

**GUIDELINES AND PROCEDURES FOR APPLICATION FOR STATUS  
AND/OR INCENTIVES AND/OR EXPATRIATE POSTS FOR SELECTED  
SERVICES SUB-SECTORS**

1. Companies undertaking selected services/activities in the Appendix A may apply for status and/or incentives and/or expatriate posts.
2. Applications should be made using the relevant forms as follows:-
  - a. **Research and Development (R&D) Activities**
    - R&D/JA-1  
*Application for Incentive by Contract R&D Company or R&D Company or Fulfillment of Definition as Contract R&D Company/R&D Company and/or Expatriate Posts*
    - R&D/JA-5  
*Application for Second Round Incentive for Reinvestment by Contract R&D Company or R&D Company and/or Expatriate Posts*
  - b. **Operational Headquarters (OHQ)**
    - OHQ-1  
*Application for OHQ Status with Tax Incentive and/or Expatriate Posts*
    - AE-OHQ/IPC/RDC-1  
*Application for Additional Expatriate Posts*
  - c. **International Procurement Centres (IPC) / Regional Distribution Centres (RDC)**
    - IPC/RDC-1  
*Application for IPC/RDC Status and/or Tax Incentive and/or Expatriate Posts*
    - AP-IPC/RDC-1  
*Application for Additional Products for IPC/RDC*

- AE-OHQ/IPC/RDC-1  
*Application for Additional Expatriate Posts*
- d. Integrated Logistics Services (ILS)**
- ILS-1  
*Application for Incentive and/or Expatriate Posts*
  - ILS-2  
*Application for Incentive for Expansion/Diversification and/or Expatriate Posts*
- e. International Integrated Logistics Services (IILS)**
- IILS  
*Application for IILS Status and/or Expatriate Posts*
- f. Representative Office/Regional Office (RE/RO)**
- RE/RO-1  
*Application for RE/RO Status and/or Expatriate Posts*
  - RE/RO-2  
*Application for Extension of RE/RO Status and/or Expatriate Posts*
  - RE/RO-3  
*Application for Additional/Replacement of Expatriate Posts*
- g. Technical/Vocational/Science Training Institutes**
- T/JA-1  
*Application for Investment Tax Allowance and/or Expatriate Posts*
  - T/JA-2  
*Application for Investment Tax Allowance and/or Expatriate Posts for Expansion and/or Upgrading*
- h. Hotels/Tourism Projects**
- H&T/JA-1  
*Application for Incentive and/or Expatriate Posts*
  - H&T/JA-2  
*Application for Incentive and/or Expatriate Posts for Expansion/Modernisation*

- i. Renewable Energy**

  - RE/JA  
*Application for Incentive and/or Expatriate Posts*
  
- j. Energy Conservation/Energy Efficiency Services**

  - EE/JA  
*Application for Incentive and/or Expatriate Posts*
  
- k. Medical Devices Testing Laboratories**

  - TL/JA-1  
*Application for Incentive and/or Expatriate Posts*
  
- l. Private Healthcare Facility**

  - PH-1  
*Application for Investment Tax Allowance for a New Private Healthcare Facility*
  
  - PH-2  
*Application for Investment Tax Allowance for Expansion/ Modernisation/ Refurbishment of an Existing Private Healthcare Facility*
  
- m. Design Services**

  - DSC-1  
*Application for Pioneer Status for a New Design Services Companies*
  
  - DSC-2  
*Application for Pioneer Status for Expansion and/or Upgrading of Design Services Companies*
  
- n. International/ Private School**

  - IPS-1  
*Application for Tax Incentive for a New International/Private School*
  
  - IPS-2  
*Application for Tax Incentive for Expansion and/or Upgrading of an Existing International/Private School*

**o. Other Services Promoted under the Promotion of Investments Act, 1986**

- ICA / JA-1  
*Application for Incentive and/or Expatriate Posts*
- ICA / JA-2  
*Application for Incentive and/or Expatriate Posts for Expansion/Diversification Activities*

**p. Acquire a Foreign Company for High Technology**

- AFC  
*Application for Incentive for Acquiring a Foreign Company for High Technology*

3. Applications should be submitted in **three (3) copies** to:-

**Chief Executive Officer**

Malaysian Investment Development Authority (MIDA)  
MIDA Sentral  
No. 5, Jalan Stesen Sentral 5  
50470 Kuala Lumpur  
P.O. Box 10618  
50720 Kuala Lumpur  
Malaysia

For projects 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 & D9.5  
9th Floor, Block D  
Bangunan KWSP  
Karamuning  
88100 Kota Kinabalu  
Sabah, Malaysia

**Sarawak**

**Director**

MIDA Sarawak State Office  
Room 404, 4th Floor  
Bangunan Bank Negara Malaysia  
No. 147 Jalan Satok  
PO Box 716  
93714 Kuching  
Sarawak, Malaysia

4. **Applications for ICA/JA-1 and ICA/JA-2 can be submitted online at <http://www.mida.gov.my>. For online applications, signed copies of the application forms should also be submitted to MIDA.**

5. For enquiries and clarification, please refer to:-

Website : [www.mida.gov.my](http://www.mida.gov.my)  
Tel : 603-2267 3633  
Fax : 603-2274 7970 / 2273 4204  
E-mail : [investmalaysia@mida.gov.my](mailto:investmalaysia@mida.gov.my)

**List of selected services/activities that can be considered for (Status and/or Incentives and/or Expatriate Posts)**

- a. Research and Development Activities;
- b. Operational Headquarters;
- c. International Procurement Centres/Regional Distribution Centres;
- d. Integrated Logistics Services;
- e. International Integrated Logistics Services;
- f. Representative Office/Regional Office;
- g. Technical/Vocational/Science Training Institutes;
- h. Hotels/Tourism Projects;
- i. Renewable Energy;
- j. Energy Conservation/Energy Efficiency Services;
- k. Medical Devices Testing Laboratories;
- l. Private Healthcare Facility
- m. Design Services
- n. International/ Private School
- o. Other Activities promoted under the Promotion of Investments Act, 1986, such as integrated centralised utility facilities, cold chain facilities and services for food products, film/video production and/or post production, waste recycling activities