PURCHASE OF TRAINING EQUIPMENT AND SETTING UP OF TRAINING ROOM SCHEME (ALAT)

OBJECTIVE

• To encourage more in-house retraining and skills upgrading of their employees by purchasing of training aids for the purpose of setting up, renovating or enhancing training rooms.

• Setting up of a training room does not include the construction of a building, training centre or the rental of training rooms .

PURCHASE ON TRAINING EQUIPMENT

Training equipment and aids:
• Television set
• VCR (Video Cassette Recorders)
• VCD (Video Compact Disc) Player or DVD (Digital Video Disc) Player
• Overhead Projector, Multimedia
• LCD and Direct Projector
• Screen and white board
• Training tape and video
• Training Video Compact Disc
• Slide
• Chairs and tables for training room only
• Flip Chart Stand
• Mannequin
• Poster
• Notebook (once in 2 years)

The list is not finalise, you can propose base on your industry need equipment.

SETTING UP TRAINING ROOM

The setting up training room:
• Wiring for setting up Overhead Projector
• Painting of Training Room
• Setting up air-conditioner for training room
• Installing carpet, blinds, glass wall
• Renovation of Training Room Ceiling
• Wiring for plugs/sockets
• Installing cable for network/internet connections

FINANCIAL ASSISTANCE

100% subject to a maximum of 30% of the levy balance as at 1st January in the year the application is submitted

HOW TO APPLY?

Submission via **eTRiS** under ALAT scheme must be submitted by employers **BEFORE** purchase of equipment and renovation

Required Informations :
• Details of Training Equipment/Renovation
• Total of Estimated Costs Apply

REQUIRED SUPPORTING DOCUMENT

1 quotation from supplier for the purchase of training aids

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Indicate number of training room, internal trainer profile and LCD projector (for purchase laptop application)

1 quotation from supplier/contractor

1 layout plan / the measurement of the proposed setting up or renovation training room

Justification for this application