



MINISTRY OF HUMAN RESOURCES



HRD CORP CLAIM HELPER FOR TRAINING PROVIDERS

CLAIM WITHDRAWAL

- HRD CORP CLAIMABLE COURSES – FORMELY KNOWN AS SKIM BANTUAN LATIHAN (SBL-KHAS)

Purpose : To withdraw the claim





The objective of withdrawal is to allow employers to modify approved grants.



Withdrawals must be submitted and approved before modify grant application.

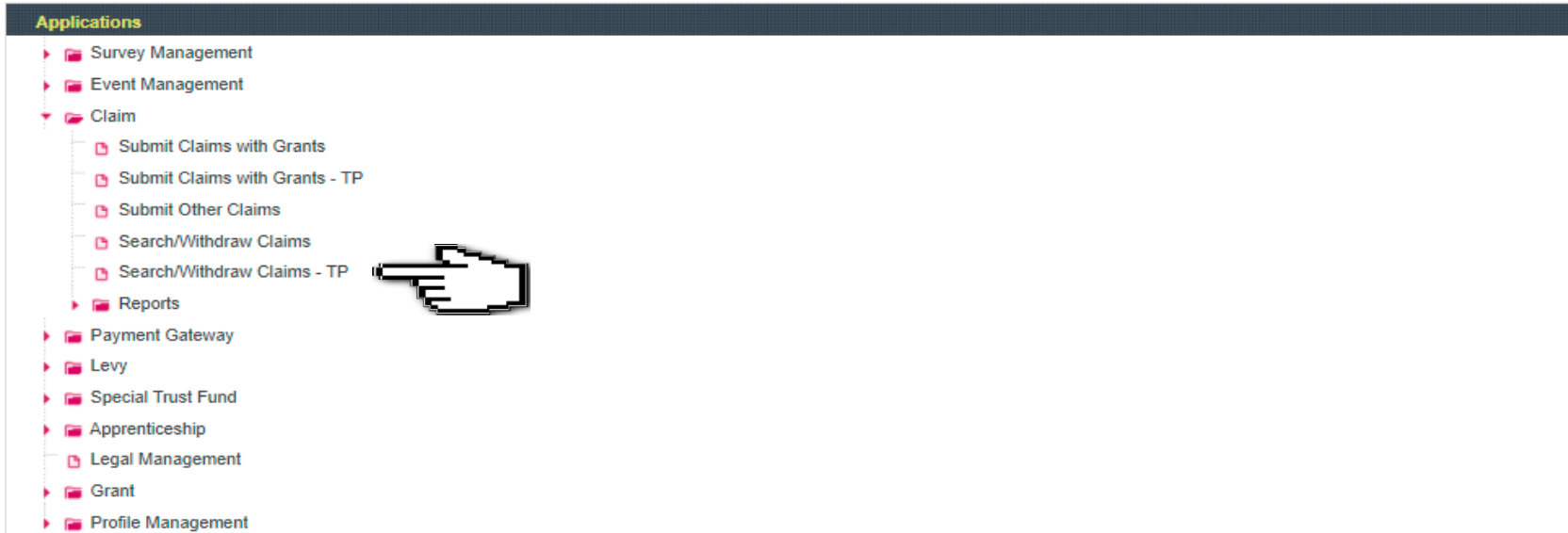
(1) Login to Training Provider's eTRiS account

(2) Click **Applications**



(3) Click Claim

(4) Select Search/Withdraw Claims - TP



Applications

- ▶ Survey Management
- ▶ Event Management
- ▼ Claim
 - ▢ Submit Claims with Grants
 - ▢ Submit Claims with Grants - TP
 - ▢ Submit Other Claims
 - ▢ Search/Withdraw Claims
 - ▢ Search/Withdraw Claims - TP
 - ▶ Reports
- ▶ Payment Gateway
- ▶ Levy
- ▶ Special Trust Fund
- ▶ Apprenticeship
- ▢ Legal Management
- ▶ Grant
- ▶ Profile Management

