

# HRDF QUICK BITE REPORT – DECEMBER 2019

## HRDF TRAINING SCENARIO FOR NOVEMBER 2019

Overall as of  
November  
2019

**29,336**  
Registered  
Employers

Jan-Nov  
2018

**3,912**  
Newly  
Registered\*\*  
Employers

-4.3%

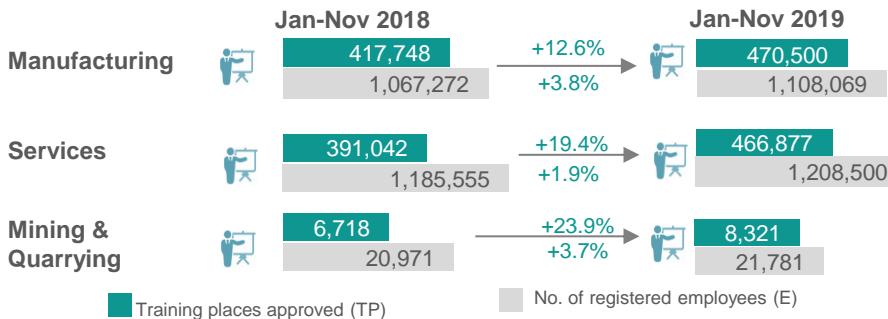
Jan-Nov  
2019

**3,742**  
Newly  
Registered\*\*  
Employers

### Growth of HRDF Registered Employers

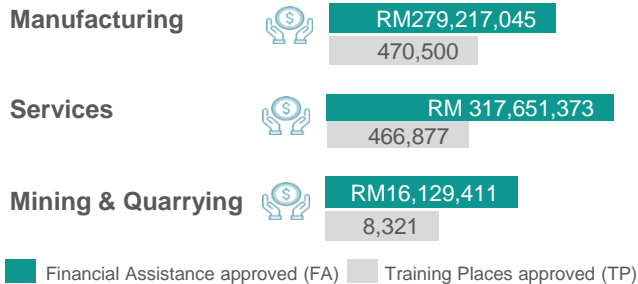
There are 29,336 employers registered with HRDF, which covers a total of 2,418,350 employees under the PSMB Act 2001. Compared to the previous year, the number of employers registered with HRDF has decreased by 4.3% from 3,912 employers in January to November 2018 to 3,742 employers for the same period of the year. The number of newly registered employers with HRDF has increased by 16.9% in the Services sector while Manufacturing and Mining and Quarrying subsectors have decreased by 29.2% and 43.4% respectively.

Training Places / No. of Employees was only at 39.8% as of November 2019  
(2018) E: 2,273,798 | TP: 815,508 (2019) E: 2,418,350 | TP: 945,698

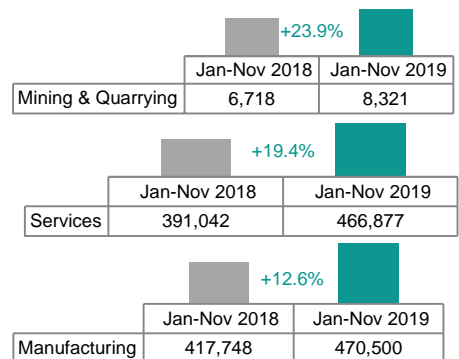


Manufacturing sector has the highest number of trained employees in November at 42.5%, followed by Services at 38.6% and Mining and Quarrying sector at 38.2%. Overall, the available training opportunity only stands at 39.8% for the total number of employees as of November 2019. Despite of an increasing number of training places approved in the previous year of the same month, the number of trained employees still remain low.

Trainings by Main Sectors in Jan - Nov 2019  
FA: RM413,933,661 | TP: 945,698



Mining and Quarrying has the highest growth in terms of training places



### Four (4) most active\* sub-sectors in Nov2019

- Petroleum Refineries  
1,314 training places (0.104)\*
- Private Institution of Higher Learning  
4,308 training places (0.094)\*
- Manufacturer of Pottery, China and Earthenware  
113 training places (0.085)\*
- Telecommunication  
3,886 training places (0.085)\*

\*Active/least active is defined by the total number of training places / no. of employees

### Four (4) least active\* sub-sectors in Nov 2019

- Veterinary Services  
0 training places (0.000)\*
- Gas, Steam and Air-Conditioning Supply  
44 training places (0.009)\*
- Driving School  
37 training places (0.010)\*
- Sewerage  
37 training places (0.010)\*

### Top-ranked sub-sectors with higher average course fee\* (per pax/day)

- Petroleum & Gas Extraction (RM1,216)
- Advertising (RM1,151)
- Petroleum Refineries (RM973)
- Sewerage (RM929)
- Computer Industry (RM864)

\*The training cost was calculated based on cost fees per pax and per day for Public type of training which does not take into account the complexity of the programme.

