

**APPLICATION FOR INCENTIVE AND / OR EXPATRIATE POST FOR  
DEVELOPER OF WASTE ECO PARK (WEP)**

**1. Company Profile**

(a) Name of applicant / company:

\_\_\_\_\_

(b) Correspondence address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact person:

\_\_\_\_\_

Designation:

\_\_\_\_\_

Telephone no.:

\_\_\_\_\_

Fax no.:

\_\_\_\_\_

E-mail:

\_\_\_\_\_

Website:

\_\_\_\_\_

(c) Date of incorporation:

\_\_\_\_\_

Company registration no.:

\_\_\_\_\_

(d) Income tax reference no.:

\_\_\_\_\_

Income tax branch office:

\_\_\_\_\_

(e) Address of registered office:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone no.:

\_\_\_\_\_

Fax no.:

\_\_\_\_\_

(f) Particular of Board of Directors:

Name and residential address	Nationality	% shares held in the company

Note: \* If insufficient space, please provide the same information on a separate sheet of paper.

**2. Company Status**

*Please tick applicable boxes*

- (a) Does company has any current / previous activities / projects ?  Yes  No

If yes, please provide details as follows;

- i. Project name: \_\_\_\_\_
- ii. Project cost/investment (RM): \_\_\_\_\_
- iii. Project location: \_\_\_\_\_
- iv. Project financing:
  - Loan: RM \_\_\_\_\_  
(Bank \_\_\_\_\_ / \_\_\_\_\_)
  - Other source: RM \_\_\_\_\_  
(advance from shareholder / retained earnings / \_\_\_\_\_)

- (b) Incentive/grant approved by MIDA/other government agencies (if any):

- i. Has the company applied for/obtained any other Malaysian Government incentives (fiscal / non-fiscal incentives)?  Yes  No

If yes, please provide details as follows;

- 1) Approving agency: \_\_\_\_\_
- 2) Type of incentive/grant: \_\_\_\_\_  
(Amount of grant, if any : RM \_\_\_\_\_)
- 3) Date of approval of incentive: \_\_\_\_\_
- 4) Duration of incentive: \_\_\_\_\_

(Please provide a copy of each of the approval letters)

- (c) Any offence committed or summons/penalties issued by the relevant authorities in the construction related industry?  Yes  No

If yes, please specify.

\_\_\_\_\_

### 3. Proposed Development Project

Information on waste eco park (WEP) proposed project;

i. Name/theme of project/park:

\_\_\_\_\_

ii. Brief explanation/highlight on the project\*:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

iii. Location:

\_\_\_\_\_

Note: \* If insufficient space, please provide the same information on a separate sheet of paper.

iv. Supporting documents needed:

a) Timeline for development phases (Provide separate sheets of paper).

b) Approval from relevant authorities as per Appendix I in the WEP Guidelines.

### 4. Particulars of Proposed Development Project

(a). Type of business model:

*Please tick applicable boxes*

(i) Build-and-lease (rental); or

(ii) Others (Please specify) :

\_\_\_\_\_

(b) Select relevant components of project:

• Basic infrastructure  
(roads, drainage, utilities, sewerage)

• Building & facilities for waste receiving and separation

• Waste water treatment facilities

• Building for recycling / recovery / treatment facility

• Building for education & awareness centre

• Disposal facility

• Others, please specify:

\_\_\_\_\_

(c) Other type of activities involved (if any)

- Collection
- Transportation
- Storage
- Sorting
- Recovery
- Recycling
- Treatment
- Disposal
- Others \_\_\_\_\_


(d) Waste Source(s):

i) Local  Import  Local & Import

ii) Solid waste - Solid Waste Management and Public Cleansing Act, 2007

- Municipal solid waste
- Industrial waste
- Commercial waste
- Institutional waste
- Construction & demolition waste (C&D)
- Others, please specify :


iii) Scheduled Waste - Environmental Quality Act, 1974

Code SW : \_\_\_\_\_

Please refer to Environmental Quality (Schedule Waste Regulations) 2005, for types of scheduled wastes listed in the First Schedule.

iv) Other category of waste, (if any) \_\_\_\_\_

(e) Type of waste to be processed:

Type of Waste	Name of supplier	Quantity per month (tonnes)	% treated / recovered / recycled (% reduction of landfill)	Remarks (Details on the waste/products, if any)
Construction & Demolition				
Copper Slag				
Used Slag				
Food				
Tyre / Rubber				
Wood				
Horticultural				
Paper				
Plastic				
Metal				
Glass				
Textiles				
E-waste				
Refrigerant				
Luminaire/ Lighting Waste				
Others (please specify)				

(f) Potential customer(s) / operators(s):

Company Name	Industry

(g) Sources of technical know-how:

Name and address of technical know-how provider	Years of experience	Relationship with applicant company (e.g: machinery supplier, parent company/associate company)

## 5. Project Cost

Fixed Assets*	20..... RM'000	20..... RM'000	20..... RM'000	20..... RM'000	20..... RM'000
Land (Specify area in hectares): hectare					
Basic infrastructure ( Please specify): Roads, drainage system, utilities, sewerage					
Building and other build-up facilities (Please specify built-up area in $m^2$ ): $m^2$ 1) Building & facility for waste receiving and separation 2) Building for waste water treatment 3) Building for recycling / recovery / treatment facility 4) Building for education & awareness centre 5) Others (e.g R&D, storage building, canteen, hostel, if any): i) ii) iii)					
Plant & machinery					
Furniture and furnishing					
Other assets					
<b>Total fixed assets</b>					
Pre-operational expenditure					
Working Capital					
<b>Total project cost</b>					

