



**bilif**



# MANAGING WELLBEING AT THE WORKPLACE

**6 - 7 AUGUST 2024**



**DEADLINE TO REGISTER**  
19 July 2024

# OVERVIEW

In the contemporary workplace, the importance of effectively managing wellbeing has never been more critical. The pervasive nature of stress in today's professional environment presents a significant challenge to both individuals and organisations. With the escalating demands of work, stress has become an ever-present companion, adversely affecting employee health, engagement, and overall productivity.

This programme directly confronts this pressing issue. Over two days, participants will immerse themselves in the understanding of wellbeing, recognising its pivotal role in workplace performance. The programme offers practical tools for stress management, resilience building, and cultivating a healthy work-life balance. Attendees will be empowered to navigate the challenges of today's dynamic work landscape, fostering improved mental and physical health for enhanced professional effectiveness.



# OBJECTIVES

This programme will empower participants to proactively manage their wellbeing in the workplace, promoting a healthy work environment and enhancing overall job satisfaction and productivity.

## WHO IS THIS PROGRAMME FOR?

- Individuals seeking to comprehend and enhance their wellbeing.
- Team members interested in creating a healthier work environment.
- Individuals responsible for creating and maintaining a positive workplace culture.

## METHODOLOGY

- Face-to-face
- Individual activities
- Group exercises



## PROGRAMME DETAILS

DATE	TIME
6 - 7 August 2024	8:00 am - 12:00 pm 1:30 pm - 4:30 pm

\*\*\*Subject to change

Please refer to [www.bilif.com.bn](http://www.bilif.com.bn) for the latest updates\*\*\*

# PROGRAMME OUTLINE

MODULES	DETAILS
<b>Understanding Wellbeing and Creating a Healthy Workplace Culture</b>	<ul style="list-style-type: none"><li>• Programme Introduction</li><li>• Defining Wellbeing in the Workplace</li><li>• The Impact of Wellbeing on Workplace Performance</li><li>• Cultivating a Healthy Workplace Culture</li><li>• Wellbeing Assessment and Goal Setting</li><li>• Designing a Wellbeing Action Plan</li></ul>
<b>Practical Tools for Wellbeing and Sustaining a Healthy Work-Life Balance</b>	<ul style="list-style-type: none"><li>• Building Resilience and Stress Management Techniques</li><li>• Mindfulness and Relaxation Techniques</li><li>• Promoting Physical Wellbeing in the Workplace</li><li>• Work-Life Balance Strategies</li><li>• Interactive Workshop: Creating a Supportive Wellbeing Environment</li></ul>

# PROGRAMME LEADER

## RUSLI BUJANG

Rusli Bujang is the President of Brunei Darussalam Counselling Association (PERKAB) and serving as the founder and owner of EMPOWERIOR® Counselling & Consultancy. With a wealth of experience spanning over 20 years, Rusli has established himself as a behavioural transformation specialist, catalyst conversation, and workplace ecosystem builder. Based in Bandar Seri Begawan, he has worked extensively with esteemed organisations such as the Ministry of Defence, Royal Brunei Armed Forces, Royal Brunei Police Forces, and Ministry of Religious Affairs, catering to clients from various industries including corporate, academic, and government sectors. He adopts a Qalbu-Based Education Approach that is attentive to the heart's wisdom and using it as a compass for living a more authentic and fulfilling life.

With a deep commitment to helping and inspiring others, Rusli combines his extensive civilian and military experience to unlock the greatness within individuals, empowering them to reach their full potential and create a meaningful impact.

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■ 6 - 7 August 2024



To apply for the programme, please email your completed form to askSEED@bilif.com.bn by 19 July 2024.

CATEGORIES	STAKEHOLDERS	NON-STAKEHOLDERS
FEE	<input type="checkbox"/> \$1,100.00	<input type="checkbox"/> \$ 1,500.00

By completing and signing this form, you hereby agree to the terms and conditions below:

Full Name:  IC Number:   
Position:  Department:   
E-mail:  Phone:

Full Name:  IC Number:   
Position:  Department:   
E-mail:  Phone:

Full Name:  IC Number:   
Position:  Department:   
E-mail:  Phone:

## APPROVING OFFICER

Name:  Email:   
Position:  Department:

Please email the invoice to:

\_\_\_\_\_  
Signature and Company's Stamp

## Terms and conditions:

### Cancellation Policy:

- All cancellation must be submitted to BILIF in writing either by letter or email.
- Any cancellation received 30 days or more prior to the training date will incur a cancellation fee of 10% of the programme fee.
- Cancellation received 8 - 14 days to the training date will incur a cancellation fee of 50% of the programme fee.
- Cancellation of registrations received 7 days or less from the date of training or if the delegate fails to attend the training, he/she will be considered as 'no show' and is subjected to 100% of the programme fee.
- BILIF welcomes and accepts replacement of participants up until a day before the training commences.

