraft Pilot (Commercial Airline)		ITE diploma	1869 (Saint Kitts and Nevis)
	BELARUSIAN	BANGLADESHI	Airline Cabin Operations		Diploma qualifications (eg NIE	1876 (Jamaica)
	BELGIAN	RANIARFSE	Airline Pilot Operations		WSQ diploma	20 (Egypt)

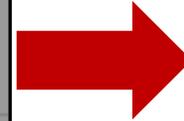
Refer to the valid data for the list of selection

Corporate Account Bulk Registration in <IPI eConnect II>

All rows are validated! Please click on the Save Learners to proceed with registration of the uploaded learners. For existing Learner all fields will be updated referring to the csv file.

Close Save Learners

16. Click on "Save Learners"



Save Successful!
Learners has been saved

OK

17. Click on "OK"



Learner Lists

Search:

S/N	ID	Name	Nationality	Funding	Fee (\$)	Promotions	Quotation #	Status	Edit	Delete
1	S6083991C	TAN LEE LEE	SINGAPORE CITIZEN	Course Fee, Corporate SME	0.00	-		Not Reserved - Pending Confirmation		

Showing 1 to 1 of 1 entries

Previous 1 Next

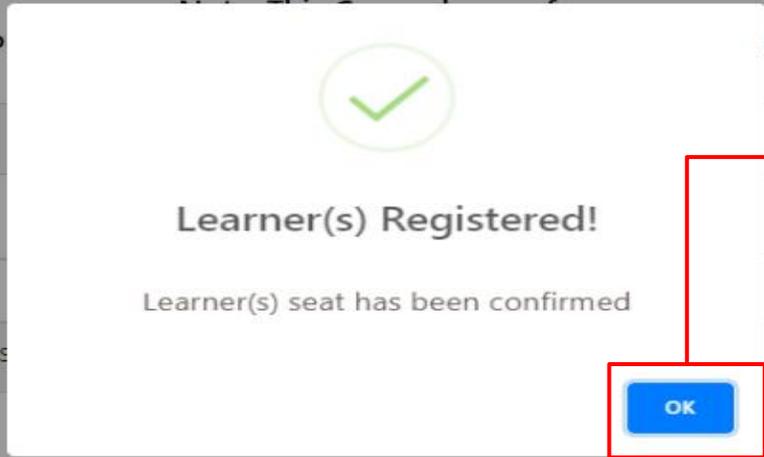
Delete All Learners

Save and Confirm Registration (ETP_02,ETP_44)

This website works best with Chrome and Firefox

18. Click on "Save and Confirm Registration"

Corporate Account Bulk Registration in <IPI eConnect II>



19. Click on "OK"

New Course Registration Confirmation



ASPRI-IPI <no_reply@trainingsystemsg.com>

To Enquiries Aitc



If there are problems with how this message is displayed, click here to view it in a web browser.

23 Aug 2024

Dear Sir/Madam,

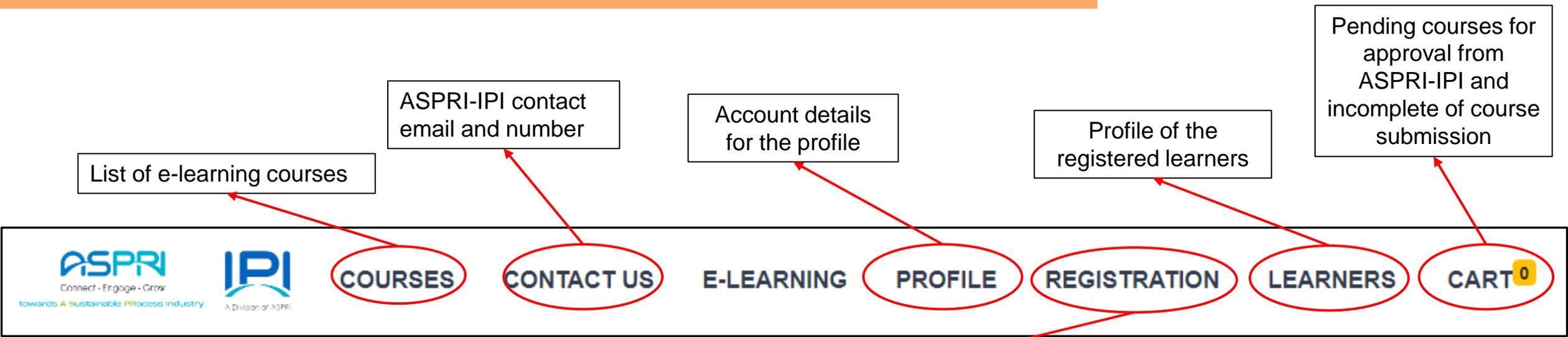
Thank you for registering.

We are glad to inform you that the seat is confirmed. We look forward to seeing you.