(5) Click **Enquiry** at the Action Column

Applications

Applications > Claim > Search/Withdraw Claims - TP

Claim Enquiries

Training Provider Name: XXXXXXXXXXXX

Search Criteria

Submission Date: [] To []

Claim Category: Select

Scheme: Select

Claim ID: []

Status: Select

Claim Type: Select

Search Reset Close

Claim Enquiries

2,709 records found, displaying 1 to 5 records. [First/Prev] 1, 2, 3, 4, 5, 6, 7, 8 [Next/Last]

Claim ID	Grant ID	Employer Name	Claim Category	Approved Amount (RM)	Claimed Amount (RM)	Submission Date	Approved Date	Paid Date	Status	Claim Type	Action
XXXXXXXXXX	XXXXXXXXXX	CONTINENTAL TYRE PJ MALAYSIA SDN. BHD.	Training Program with Approve Grant	4,134.00	--	30/05/2021	-	-	Submitted	Online	Enquiry Details
XXXXXXXXXX	XXXXXXXXXX	BASIC INCEPTION SDN. BHD.	Training Program with Approve Grant	6,000.00	--	27/05/2021	-	-	Submitted	Online	Enquiry Details
XXXXXXXXXX	XXXXXXXXXX	ZNT CENTERS FOR NEW TECHNOLOGIES MALAYSIA SDN. BHD.	Training Program with Approve Grant	6,998.00	--	27/05/2021	27/05/2021	-	Approved	Online	Enquiry Details
XXXXXXXXXX	XXXXXXXXXX	FONTERRA BRANDS (MALAYSIA) SDN. BHD.	Training Program with Approve Grant	10,000.00	--	27/05/2021	-	-	Saved	Online	Enquiry Details
XXXXXXXXXX	XXXXXXXXXX	CONTINENTAL TYRE PJ MALAYSIA SDN. BHD.	Training Program with Approve Grant	2,067.00	--	27/05/2021	27/05/2021	-	Approved	Online	Enquiry Details



(6) Click **Next** to **Training Provider Declaration**, fill in the reason and remarks of withdrawal then click **Withdraw** to submit the claim withdrawal

Applications

Training Providers Profile | Training Summary | Trainer Details | Trainee Details | Trainee Attendance Form | **Training Provider Declaration**

Training Provider's Declaration

Declaration

I hereby submit claim for course fee amounting to RM * for * trainees who attended the course *
 The training commences on * to * and the list of trainees are as of part II.

I declare that the claim are subject to the terms and conditions of Pembangunan Sumber Manusia Berhad.
 I declare that all the information in the form and all accompanying information are true and correct and I have not provided any false or misleading information.

Name of Officer In-charge *
 Designation *
 Position *
 Date *

Reminder:
 You are reminded that you will be prosecuted under the Penal Code and Pembangunan Sumber Manusia Berhad may at its discretion recover any amount paid, if false and misleading informations or false and misleading documents are provided to obtain financial assistance.
Note: Supporting Document is mandatory like Invoice and Employer Declaration form(PSMB/SBL-KHA S/JD/14)

Supporting Document

File Description	Attach File
<input type="text"/>	<input type="button" value="Choose File"/> No file chosen

Allowed (Only .JPG,.JPEG,.BMP,.GIF,.PNG,.TIF,.PPM,.DOC,.DOCX,.PDF,.RTF,.XL S,.XLSX,.TXT,.PPT,.PPTX,.PPSX are allowed)

No record found

Withdraw Application

Reason *

Remarks

*



Claims have been successfully submitted for withdrawal approval after clicking the Withdrawal button.



The claim withdrawal will be reviewed and checked within **four (4) working days**.



Training Providers may advise employers to proceed with grant modification after the approval of claim withdrawal.



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THANK YOU