



Our ref: (6) PSMB/25/7/6 Cover 7
Date : 13 November 2018

EMPLOYERS' CIRCULAR NO. 8/2018

REPEAL OF TRAINING NEEDS ANALYSIS (TNA) CONSULTANCY SCHEME FOR SMALL AND MEDIUM ENTERPRISES (SMEs)

1.0 PURPOSE

- 1.1 The purpose of this Circular is to inform employers on the repeal of the Training Needs Analysis (TNA) Consultancy Scheme for SMEs with immediate effect.

2.0 BACKGROUND

- 2.1 The TNA Consultancy Scheme for SMEs started in May 2008. The Scheme's main objective is to fully subsidise and assist SMEs in preparing its Annual Training Plan (ATP) on a systematic basis and on a needs basis. It is also to build the capability of its training personnel in conducting the TNA in the following years by appointing a TNA consultant to perform the analysis and transfer the knowledge/skills to the employer.

3.0 REPEAL OF THE TNA CONSULTANCY SCHEME FOR SMEs

- 3.1 As the SME TNA Consultancy Fund has been fully utilised, the consultancy services will be discontinued and the scheme will be repealed.
- 3.2 In view of this, PSMB will stop receiving and processing any new applications from both the TNA consultants and employers.

4.0 CLOSING

- 4.1 This Circular will take effect immediately.

PEKERJA BERKEMAHIRAN, PENERAJU KECEMERLANGAN NEGARA



4.2 Kindly contact our Call Centre at 1 800 88 4800 or email to nhrcconsultancygroup@hrdf.com.my if you need further clarification or assistance with regards to this circular.

Thank you.

**PEOPLE, PROWESS, PROGRESS
SAYANGI MALAYSIAKU**

With Regards,



**ELANJELIAN VENUGOPAL
CHIEF EXECUTIVE
PEMBANGUNAN SUMBER MANUSIA BERHAD**

PEKERJA BERKEMAHIRAN, PENERAJU KECEMERLANGAN NEGARA