Please refer to the detail information below:

20. Notification will sent via email and/or SMS once the learners in registered

Useful Functions for Corporate Account in <IPI eConnect II>



View the list of registered learner by selecting on the type of filter

Registered Learner (Course)

Filter By: Course Start Date Learner Course Name Reg Date

Min. Start Date: 23-08-2024 | Max. Start Date: 06-09-2024

ID No.	Name	Nationality	TGN	Course Name	Course Batch	Course Date/Time	Venue/Room	Course Fee \$ (Incl. GST)	Funding	Nett \$ (Incl. GST)	Course Schedule	Att %	Overall Assmt Result	Overall Result	CoC	CoA	Program Batch ID	St
S6083991C	TAN LEE LEE	SINGAPORE CITIZEN		SJI Safety Induction Course & SPC Safety Induction Training (R&M) -2023	SJISPCRM23	N/A	N/A	0.00	-	0.00			No Attempt or Failed	No Attempt or Failed				Pa

E-certificate will be generated upon passing the test

Frequently Asked Questions (FAQs)

Frequently Asked Questions

- Attempting the e-course / e-assessment

1. Why do I need to provide full NRIC / FIN no, Mobile no, Photo, etc. when registering?

- a. Mandatory information is required to setup individual User profile (Name and NRIC / FIN as per NRIC/WP, Mobile no., Company name and valid photo).
- b. All mandatory information must be accurate and will be reflected in your training records and/or e-certificate.
- c. By submitting the registration form, you have given consent for the collection and use of data for the purpose of training record and issuance of e-certificate.

ASPRI-IPI is SSG / MOM accredited public training provider, the collection of personal data for the purpose of training record and issuance of certificate is in accordance to PDPA 2012, 2nd schedule <Additional base for collection, use and disclosure of Personal data without consent> clause 1-(1)b and (2).

2. My company name is not listed in the company dropdown box?

IPI Econnect II is developed by ASPRI-IPI exclusively for ASPRI member companies. If your company is not under the PCM companies, you are required to seek approval to be included in the pre-approved company list, pls write to enquiries@ipi.org.sg

Frequently Asked Questions

- Attempting the e-course / e-assessment

3. I am registered in the system to my company but I have been sub-contracted to another company for a short project - what do I do?

We advise to get the sub-con registered under the approved company list (if approved by Client). Otherwise the sub-con can tag under the main-con but do note that all e-cert and physical safety pass issued will reflect the main con's company name.

4. Will my account have an expiry or be locked after inactivity for some time?

The access to the specific plant course approved will be block after the expiry (1 or 2 months depending on Client specification), but access to the IPI eConnect platform is still valid for other functions. (i.e., User account still valid but the specific course approved, each has its course access validity period).

5. I am the Company Admin, what can I do using the company login account?

Company admin will log into the same portal with the selection of "Corporate Account Administrator". The admin will have the function to perform bulk registration, payment (for other public courses) and view the employees' training records under the company. <https://ipieconnect.trainingsystems.com/TMS>

Frequently Asked Questions

- Attempting the e-course / e-assessment

6. When reviewing the training material, can I skip or speed up?

- a. No. You must finish the content and attempt the short quizzes (with the correct inputs), before the system allows you to proceed to the next topic. Once you completed reviewing all the training content, you are then allowed to attempt the assessment which will be graded.
- b. In the process, if you log out suddenly or dropped from the e-course due to poor internet connectivity, the system will continue from the topic you last viewed. For quizzes and assessment, you will need to re-attempt. Please ensure stable internet connectivity throughout the whole review.

7. How many times can I attempt the assessment?

- a. For **SHELL Tuas SIC**, you are allowed to attempt twice (2x) before the system logs out automatically and your course attendance is suspended.
- b. Re-attempts is subjected to SHELL HSSE approval, please write to enquiries@ipi.org.sg and provide your Shell sponsor details in your email.

Frequently Asked Questions

– Editing User Profile details

8. I want to change my User Profile (i.e., Name, NRIC /FIN, Company, Photo, Mobile Number, etc.)?

For fields that are editable, go to the “Profile” to edit the information. The system will notify the administrator to verify in the system. For fields that are uneditable, please write to enquiries@ipi.org.sg and provide the updated details with supporting documents in your email.

9. My old mobile number has been given to my friend. Can he change it to his profile?

No. The system tags to the individual’s unique mobile number and will be unable to change to another person profile. Any change in person details will result a change in all the previous training data and e-cert generated, affecting the integrity of the assessment result / e-cert.

10. I have created an account previously in IPI econnect however I am unable to log into IPI econnect II

For first time login to the new IPI econnect II, kindly use last 4 character of NRIC/FIN and 1111 as the default DDMM of date of birth (e.g:123A1111) and mobile number (e.g:98765432). After successful login for the first time, please amend to the correct date of birth and upload profile picture. If you experience any difficulty, please write to enquiries@ipi.org.sg

Frequently Asked Questions

– E-cert

11. Why am I unable to download my E-cert after I have completed the course?

- a. Completed mean you have viewed all course contents and attempted the quizzes and e-assessment. However, you may not have passed the minimum score.
- b. Once you have completed and assessed as competent (passed), an E-cert will be available immediately in **“My Registration”** for download.

12. Can ASPRI-IPI reproduce my E-cert to submit to my company?

No. The E-cert is unique and is only accessible by the individual user and it is recommended to save the screenshot on your device. ASPRI-IPI can only provide the training record.

