

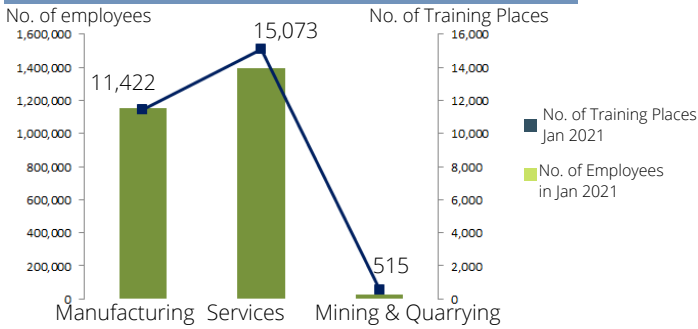
HRDF Quick Bite February 2021

An overview of HRDF's monthly training scenario with analysis of several key parameters to determine the highlights and areas of focus moving forward.



Training Places by Number of employees

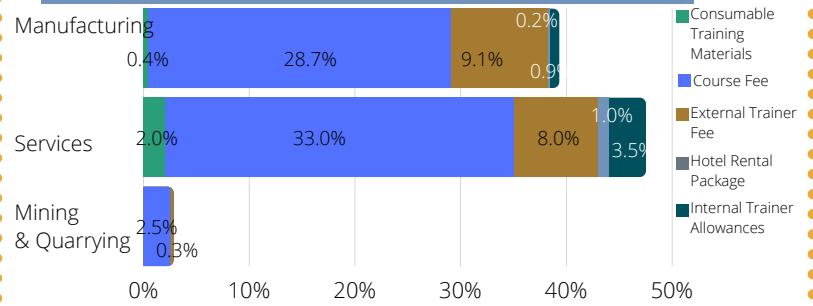
Total Training Places: 27,010



In January 2021, the Mining & Quarrying sector was the most active in training (2.2%) percentage-wise when comparing the number of training places against the number of employees, followed by Services (1.1%) and Manufacturing (1.0%) Sectors.

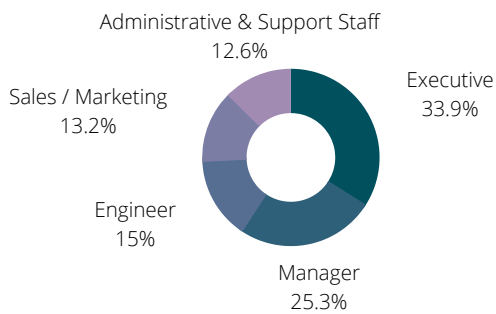
Financial Assistance approved in January 2021

Total Financial Assistance: RM17,400,312



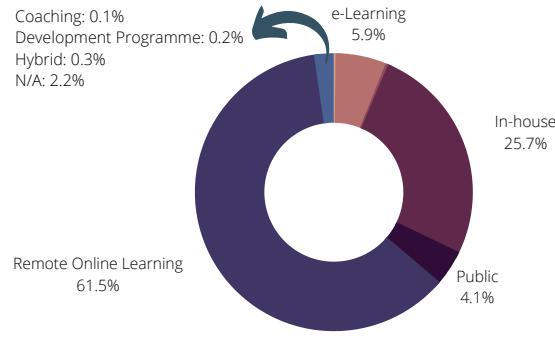
For training investment, the Services sector is leading as the highest investors in training due to high number in approved training places of which 33% of them were disbursed for course fee.

Top 5 Most Active Trainee Groups by designation



Most of the companies sent their skilled employees (74.2%) to attend training in January 2021.

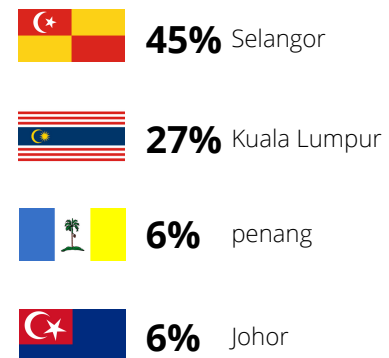
Training Places by Mode of Training



As a result of COVID-19 pandemic and the need for social distancing, the online training has become a new alternative platform for training. HRDF statistics prove that 67.4% of trainings were conducted through online in January 2021.

