

Our Ref. : ()PSMB/20/8 Kulit 7

Date : 28 May 2014

EMPLOYERS CIRCULAR NO. 8/2014

ADJOURNMENT OF THE NEW STRUCTURE OF FINANCIAL ASSISTANCE FOR TRAINING GRANT SCHEMES

1.0 PURPOSE

- 1.1 The purpose of this circular is to inform registered employers of HRDF on the adjournment of the new structure of financial assistance for Training Grant Schemes.

2.0 BACKGROUND

- 2.1 HRDF has introduced various training schemes in order to increase the knowledge and skills of workers. In effort to produce skilled and knowledgeable workers, employers are eligible for financial assistance through HRDF to train and re-train their workers.
- 2.2 Under Employers Circular No. 2/2014, HRDF has introduced a new structure of financial assistance for Training Grant Schemes. The new structure includes the percentage of levy eligible which is 60% or 40%, based on employers' types of training programme. In addition, employers are also required to submit training grant application to HRDF at least 14 days before the training date.

3.0 ADJOURNMENT OF THE NEW STRUCTURE OF FINANCIAL ASSISTANCE FOR TRAINING GRANT

3.1 After receiving feedback from the employers, HRDF has agreed to postpone the implementation of the new structure of financial assistance for Training Grant Schemes which is scheduled to be effective on 1 June 2014 to 1 January 2015.

3.2 The new requirement to submit training grant application at least 14 days prior to the commencement of training is also cancelled. Employers must submit training grant application at least one(1) day before training begins.

4.0 EFFECTIVE DATE

4.1 The effective date of this circular is 1 June 2014.

5.0 CONCLUSION

5.1 Kindly contact our HRDF Contact Centre at 1-800-88-4800 or HRDF's branch offices should further clarification or assistance required.

Thank you.

“HRDF – SHAPING PEOPLE”
“Pekerja Berinovasi Pemacu Transformasi”

Yours sincerely,

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(DATO' HJ. OMAR BIN HJ. AWANG)
Chief Executive
Pembangunan Sumber Manusia Berhad