### Average Financial Assistance (FA) / Training Places (TP)\*(RM)

	Public	In-House
Manufacturing	1,786	404
Services	1,660	489
Mining & Quarrying	3,972	849

\*The training cost was calculated for related schemes based on financial assistance/training places and not based on the duration or complexity of the programme.



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## TOP LISTING RELEVANT JOB-BASED TRAINING PROGRAMMES FOR NOVEMBER 2019 BY SUB-SECTORS

### A) MANUFACTURING SECTOR

- 1) FOOD MANUFACTURING & BEVERAGE INDUSTRIES**
  - Food Handler Training
  - ISO 22000:2018 Food Safety Management System Internal Auditor Training Course
  - Halal Awareness Training
- 2) IRON AND STEEL BASED INDUSTRIES**
  - Overhead Crane Safety
  - Hearing Conservation Training
  - Basic Security Operations (Operasi Asas Keselamatan)
- 3) MANUFACTURER OF FURNITURE AND FIXTURES EXCEPT PRIMARILY OF METAL**
  - Forklift Operator And Safety Training
  - Latihan Khas Keselamatan Kebakaran Kilang
  - Principles of Industrial Safety Management Training
- 4) MANUFACTURER OF ELECTRICAL MACHINERY, APPARATUS APPLIANCES AND SUPPLIES**
  - Occupational Health And Safety Risk Assessment
  - Understanding And Troubleshooting of Air Conditioning System In Kesm Plant 1, 2 And 3
  - Statistical Process Control (SPC)
- 5) MANUFACTURER OF FOOTWEAR, EXCEPT VULCANISED OR MOULDED RUBBER OR PLASTICS FOOTWEAR**
  -
- 6) MANUFACTURER OF GLASS AND GLASS PRODUCTS**
  - Toyota Production System
  - Industrial Chemical Handling And Spillage Control
  - FMM Certificate in Boilerman
- 7) MANUFACTURER OF INDUSTRIAL CHEMICALS & OTHER CHEMICAL PRODUCTS**
  - Respiratory Protection Program
  - Chemical Spillage, Storage & Handling
  - Total Productive Maintenance (TPM) : Key to Production Effectiveness
- 8) MANUFACTURER OF LEATHER & PRODUCTS OF LEATHER, LEATHER SUBSTITUTES & FUR, EXCEPT FOOTWEAR & WEARING APPAREL**
  - Industrial Training as Designer Intern
  - PLC Siemens S7 Basic
- 9) MANUFACTURER OF MACHINERY EXCEPT ELECTRICAL**
  - Overhead Gantry Crane & Hoist Safety Training
  - Comprehensive Overhead Crane Safety Operations Training
- 10) MANUFACTURER OF MISCELLANEOUS PRODUCTS OF PETROLEUM & COAL**
  - Crane Lifting Supervisor Training
  - Kursus Pengurusan Teknikal Kontraktor Bidang Kepakaran (Kejaja Jalan)
  - Understanding Measurement/Uncertainties & Calibration Of Temperature Gauge
- 11) MANUFACTURER OF NON-METALLIC MINERAL PRODUCTS**
  - Forklift Safety
  - "Awareness program on schedule waste management and bag filter monitoring in plant"
  - Commuting Safety Support Program (CSSP) - Fasa II
- 12) MANUFACTURER OF PAPER AND PAPER PRODUCTS**
  - Forestry Stewardship Council (Fsc) Chain Of Custody Certification Training
  - Mobil Crane Inspection Training
  - Chemical Handling, Storage and Safe Lifting
- 13) MANUFACTURER OF PLASTIC PRODUCTS**
  - Industrial Automation KJP 7: PLC Programming
  - Hot Work & Working At Height Safety Training
- 14) MANUFACTURER OF POTTERY, CHINA AND EARTHENWARE**
  - Advance Quality Assurance & Quality Control Inspector
- 15) MANUFACTURER OF PROFESSIONAL AND SCIENTIFIC & MEASURING AND CONTROLLING EQUIPMENT N.E.C. AND OF PHOTOGRAPHIC AND OPTICAL GOODS & OTHERS MANUFACTURING IND.**
  - Practical Design Of Experiment (DOE) With Minitab
  - Production Simulation
  - Surface of Engineering Materials: Application, Issue, and Solution
- 16) MANUFACTURER OF RUBBER PRODUCTS**
  - Core Process Mapping Workshop
  - Safe Handling of Battery Operated Forklift Truck
  - Forklift Operation Safety Training
- 17) MANUFACTURER OF TEXTILES & WEARING APPAREL, EXCEPT FOOTWEAR**
  - Design of Quality & Reliability
  - 2 Days Program On Forklift Safety
  - Chemical Spillage Control & Handling Training
- 18) MANUFACTURER OF TRANSPORT EQUIPMENT**
  - New Product Development System (NPDS)
  - Authorised Entrant Standby Person For Confined Space (AESp)
  - Effective Store & Warehouse Management
- 19) MANUFACTURER OF WOOD & WOOD PRODUCTS AND CORK, EXCEPT FURNITURE**
  - Safe Operation Of Forklift
  - Safety In Handling Forklift Trucks
  - Safe Forklift Handling
- 20) NON-FERROUS METAL BASIS INDUSTRIES & FABRICATED METAL**
  - Effective Safety & Health Committees Training
  - Production Part Approval Process
- 21) PETROLEUM REFINERIES**
  - Certified Equipment for Hazardous Area
  - Incident Investigation Training + Synergi System Management Training
- 22) PRINTING, PUBLISHING AND ALLIED INDUSTRIES**
  - Advanced Product Quality Planning (APQP) & Production Part Approval Process (PPAP)
- 23) TOBACCO MANUFACTURER**
  - Effective Safe Forklift and Reach-Truck Driving Training

