



Our Ref: (35) PSMB/1/14/13 Cover 2

Date : 12 June 2018

EMPLOYERS' CIRCULAR NO. 3/2018
SUSPENSION ON THE IMPLEMENTATION OF SEVERAL
STRATEGIC INITIATIVES UNDER THE 30 PER CENT CONSOLIDATED FUND
BY THE HUMAN RESOURCES DEVELOPMENT FUND (HRDF)

1.0 PURPOSE

- a. The purpose of this circular is to inform employers on the suspension of the implementation of several Strategic Initiatives under the 30 per cent consolidated Human Resources Development Fund (HRDF).

2.0 BACKGROUND

2.1 The strategic initiatives under the HRDF 30 per cent consolidated fund was launched on 19 May 2016, Reference: Employer Circular No. 2/2016.

2.2 Below are the lists of approved programmes under the Strategic Initiatives:

2.2.1 *HRDF Outplacement Centre*

2.2.2 *Train & Replace*

2.2.3 *Graduate Enhancement Programme for Employability (GENERATE)*

2.2.4 *Industrial Based Certification Programme (INBASE)*

2.2.5 *Rural Accelerated Industrial Skill for Employment (RAISE)*



CERTIFIED TO ISO 9001 : 2008
CERT. NO. : AR 1483



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- 2.2.6 *Small and Medium Enterprises (SMEs) Up-Skilling & Re-skilling Programme*
- 2.2.7 *Recognition of Prior Experiential Learning (RPEL)*
- 2.2.8 *SBL-Khas Incentive to Support Large Employers with Insufficient Levy Balance*

3.0 IMPLEMENTATION MECHANISM

- 3.1 The implementation of the Strategic Initiatives under the HRDF 30 per cent consolidated fund are as follows:
 - 3.1.1 Training programmes that have been approved through the online system can be conducted based on agreed terms and conditions.
 - 3.1.2 Training programmes that have been submitted to HRDF and yet to get the approval will be suspended until further notice.
 - 3.1.3 Proposals that have been submitted and still in evaluation process will be suspended until further notice.
 - 3.1.4 Claims for on-going and completed training programmes can be made upon completion of the training programmes subject to the current terms and conditions.
 - 3.1.5 However, SBL-Khas Incentive to Support Large Employers with Insufficient Levy Balance initiative will be continued based on the terms and condition as stated in Employer Circular No.1/2018.

3.1.6 Deduction of 30 per cent levy from HRDF registered employers will still be continued.

4.0 IMPLEMENTATION DATE

4.1 This circular is **effective immediately**.

5.0 CLOSING

5.1 Should you require further clarification or assistance with regards to this circular, kindly contact our Call Centre at **1800 88 4800** or email support@hrdf.com.my.

Thank you,

PEOPLE, PROWESS, PROGRESS

PEKERJA BERKEMAHIRAN PENERAJU KECEMERLANGAN NEGARA

Yours sincerely,



**DATO' CM VIGNAESVARAN A/L JEYANDRAN
CHIEF EXECUTIVE
PEMBANGUNAN SUMBER MANUSIA BERHAD**