Growth of HRDF Registered Training Providers

There are 6,510 active Training Providers registered with HRDF as of January 2021 which mostly located in:



Top-ranked sub-sectors with High Average Course Fee (Per pax/day)

1	Manufacturer of Miscellaneous Products of Petroleum & Coal	RM2,777
2	Tobacco Manufacturers	RM1,300
3	Manufacturer of Wood & Wood Products	RM890
4	Manufacturer of Glass & Glass Products	RM550
5	Information Services	RM516

*The training cost was calculated based on cost fee per pax per day for public & e-learning type of training.

Average Financial Assistance (RM) per Training According to Training Type

	Public	In-House
Manufacturing	2,305	499
Services	1,552	653
Mining & Quarrying	2,820	1,135

*The training cost was calculated for related schemes based on financial assistance / training places and not the duration of the programmes

Four (4) Most Active* sub-sectors

- 1 Franchise
- 2 Manufacturer of Leather & Products of Leather, Leather Substitutes & Fur, except Footwear & Wearing Apparel
- 3 Petroleum & Gas Extraction
- 4 Telecommunication

- 4 Manufacturer of Pottery, China & Earthenware
- 3 Private Broadcasting Services
- 2 Sewerage
- 1 Veterinary Services

Four (4) Least Active* sub-sectors

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

TOP LISTING RELEVANT JOB-BASED TRAINING PROGRAMMES FOR JANUARY 2021 BY SUB-SECTORS

A) MANUFACTURING SECTOR

1. **FOOD MANUFACTURING & BEVERAGE INDUSTRIES**
 - o Food Handling Course
 - o Food Safety Management System for Food Manufacturing
 - o Color Accounting Virtual Training
2. **IRON AND STEEL BASIC INDUSTRIES**
 - o Forklift Training
 - o Competency Based Training on Safe Operations of Overhead Cranes
 - o Radiation Protection course for Officer
3. **MANUFACTURER OF FURNITURE AND FIXTURES EXCEPT PRIMARILY OF METAL**
 - o Chemical Management
 - o Basic Lean Production System Training
 - o How To Make Your Business Auto-Pilot Course
4. **MANUFACTURER OF ELECTRICAL MACHINERY, APPARATUS APPLIANCES AND SUPPLIES**
 - o Applied NLP at Work
 - o Introduction to Root Cause Analysis
 - o Certified Quality Engineering (CQE)
5. **MANUFACTURER OF FOOTWEAR**
 - o Handling Database & Data Integrity with Text & Subtotal Functions
 - o Anti-Bribery and Corruption Management System
6. **MANUFACTURER OF GLASS AND GLASS PRODUCTS**
 - o ISO 9001:2015 Quality Management System (QMS)
 - o Empowering Forklift Operator with Behaviour based Safety
7. **MANUFACTURER OF INDUSTRIAL CHEMICALS & OTHER CHEMICAL PRODUCTS**
 - o Good Manufacturing Practice (GMP)
 - o Integrated Management System Internal Auditor
 - o Lean Six Sigma Yellow Belt
8. **MANUFACTURER OF LEATHER & PRODUCTS OF LEATHER, LEATHER SUBSTITUTES & FUR, EXCEPT FOOTWEAR & WEARING APPAREL**
 - o Six Sigma Green Belt Certification
 - o Introduction to Conversion Optimisation Planning
9. **MANUFACTURER OF MACHINERY EXCEPT ELECTRICAL**
 - o Measurement System Analysis
 - o The APQP & PPAP Linkage & Application Training
 - o SolidWorks Advanced Training - Sheet Metal
10. **MANUFACTURER OF MISCELLANEOUS PRODUCTS OF PETROLEUM & COAL**
 - o Understanding of Ship / Shore Safety Checklist for Terminal Operators
 - o VIMIGO Implementation Training
11. **MANUFACTURER OF NON-METALLIC MINERAL PRODUCTS**
 - o Integrated Management System
 - o Chemical Safety & Spillage Handling
 - o Cement Quality Control
12. **MANUFACTURER OF PAPER AND PAPER PRODUCTS**
 - o Shipping Documentation, Procedures, INCOTERMS 2020
 - o Product Design and Development Training Course
13. **MANUFACTURER OF PLASTICS PRODUCTS**
 - o Chemical Management & Spill Control Training
 - o Managing Inventory with Practical Pull System
 - o Costing System Training
14. **MANUFACTURER OF PROFESSIONAL AND SCIENTIFIC & MEASURING AND CONTROLLING EQUIPMENT N.E.C. AND OF PHOTOGRAPHIC AND OPTICAL GOODS & OTHERS MANUFACTURING IND.**
 - o Advanced Product Quality Planning
 - o The Lean Six Sigma Green Belt-Improve Phase
 - o Data Science with Python
15. **MANUFACTURER OF RUBBER PRODUCTS**
 - o Total Preventive Maintenance (TPM)
 - o ISO 50001: Energy Management System (EnMS)
 - o Variability Reduction & Control Mind Set
16. **MANUFACTURER OF TEXTILES & WEARING APPAREL, EXCEPT FOOTWEAR**
 - o Schedule Waste Training
 - o Licensed Practitioner of NLP
17. **MANUFACTURER OF TRANSPORT EQUIPMENT**
 - o Production Part Approval Process (PPAP)
 - o New AIAG & VDA FMEA
18. **MANUFACTURER OF WOOD & WOOD PRODUCTS AND CORK, EXCEPT FURNITURE**
 - o Inspection Sawn Timber
 - o Job Scope of Veneer Department
19. **NON-FERROUS METAL BASIS INDUSTRIES & FABRICATED METAL**
 - o Microsoft Excel for Executive
 - o Online Manufacturing Training Workflow in Monitor G5
20. **PETROLEUM REFINERIES**
 - o Shift Learning Event
 - o Crisis Management and Communication
21. **PRINTING, PUBLISHING AND ALLIED INDUSTRIES**
 - o Building Emotional Resilience for Success Training
 - o Dynamic Marketing
22. **MANUFACTURER OF POTTERY, CHINA AND EARTHENWARE**
 - o FMM-Deloitte Webinar: Employer's 2020 Income Tax Reporting