### B) SERVICES SECTOR

- 1) ADVERTISING**
  - Adobe After Effect Essentials
  - Ogilvy Hot House Light 2019
  - Kancil Festival 2019
- 2) AIR TRANSPORT**
  - EET & Door Drill
  - Fire / Wet Drill
  - Cabin Crew (SEP) Recurrent Drill Year Type C
- 3) BONDED WAREHOUSE**
  - Integrated Management System Awareness Training
  - Defensive Driving For Heavy Vehicles - Prome Mover, Crane & Forklift
  - Forklift Safety Handling
- 4) BUILDING AND LANDSCAPE SERVICES**
  - Frontline Supervisory Development Programme
  - In-House Good Manufacturing Practice Training (Batch 1) 2019
  - Seminar Pematuhan Peraturan-Peraturan Kualiti Alam Sekeliling (Buangan Terjual) 2005
- 5) COMPUTER INDUSTRY**
  - Microsoft Office Excel Data Analysis And Interactive Dashboard Reporting In Excel
  - Cyber Safe Training: You are no exception to cyber dangers (9-2019)
  - Agile Project Management
- 6) DIRECT SELLING**
  - Branch Manager Training, Notheast Region
  - Regional Managers Training
  - Excellent Customer Service
- 7) DRIVING SCHOOL**
  - Kursus Peningkatan Kemahiran Pengajar SPIM
  - Kursus Pensijilan Pengajar Institut Memandu (SPIM) Kelas B2
  - Kursus Pensijilan Pengajar Institut Memandu (SPIM) Kelas D
- 8) EARLY CHILDHOOD EDUCATION**
  - Managing Stress & Conflict at Work Ensuring Positive Mental Health
  - Kursus Asas Permata (KAP)
  - In House Syllabus & Lesson Plan Training
- 9) ENGINEERING SUPPORT & MAINTENANCE**
  - Exi-1 Microsoft Excel – Intermediate
  - Basic Scaffolding Competency Course
  - Fire Watcher Safety Course
- 10) EVENT MANAGEMENT SERVICES**
  - Dutch Lady Power-up Product Advisor
  - Microsoft Excel 2016 (Foundation)
  - Strategic Approach To Selling Conference Tickets
- 11) FOOD AND BEVERAGE SERVICES**
  - Food Handler Training
  - Shift Manager Program
  - Crew Leader Advancement Program (CLAP)
- 12) FRANCHISE**
  - Food Handling Class (MOH)
  - Frontline Customer Services
  - Customs Procedure For Bonded Warehouse Training
- 13) FREIGHT FORWARDER**
  - How to use "Snaptruck" mobile phone application?
  - Safety Awareness Program - Southern Haulage
  - Cybersecurity: "Cybersafe" Program
- 14) GAS, STEAM & AIR-CONDITIONING SUPPLY**
  - Accident Investigation & Reporting Technique
  - Pump And Cooling Tower
  - Authorised Entrant And Standby Person For Confined Space Refresher
- 15) HEALTH SUPPORT SERVICES**
  - BASIC CPR & AED TRAINING (Basic Life Support)
  - 7th Annual Meeting of the ASEAN Society for Sports Medicine and Arthroscopy (ASSA)
  - Regenerative Medicine Symposium
- 16) HOTEL INDUSTRY**
  - HACCP Awareness Training
  - Food Handler Training Course (Accredited by Ministry of Health Malaysia)
  - AmanSari Hospitality Ethics
- 17) HYPERMARKET/SUPERMARKET/DEPARTMENTAL STORE**
  - Branch Operation Training
  - Cashier Operation & Customer Service
  - Food Handler Training
- 18) INFORMATION SERVICE**
  - Performance and Development Progress Conversations Workshop
  - EQ-Based Interviewing Techniques Workshop
  - Interpersonal Skills and Emotional Intelligence (EQ)
- 19) LAND TRANSPORT**
  - Refresher Pemantauan Berhemah Program
  - English For frontliner Polis Bantuan
  - Bus Product Knowledge & Ticketing Machine
- 20) PORT SERVICES**
