



**PEMBANGUNAN SUMBER MANUSIA BERHAD**  
Kementerian Sumber Manusia  
(Human Resources Development Berhad)  
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**EMPLOYER CIRCULAR NO. 2/2007**

**TRAINING INCENTIVE SCHEME FOR SMALL ENTERPRISES**

**1. PURPOSE**

- 1.1 The purpose of this Circular is to inform employers that the government has provided RM 3.5 million to enable PSMB to continue the Training Incentive Scheme for small employers registered under the Human Resources Development Fund (HRDF). Only registered employers from the manufacturing and the services sector with 10 - 49 workers and a paid-up capital of less than RM2.5 million are eligible for the training incentive at the rate of RM1.00 for every RM1.00 spent on retraining and skills upgrading of their employees.

**2. OBJECTIVE OF TRAINING INCENTIVE SCHEME**

- 2.1 The objective of the Training Incentive Scheme is to encourage small employers to systematically retrain and upgrade the skills of their employees.

**3. IMPLEMENTATION OF THE TRAINING INCENTIVE SCHEME**

- 3.1 The rate of the training incentive is RM 1.00 for every RM 1.00 levy spent on retraining and skills upgrading by the small employers under all the PSMB's Training Schemes except :-
- a) Purchase of Training Equipment And Setting Up of Training Room Scheme;
  - b) Information Technology And Computer-Aided Training Scheme;
  - c) Computer-Based Training Scheme; and
  - d) Juruplan Scheme.

**4. EFFECTIVE DATE**

- 4.1 The Training Incentive Scheme will take effect for training programmes that commence from 1 June 2007. The eligibility of the incentive will be based on "first come, first served" basis and the scheme will end when the allocation of RM 3.5 million is fully spent.

Thank you.

**"PEKERJA TERLATIH MENJANA KECEMERLANGAN "**  
**"PEKERJA PRODUKTIF NEGARA KOMPETITIF"**

Yours Sincerely,

**(LIM KAH CHENG)**

General Manager  
Small and Medium Enterprises Division  
for Chief Executive  
Pembangunan Sumber Manusia Berhad