B) SERVICES SECTOR

1. **ADVERTISING**
 - o IPA Effectiveness Essentials
 - o Negotiating Skills for Agency Professional Workshop
 - o CCNA Implementing & Administering CISCO
2. **AIR TRANSPORT**
 - o A330-300 Recurrent / Proficiency Check Training
 - o Professional Leadership & Management Programme
 - o Digital Fundamental track
3. **BONDED WAREHOUSE**
 - o Rigging & Slings
 - o Process Safety for all Chemical Utilising Facilities
4. **BUILDING AND LANDSCAPE SERVICES**
 - o Certified Wireman PW2
 - o Kursus CMIS 2020
 - o Terminal Cleaning for Healthcare Setting
5. **COMPUTER INDUSTRY**
 - o LinkedIn Learning Pro-EN
 - o Management Essentials Program
 - o Developing Data - driven High Potential Employees
6. **DIRECT SELLING**
 - o A Comprehensive Stress Management & Wellness Programme
 - o Info Tech HRMS Training
7. **DRIVING SCHOOL**
 - o Kursus Penyelarasan KPP01, KPP02 dan KPP03
 - o Kursus Pensijilan Pengajar Institut Memandu (SPIM)
8. **EARLY CHILDHOOD EDUCATION**
 - o Senior Teaching Training
 - o Fundamental of Online Teaching Method for Virtual Education
 - o TADIKASuperKJDS Inhouse training
9. **ENGINEERING SUPPORT & MAINTENANCE**
 - o Performance Alignment Program
 - o First Schedule Training
 - o Tropical Basic Offshore Safety Induction
10. **EVENT MANAGEMENT SERVICES**
 - o Competent Emergency Response & Fire Prevention
 - o Negotiate to Win-win
11. **FOOD AND BEVERAGE SERVICES**
 - o Food Handling Course
 - o Neuro Linguistic Programming
 - o Baskbear Product Training
12. **FRANCHISE**
 - o DOY Training
 - o Customer Service 2.0
 - o Management 2.0
13. **FREIGHT FORWARDER**
 - o Good Distribution Practice for Medical Devices (GDPMDD)
 - o Halal Assurance Management System
 - o Introduction to International Trade
14. **GAS, STEAM & AIR-CONDITIONING SUPPLY**
 - o Risk Analysis, Risk Reduction & Decision Making in HSSE Due diligence
15. **HEALTH SUPPORT SERVICES**
 - o Info Tech HRMS Training
 - o Power BI Courses
 - o The Seven Innovation Tools
16. **HOTEL INDUSTRY**
 - o Contingency Plan for Business Recovery
 - o Customer Service Culture Way
 - o Housekeeping Training
17. **HYPERMARKET/SUPERMARKET/DEPARTMENTAL STORE**
 - o SSF Retail Customer Experience Touchpoint
 - o Towards Mydinezed
 - o Chemical training
18. **INFORMATION SERVICE**
 - o Microsoft Excel
 - o Crafting Presentations
19. **LAND TRANSPORT**
 - o Safety and Health Awareness (ICOP) Program
 - o Reach Truck Safety, Skills and Daily Maintenance
20. **PORT SERVICES**