  - Quay Cranes Spreader Cable Reel System And Service
  - Hoist Trolley Boom Brakes
  - Safe Working at Height
- 21) POSTAL**
  - Kursus "New Core - Track & Trace (SMET 1)"
  - Meningkatkan Skil Kemahiran Staf Dalam Melanggan Pelanggan
- 22) POWER (ENERGY)**
  - Working At Height Awareness Training
  - Refresher Course For Chargeman L1
  - CHARGEMAN H2 OVERHEAD LINES COURSE
- 23) PRIVATE BROADCASTING SERVICES**
  - C&P System Behavior and First Line Recovery Training
  - Playout Snell Operations Training
  - PR ASIA 2019
- 24) PRIVATE HOSPITAL**
  - Its All About Customers
  - Basic Life Support
  - THERAPEUTIC COMMUNICATION SKILLS
- 25) PRIVATE INSTITUTION OF HIGHER LEARNING**
  - Certificate of Teaching Skills
  - PowerPoint Presentation An Art of Visual Communication
  - Pedagogy in Higher Education
- 26) PRODUCTION OF MOTION PICTURE, VIDEO & TELEVISION PROGRAMME, SOUND RECORDING & MUSIC PUBLISHING**
  - Customer Service 2.0
  - Digital Rights Seminar
  - GSC Customer Service Training - AURUM service
- 27) RESEARCH & DEVELOPMENT**
  - Introduction and background of MPI Thermal Air TA 5000
  - Effective Communication & Listening Skills Towards Providing Excellent Customer Service
  - Good Distribution Practice
- 28) SALE & REPAIR OF MOTOR VEHICLES**
  - New Corolla FMC Product Training
  - Mazda Berjaya Somp Insurance Level 1
  - Service From The Heart
- 29) SECURITY FIRMS**
  - Certified Security Guards
  - Basic Firearms Training
  - ATM Assessment Center
- 30) SEWERAGE**
  - Trenchless Technology In Sewer Maintenance
- 31) SHIPPING**
  - CMA CGM Customer Service & Booking Activities
  - Fundamentals Of Shipping - The Bill Of Lading
- 32) TELECOMMUNICATION**
  - TMLex\_Everyone Can Sell (Sales On-Boarding Program)
  - UM - Symposium On Industrial Relations: Challenges In Managing Employees In The Digital Era
  - Digital E-Learning Training Program
- 33) TRAINING PROVIDER**
  - Document Review Workshop for PPKS Sarawak Skills-i-CATS
  - Adapting To New Corporate Ecosystem
  - English For Communication
- 34) TRAVEL AGENCY – INBOUND**
  - Leading At Work Module
  - Defensive Driving Awareness
  - Enhancing Profitability through Sustainable Growth and Practices in Travel and Tourism : Embracing the Global Sustainable Standards
- 35) TRAVEL AGENCY – OUTBOUND**
  - Customer Service & Client Handling Services
  - Google Office Suite & Drive Training
  - Service Excellence in Transport
- 36) WASTE MANAGEMENT AND MATERIAL RECOVERY SERVICES**
  - Understanding Safety Data Sheet (SDS) for Chemical
  - Media Communication During Crisis
  - Industrial Chemical Handling, Storage and Disposal
- 37) WATER TREATMENT AND SUPPLY**
  - Total Quality Management (TQM) For Achieving Organizational Excellence
  - CHEMICAL SAFETY TRAINING
  - Kursus Pemeriksaan Dan Pemantauan Pengurusan Fasiliti Bangunan

### C) MINING & QUARRYING SECTOR

- 1) MINERAL & STONE QUARRY**
  - Basic Rigging & Slings / Banksman
  - Gas Turbine Failure Analysis
  - Mengendali Jentera Shovel Di Kuari
- 2) PETROLEUM & GAS EXTRACTION**
  - ExxonMobil Fundamentals of Safety (EMFOS)
  - SKG16.1: Gas Lift Optimisation
  - E&P NET UPGRADING: Produced Water Treatment System on the Platform