13. I am registered to Company A and have resigned. Now I join Company B - what do I do? SIC valid or invalid?

You can write in to enquiries@ipi.org.sg to request an update of your User Profile to change to the new company name, provided that the new company is in the approved companies list. Supporting document (i.e., employment letter, Work Permit, or new company letter, etc.) will be required.

E-cert will auto update to the new company name for download once the change in User Profile is successful.

Frequently Asked Questions

– E-cert

14. I am unable to find my past training records and e-cert in IPI eConnect II?

Only training records and e-certs from 17th May 2023 till 30th Aug 2024. You can write in to enquiries@ipi.org.sg to request for older training records that are not in the new system. All older records more than 5 years will not be retained.

15. Can I edit my e-cert?

Forgery of certificates, false entries and false declarations required by, under, or for the purposes of relating to the safety, health and welfare of persons at work in workplaces, may be subjected to offences, penalties and proceedings by WSH Act.

For any enquiries or technical support,
please write to enquiries@ipi.org.sg



SIC e-Assessment @ Tuas

Initial Issue : 6th October 2021

Revision History

1	: 17 November 2021	2	: 30 December 2021
3	: 1 February 2022	4	: 14 April 2022
5	: 07 February 2023	6	: 02 October 2023
7	: 06 September 2024		

SIC e-Assessment @ Tuas

Upon completing the modules in the e-SIC, the trainee will undertake the e-Assessment at Tuas. The final assessment component will have password restrictions. This control is necessary for integrity and assurance purposes.

SIC e-Assessment @ Process 1/3

1. Security Officer will administer the SIC e-Assessment at the Admin Level1 Meeting Room (AMR).
2. AMR will be operational from Monday to Friday from 0930 to 1630. Trainees can walk in anytime between the stipulated timing to attempt their e-Assessment. The last entry for the e-Assessment will be at 1630hrs.
3. Duration of the e-Assessment is estimated at 90mins. Trainee can leave anytime upon completing the e-Assessment regardless of Pass or Fail outcome. If trainees have failed the e-Assessment, they can redo the e-SIC at AMR at their discretion. Otherwise, they can do e-SIC at their convenience and come back another day for the e-Assessment.
4. If a translator is required, the integrity of the e-Assessment is with the sponsor. Sponsors may choose to supervise themselves or get a verbal assurance that the translator does not attempt the e-Assessment on behalf of the trainee.

SIC e-Assessment @ Process 2/3

5. **Sponsor (Shell Staff)** – Send an email to security; the contents should read;

- ❑ Dear Officer, 4pax (Include names) from a company **(XXX)** will be coming to the site for their SIC e-Assessment on **(XXX)**. Tentative time of arrival (XXX). Kindly assist. (Do include translator headcount, if any).
- ❑ Mail must be copied to; Line-manager, HSSE, RE

6. **Security:**

- ❑ Acknowledge the receipt of the request.
- ❑ When trainee arrives issue SIC badge and usher them to Admin Meeting Room (AMR).
- ❑ Not >4pax shall be allowed in a single sitting (room capacity).
- ❑ Maintain a record of trainees attending the e-Assessment.
- ❑ Remind and ensure SMM requirements are complied with. (If applicable)
- ❑ Remind trainees not to talk or share answers while the e-Assessment is ongoing.
- ❑ Ask the trainee to log onto ASPRI IPI e-Connect Portal. Release the password to attempt the e-Assessment.

SIC e-Assessment @ Process 3/3

7. Real Estate:

- ❑ Periodic inspect AMR to ensure the integrity of the e-assessment is not compromised.

8. Trainee:

- ❑ Once the log-on password is released, you may attempt the e-Assessment.
- ❑ Suppose encounter with technical issues, e.g., unable to access the final assessment due to wrong password or the assessment does not load. Trainee can contact ASPRI-IPI Support Team for help/clarification at 6795 5700.
- ❑ Upon successful completion of e-Assessment, trainee can exchange for a contractor badge at the security post. Contact your Shell sponsor for details.
- ❑ Unsuccessful trainees will need to attend the e-Assessment another day. Contact your Shell sponsor for details.

Cost Associated with Shell Tuas SIC – Paid by Shell

1. Cost of e-SIC is **SGD\$10 (excl.GST) per pax**:

- Allows the trainee to attempt the e-SIC + e-Assessment x2 (twice)
 - ✓ First attempt: e-SIC + e-Assessment (If fail proceed with second attempt)
 - ✓ Second attempt: e-SIC + e-Assessment (If fail, proceed with re-registration*)

****Note: If fail twice, trainee will need to re-register, sponsor approval is required. For each failed attempt trainee will have to redo both e-SIC + e-Assessment.***

2. Re-register for e-SIC:

- SGD10 (excl.GST)** is chargeable. Process is similar to Item 1 - up to 2 attempts

3. Validity of e-SIC:

- Will be available for 2 months from the registration date. Once the timeline has lapsed a re-registration is chargeable at **SGD10 (excl.GST)**.
- For enquiries and technical support, contact ASPRI-IPI at enquiries@ipi.org.sg