 - o Time Management and Resilience
 - o Developing Competency Frameworks & Models
 - o Modul Kursus Kendalian Pencawang 11KV Terhad
21. **POSTAL**
 - o Boosting Work Productivity
 - o Digital Marketing 101
22. **POWER (ENERGY)**
 - o LinkedIn Learning Pro
 - o Integrated Management System (IMS)
 - o SSCTA (FT) - Moning The Gold The Art Reaching Target Buyer
23. **PRIVATE BROADCASTING SERVICES**
 - o Online HR Crach Course
 - o The Art of Managing People
24. **PRIVATE HOSPITAL**
 - o Occupational Safety and Health Workshop (OSH)
 - o Standard People Practice (SPP)
 - o Basic Life Support
25. **PRIVATE INSTITUTION OF HIGHER LEARNING**
 - o Assessing Oral Presentations Training
 - o Social Media for Branding
 - o Compassionate Customer Service
26. **PRODUCTION OF MOTION PICTURE, VIDEO & TELEVISION PROGRAMME, SOUND RECORDING & MUSIC PUBLISHING**
 - o Upselling & Suggestive Selling'
 - o PR Writing MasterClass
27. **RESEARCH & DEVELOPMENT**
 - o Power BI Introduction
 - o Power Speaking
 - o Practical EMC Design
28. **SALE & REPAIR OF MOTOR VEHICLES**
 - o Product Knowledge Refresher
 - o Tyre technical, Care and Maintenance Knowledge
 - o Warranty Claim Submission in SAP
29. **SECURITY FIRMS**
 - o Latihan Menembak Tahunan 2021
 - o Basic Security Guard Training
 - o Safety and Health Awareness Training
30. **SHIPPING**
 - o Business English for Technical Employees
 - o ISO 45001 Requirements Training Course
 - o Raise your Productivity Workshop
31. **TELECOMMUNICATION**
 - o The Art of Selling Part 1
 - o Living the Celcom Service Culture
 - o Effective Sales Leadership
32. **TRAINING PROVIDER**
 - o Coaches Mindset
 - o Basic Machine Maintenance
 - o AutoCAD Level 1
33. **TRAVEL AGENCY - INBOUND**
 - o HR Payroll System training
34. **TRAVEL AGENCY - OUTBOUND**
 - o Influence and Connecting with Story Telling
 - o LinkedInSelling Strategies
 - o Digital Marketing
35. **WASTE MANAGEMENT AND MATERIAL RECOVERY SERVICES**
 - o Chemical Handling and Management Training
 - o Microsoft Excel for Beginner
36. **WATER TREATMENT AND SUPPLY**
 - o Non Executive Competency based Development program
 - o Transformational Leadership
 - o Business Continuity Management
37. **SEWERAGE**
 - o Waste Management Ultimate

C) MINING & QUARRYING SECTOR

1. **MINERAL & STONE QUARRY**
 - o In-house Training: Managing Process in Oil & Gas Industry
 - o Microsoft Teams Workshop
2. **PETROLEUM & GAS EXTRACTION**
 - o Damage Control Team
 - o Computer Based Training
 - o Utility System