



PEMBANGUNAN SUMBER MANUSIA BERHAD (545143D)

KEMENTERIAN SUMBER MANUSIA

Wisma HRDF

Jalan Beringin, Damansara Heights
50490 Kuala Lumpur

Tel : 03-2096 4800

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Customer Service : 03-20964600

Laman web : www.hrdf.com.my

Our ref. : (24) PSMB/20/8
Kulit 6

Date : 21 May 2012

EMPLOYERS CIRCULAR NO. 5/2012

OPENING OF MELAKA BRANCH OFFICE EFFECTIVE 1 JUNE 2012

1.0 PURPOSE

- 1.1 The purpose of this circular is to inform employers on the opening of HRDF branch office in Melaka as per the address below, effective 1 June 2012:

Pembangunan Sumber Manusia Berhad (Melaka Branch)
Level 4, Wisma DMDI
Jalan Hang Tuah
75300 Melaka
(One Stop Call Centre No. : 06 – 333 3333)

- 1.2 With the opening of this branch office in Melaka, **all employers in Melaka and Negeri Sembilan** are to take note that all their training grant applications will be processed online by Melaka branch officers with effect from that date. Manual applications have to be submitted directly to the abovementioned address. Likewise any queries and enquiries have to be directed to the branch office.
- 1.3 Notwithstanding paragraph 1.2 above, training grant applications will still be processed if they are submitted to HRDF headquarters in Kuala Lumpur.

Thank you.

“HRDF – SHAPING PEOPLE”

“Pekerja Berinovatif Penggerak Transformasi”

Yours sincerely,

(AMIRNUDDIN BIN MAZLAN)

Chief Executive

Pembangunan Sumber Manusia Berhad