

## GUIDELINES AND PROCEDURES FOR INDUSTRIAL AREA MANAGEMENT INCENTIVE AND/OR EXPATRIATE POSTS

### TAX INCENTIVE

**100% tax exemption** on statutory income for **5 years** starting from the date the company commences its activities.

### ELIGIBILITY CRITERIA

- a) The Industrial Estate must be gazetted by the State Authority as an industrial land.
- b) A newly established company or existing company appointed by a Local Authority (PBT) must have an agreement on the management of IEs.
- c) The company undertakes the management of an existing IE specified by the PBT.
- d) A company incorporated under the Companies Act, 1965.
- e) The company must be approved/licensed by a PBT.
- f) The company must be self-funded.
- g) The company must undertake **all** of the following **management, upgrading and maintenance activities within the IE**:
  - i. Roads, street lightings and drainage systems
  - ii. Common facilities (e.g: facilities available for all the tenants located in the industrial park, bridges/underpass/flyover, signage, convention/conference halls, parking and other such facilities meant for common use of the tenants located in the industrial park)
  - iii. Landscaping including grass planting and cutting, tree planting, pruning, cutting and removal and garden maintenance
  - iv. Waste (domestic & industrial) collection, transfer and disposal
  - v. Maintaining database on the industrial area. Database should include information on:
    - Tenants – List of tenants, tenants' activities/products, number of employees and commencement of operation
    - Industrial Park – Developer, type of industrial park, targeted industries/investment and occupancy rate

- h) The company may undertake **any** of the following **qualifying services**:
- i. Maintain and repair buildings (e.g: roofing, structural, electrical, water, sewerage, HVAC, leak detection, telecommunication)
  - ii. Security and personnel (e.g: security guards, parking access, CCTV)
  - iii. Relevant consultation (e.g: tenant relations and specialised advisory services on designing/planning of building/plant)
  - iv. Rental of common facilities (e.g: warehousing, parking)
  - v. Rental of accommodation/hostels for factory workers
  - vi. Relevant transportation (e.g: transportation for factory workers)
  - vii. Environmental management (e.g: air pollution, wastewater, water treatment, and noise pollution)
  - viii. Construction of main infrastructure supports (e.g: electrical substations, reservoir)
  - ix. Janitorial/Cleaning services
  - x. IT infrastructure (e.g: network operating centre, IT networking infrastructure, network security centre and PC & computing training lab)
  - xi. Recreational and relaxation areas for tenants and their workforce
  - xii. Any adapted facilities as required by tenants
- i) **At least 30%** of the annual income of the industrial area management must be derived from the **compulsory activities as specified in paragraph (g)**.
- j) The company must have **commenced** its operation **not later than one (1) year** from the date of application received by MIDA.

### **EFFECTIVE DATE OF APPLICATION**

Application received by **MIDA** from **1 January 2015 until 31 December 2017** is eligible to be considered for this incentive.

### **PROCEDURE FOR APPLICATION**

The application should be submitted in **three (3) copies** of **IAM/JA Forms** to:

Chief Executive Officer  
Malaysian Investment Development Authority (MIDA),  
MIDA Sentral, No. 5  
Jalan Stesen Sentral 5  
Kuala Lumpur Sentral  
50470 Kuala Lumpur.  
**(Attn.: Director, R&D & Business Services Division)**

For project in Sabah and Sarawak, three (3) copies of the form should also be submitted to the relevant MIDA office as follows:

Sabah

Director  
MIDA Sabah Office  
Lot D9.4 & 9.5  
9<sup>th</sup> Floor, Block D, Bangunan KWSP  
Karamuning  
88100 Kota Kinabalu  
Sabah, Malaysia

Sarawak

Director  
MIDA Sarawak Office  
Room 404, 4<sup>th</sup> Fl.  
Bangunan Bank Negara Malaysia  
No 147, Jalan Satok  
PO Box 716  
93714 Kuching  
Sarawak, Malaysia

For enquiries and clarification, please refer to:-

MIDA's website : [www.mida.gov.my](http://www.mida.gov.my)  
Tel : (603)2267-3633  
Fax : (603) 2273-4208  
E-mail : [investmalaysia@mida.gov.my](mailto:investmalaysia@mida.gov.my)