



**PEMBANGUNAN SUMBER MANUSIA
BERHAD**

**Kementerian Sumber Manusia
(Human Resources Development
Berhad)**

**WISMA PSMB, JALAN BERINGIN
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16th April 2007

**TRAINING PROVIDER CIRCULAR NO. 2/2007
TRAINING PROVIDER INFORMATION SYSTEM (TPIS)**

1. PURPOSE

- 1.1 The purpose of this circular is to inform all registered training providers on the implementation of the Training Provider Information System (TPIS).

2. BACKGROUND

- 2.1 To further enhance its delivery system, PSMB will implement The Training Provider Information System (TPIS). All transactions between PSMB and registered training providers will henceforth be on online basis.
- 2.2 PSMB has also conducted nine (9) briefing sessions throughout Malaysia to create awareness among registered training providers as well as to familiarise themselves with the system. During the briefing sessions, opinions and suggestions were taken into consideration to further improve the system.

3. TRAINING PROVIDER INFORMATION SYSTEM (TPIS)

- 3.1 The online services provided under TPIS are as follows;

- 3.1.1 For programmes that are already registered under the PROLUS Scheme, there will be no charges for the following: -

- a. Conversion of the same programme to be under the SBL-Khas Scheme;
- b. Renewal of the above programme to be under the SBL-Khas Scheme; and

c. Renewal of the above programme to be under the Perla Scheme.

3.1.2 Chargeable Services are as follows :-

- a) Renewals of Certificates of Training Providers' Registration;
- b) Renewals of Branches of Training Providers;
- c) Renewals of Training Programmes Under The PROLUS Scheme;
- d) Renewals of Training Programmes Under The SBL-Khas Scheme;
- e) Registrations of New Training Programmes Under The PROLUS Scheme;
- f) Registrations of New Training Programmes under The SBL-Khas Scheme;
- g) Registrations of New Training Programmes Under The E-Learning Scheme;
- h) Registrations of New Branches of Training Providers;
- i) Change of Class of Training Provider's Registration;
- j) Change of Company's Name of Training Provider;
- k) Change of Company Address of Training Provider; and
- l) Change of Address of Branch of Training Provider.

4. METHODS OF PAYMENT

4.1 Payment can be made through either of the following methods :

- a) At the Public Bank; and
- b) Internet Banking through Inter Bank Giro (IBG) facility.

4.2 In order to perform online transactions, all training providers are required to access PSMB's website at www.hrdnet.com.my under the item 'Training Provider Information System (TPIS)'.

4.3 Enclosed herewith is the Password for your access to the system. Please keep it confidential.

5. CONCLUSION

5.1 It is hoped that TPIS will assist training providers in performing e-transactions with PSMB registered employers effectively.

5.2 If further assistance is required, please do not hesitate to contact any of the following personnel;

a) Encik Mohamad Fahame bin Mohd Idris
Registration / Renewal of Training Programme Under the PROLUS/SBL-Khas Scheme
Tel. No: 03-2096 4831

b) Encik Mohamed Ramdan bin Mohamed Yusof
Application / Renewal of Certificate of Registration by Training Provider
Tel. No: 03-2096 4829

c) Puan Mariyah Bt. Mustapha / Puan Zarina bt. Mohamed
Application & Renewal of Certificate of Registration by training provider /
Training Programme Under the PROLUS Scheme
Tel. No: 03-2096 4830

d) Puan Sofiah bt. Mohd Hoziri
Registration / Renewal of Training Programme Under the SBL-Khas Scheme
Tel. No: 03-2096 4833

e) Puan Siti Rogayah bt. Hamzah
IT Division
Tel. No: 03-2096 4813

5.3 This Circular No. 2/2007 will **take effect from 3 rd May 2007**.

Thank you.

“PEKERJA TERLATIH MENJANA KECEMERLANGAN”
“PEKERJA PRODUKTIF NEGARA KOMPETITIF”

Yours sincerely,

(SHAHNIL BIN HASSAN)
General Manager
Training Resources Development Division
For Chief Executive
Pembangunan Sumber Manusia Berhad