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EMPLOYERS CIRCULAR NO. 13/2010

APPROVED E-LEARNING TRAINING PROVIDERS UNDER THE PROLUS SCHEME

1.0 PURPOSE

- 1.1 The purpose of this circular is to inform PSMB registered employers on approved training providers that offer E-learning courses under the PROLUS Scheme.

2.0 BACKGROUND

- 2.1 In support of the Government's efforts to increase the number of skilled workforce, PSMB has embarked on E-learning courses through the Continuous Employment Training Programme initiatives as laid out by the Government in the New Economic Model (NEM) that was announced by the Most Honourable Prime Minister on 30 March 2010.
- 2.2 The advent of technological advancement, particularly in the electronic media and infrastructure, has made E-learning courses widely accepted and accessible. As such, it is felt timely for Malaysian employees to be given the option to enhance their knowledge and skills through the utilisation of modern technology, hence, able to embark on self-development process at their own pace and place.

3.0 APPROVED TRAINING PROVIDERS

3.1 Currently, there are 12 training providers that have been approved to offer the E-learning courses under the PROLUS Scheme, namely:

- 3.1.1 Alpine Reliance (M) Sdn Bhd;
- 3.1.2 Internexia Sdn Bhd;
- 3.1.3 Rezzen (M) Sdn Bhd;
- 3.1.4 Sage Interactive Sdn Bhd;
- 3.1.5 Strategic Alliance Resources;
- 3.1.6 Multiple Technology System Sdn Bhd;
- 3.1.7 IPAQ Education & Training Sdn Bhd;
- 3.1.8 CDC Consulting Sdn Bhd;
- 3.1.9 Nota Asia (M) Sdn Bhd;
- 3.1.10 Promicom Services (M) Sdn Bhd;
- 3.1.11 Felda Prodata Systems Sdn Bhd; and
- 3.1.12 AP Training Sdn Bhd.

3.2 Employers can obtain the full list of E-learning courses by either contacting the approved training providers directly or visit PSMB website: www.hrdf.com.my .

4.0 TYPES OF E-LEARNING PROGRAMMES

4.1 The E-learning courses offered under the PROLUS Scheme comprised of three types:

4.1.1 Full E-learning

- Must be at least 48 contact hours and of the following structure:
 - (a) Self-learning (60%);
 - (b) Interactive learning (30%); and
 - (c) Face-to-face learning (10%)

4.1.2 Blended E-learning

- Include a combination of classroom E-learning through Local Area Network (LAN) and full E-learning through Wide Area Network (WAN).
- For the classroom E-learning, participants will be guided by trainers on how to use computers as a medium of self-learning.

4.1.3 E-learning by Subscription

- Under this mode of E-learning, employers are offered with a wide range of training programmes in various packages, depending on total number of training programmes required.

5.0 APPLICATION AND CLAIM PROCEDURES FOR TRAINING GRANT

- 5.1 Under the PROLUS Scheme, eligible employers are not required to submit application for training grant to PSMB for approval. Employers can enroll themselves directly for the E-learning courses through the respective approved training providers. Claims for reimbursement on training expenses may be submitted upon completion of the programmes as per existing terms and conditions under the PROLUS Scheme.

6.0 CLOSING

- 6.1 Employers are encouraged to participate in the E-learning courses under the PROLUS Scheme as part of their efforts in enhancing and upgrading the knowledge and skills of their employees. By adopting E-learning within the organisation, the benefits of learning will not only go to the employees as now they would be able to enhance their level of competency at the convenience of their own time, but also to the employers as now they would be able to obtain competent workforce with a minimum interruption on the work schedule.

6.2 Please feel free to contact our Customer Service Officers at 03-20964600 should you require further clarification or assistance on this matter.

Thank you.

“PEKERJA TERLATIH MENJANA KECEMERLANGAN”
“PEKERJA BERINOVASI PEMACU TRANSFORMASI”

Yours sincerely,

(AMIRNUDDIN BIN MAZLAN)
Chief Executive
Pembangunan Sumber Manusia Berhad