



Our Ref : ( 8 ) PSMB/1/14/13 Kulit 3  
Date : 20 May 2020

## TRAINING PROVIDERS' CIRCULAR NO. 4/2020

### NEW FEE STRUCTURE FOR TRAINING PROVIDER AND EXTENSION OF VALIDITY PERIOD FOR TRAINING PROVIDERS (TP) EXPIRING IN 2020

#### 1. PURPOSE

The purpose of this circular is to announce on the changes of fee structure for the new Training Provider registration and extension period for training providers under the Human Resources Development Fund (**HRDF**).

#### 2. BACKGROUND

2.2 The beginning of 2020 caught the whole world unprepared facing the outbreak of COVID-19. To prevent the situation from escalating, the Malaysian Government implemented the Movement Control Order (MCO) which was enforced throughout Malaysia beginning March 18, 2020 with the closure of all government and private premises except those involved in essential services.

2.3 In the wake of the on-going threat, many training providers have had to suspend their activities and some have partially planned not to register or renew and consider re-registration until COVID-19 is under control.

#### 3. NEW FEE STRUCTURE FOR TRAINING PROVIDER AND EXTENSION OF VALIDITY FOR TRAINING PROVIDERS

3.2 In view of the above situation, TP registration fee structure to be changed to RM 1,000.00 for validity of one (1) year instead of the current structure of RM 3,000.00 for validity of three (3) years. This applies to the registration of new training providers who submit applications until December 31, 2020.



- 3.3 Training providers that expire within the period of 1<sup>st</sup> May 2020 to 30<sup>th</sup> April 2021 will be extended until 1<sup>st</sup> May 2021. Hence, all the related fees will be waived. This includes training providers that have expired but still within the 6 months window for renewal as of 1<sup>st</sup> May 2020.
- 3.4 This benefit will not be extended to the training providers who have registered or renewed earlier this year.
- 3.5 This aims to support the business continuity of the training providers during these challenging times.

#### **4. IMPLEMENTATION DATE**

- 4.2 This circular will be effective as of 01<sup>st</sup> May 2020.

#### **5. CLOSING**

- 5.2 For further clarification and assistance, please get in touch with our Contact Centre at 1-800-88-4800 or email to [support@hrdf.com.my](mailto:support@hrdf.com.my).

Thank you.

**PEOPLE, PROWESS, PROGRESS**  
**PEKERJA DAN CABARAN BUDAYA NORMA BAHARU**



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