### Other terms:

- Participants must complete all scheduled sessions and activities for them to receive the certificate of attendance/ completion.
- Payment must be made upon receipt of invoice issued by BILIF.
- BILIF reserves the right to amend, change or cancel the programme at any given time. We will immediately notify participants and organisations if any such changes are to be made.

# ABOUT BRUNEI INSTITUTE OF LEADERSHIP AND ISLAMIC FINANCE

Brunei Institute of Leadership & Islamic Finance (BILIF) was established in 2010 as the Centre of Excellence for the finance industry in Brunei Darussalam, providing high-quality learning solutions, including signature and collaborative events for human capacity development in the areas of Islamic finance and leadership.

Under the purview of Brunei Darussalam Central Bank (BDCB), BILIF plays a fundamental role in Pillar 5 of Brunei Darussalam Financial Sector Blueprint 2016-2025 in raising financial industry standards, especially in the areas of Islamic finance.

All of our programmes are accredited by Brunei Darussalam National Accreditation Council as Value Added Qualifications. Since its inception, BILIF has conducted 809 programmes and 83 events for more than 16,900 participants, including a suite of Virtual Instructor-Led Training (VILT) programmes and online events (as of December 2023).

BILIF has forged strategic partnerships with local and international organisations over the past 10 years which have allowed us to bring professional programmes, expertise and opportunities to shape future leaders, experts and innovators, particularly in the areas of Islamic finance and leadership. Amongst these strategic partners include The London Institute of Banking & Finance (LIBF), United Kingdom; the Accounting and Auditing Organization for Islamic Financial Institutions (AAOIFI) and Bahrain Institute of Banking and Finance (BIBF), Bahrain; Islamic Development Bank Institute (IsDBI), Kingdom of Saudi Arabia, Singapore

Management University (SMU), Singapore and INCEIF University, Malaysia. Locally, BILIF has also partnered with two of the top higher education institutions in Brunei Darussalam; Universiti Brunei Darussalam (UBD) and Universiti Sultan Sharif Ali (UNISSA) in our joint efforts to impart invaluable knowledge and skills for students and professionals in not only finance but also other private and government sectors.

Appointed by BDCB, BILIF is the official licensing examination centre for Financial Planning Practitioners' Programme (FPPP) and the Qualifying Examination for Insurance/Takaful Agents (QEFITA). BILIF is also the official examination centre for all examinations under Chartered Institute for Securities & Investment (CISI), UK; Chartered Bankers Institute (CBI), UK; International Compliance Association (ICA) and AAOIFI. BILIF has also recently been accepted as a Pearson Vue Authorised Test Centre which can house more than hundreds of examinations such as Certificate in Climate Risk, Certified Internal Auditor® (CIA®) and Certified Associate in Project Management (CAPM), amongst others.

BILIF has received multiple accolades including the "Best Emerging Islamic Finance Training Institution – Brunei 2021" from the International Finance Awards 2022; "Best Islamic Finance Education & Training Brunei 2021" from the Global Banking & Finance Awards® and "Global Good Governance (3G) Human Resource Development Award 2022" received at the 7th Annual 3G Awards Ceremony. BILIF was also awarded its third "GIFA Excellence Award (Islamic Finance Training & Education) 2022, which has been previously received in 2019 and 2021.

**83**

Events

**809**

Programmes  
and Examinations

**16,900+**

Participants

# INTERNATIONAL AWARD WINNING INSTITUTE





Discover our upcoming programmes and events

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for any enquiries

[askSEED@bilif.com.bn](mailto:askSEED@bilif.com.bn)

*Alternatively, you can also WhatsApp us at  
+673 8271140 to learn more about our offerings*