**6. Sources of Income**

Year of assessment	Rental Income (RM)	%	Other sources of income* (RM)	%	Total income (RM)
20__					
20__					
20__					
20__					
20__					
20__					
20__					
20__					
20__					
20__					
20__					

\* Specify the activities:

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## 7. Financing Structure

ITEM	RM	%
<b>(1) Authorised capital</b>		
<b>(2) Shareholder's fund</b>		
(a) Paid-up Capital		
(i) Malaysian individual		
• Bumiputera		
• Non-Bumiputera		
(ii) Companies incorporated in Malaysia*		
•		
•		
(iii) Foreign nationals / companies (Specify name & nationality / country of origin)*		
•		
•		
<b>Total of (i), (ii) and (iii)</b>		<b>100%</b>
<b>(3) Loan</b>		
(a) Domestic		
(b) Foreign		
•		
•		
<b>Total Loan</b>		
<b>(4) Other sources</b>		
•		
•		
<b>Total Sources</b>		
<b>Total of (2), (3) &amp; (4)</b>		

\* Please refer next page for (2)(a)(ii) and (iii)

\* For 2(a)(ii) & (iii), please provide equity structure as follows:

ITEM		%
Name of Company No.1		
Bumiputera		
Non-Bumiputera		
Foreign nationals / companies (Specify name & nationality / country of origin)*		
•		
•		
<b>TOTAL</b>		<b>100%</b>
Note: Provide information in a separate sheet if the company has more than one company incorporated in Malaysia as shareholder		
Details of ultimate holding company:		
- Name		
- Country of incorporation		

### 8. Commencement and Completion of Project

i. Expected/actual date of commencement of project

ii. Expected/actual date of completion of project



## 9. Corporate Structure

### (a) Employment Structure:

Category	Fulltime Employment						
	Malaysian			Foreign National			Total
	Degree	Diploma/ Certificate	Others	Degree	Diploma/ Certificate	Others	
<b>1. Managerial Staff</b>							
(a) Company Directors							
(b) Department Managers							
(c) General Managers							
(a) Senior Project Managers							
(b) Architect							
(c) Engineers							
(d) Others (Please specify)							
<b>2. Technical &amp; Supervisory Staff</b>							
(a) Assistant Project Managers							
(b) Project Executive							
(c) Accountant and Auditors							
(d) Human Resource Personnel							
(e) Sales & Marketing Personnel							
(f) Quantity Surveyor Personnel							
(e) Others (Please specify)							
<b>3. Clerical &amp; Other Support Staff</b>							
(a) Secretaries							
(b) Administrative Clerk							
(c) Draughtman							
(d) Accounting & Financing Clerk							
(e) Site Supervisor							
(f) Site Clerk							
(g) General Worker							
(h) Security Officer							
(f) Others (Please specify)							
<b>TOTAL</b>							

1. Percentage of managerial and technical staff having diplomas/degrees with a minimum of 5 years' experience (of total workforce)

 %

2. Number of staff with post graduate (ie. Masters / PhD) qualifications.

3. In addition to fulltime employees as mentioned in above table, provide number of workers outsourced (not under company's payroll).

Name of outsourced company: \_\_\_\_\_

(b) Manpower by income:

Category	Number of Persons Employed by Average Monthly Salary (RM)							
	< 3000		3000 -<5000		5000-<10,000		>10,000	
	Malaysian	Foreign National	Malaysian	Foreign National	Malaysian	Foreign National	Malaysian	Foreign National
<b>4. Managerial Staff</b>								
(a) Company Directors								
(b) Department Managers								
(c) General Managers								
(d) Senior Project Managers								
(e) Architect								
(f) Engineers								
(d) Others (Please specify)								
<b>5. Technical &amp; Supervisory Staff</b>								
(a) Assistant Project Managers								
(b) Project Executive								
(c) Accountant and Auditors								
(d) Human Resource Personnel								
(e) Sales & Marketing Personnel								
(f) Quantity Surveyor Personnel								
(g) Others (Please specify)								
<b>6. Clerical &amp; Other Support Staff</b>								
(a) Secretaries								
(b) Administrative Clerk								
(c) Draughtman								
(d) Accounting & Financing Clerk								
(e) Site Supervisor								
(f) Site Clerk								
(g) General Worker								
(h) Security Officer								
(i) Others (Please specify)								
<b>TOTAL</b>								

**10. Project Impact**

Summary of potential development **impact and benefits** (Both **quantitative and qualitative**)\*.

## 11. Details of Expatriate Posts

Complete this section if applicant applying for expatriate post(s). **Exclude** expatriate post(s) applied directly with Immigration Department or any other department.

A. New/additional post(s) applied:

Designation	Type of post (key/term post)	Number of post(s)	Duration (years)	Proposed minimum salary (RM)

Provide the following details for each expatriate post(s) applied for:

(a)	Job function
(b)	Minimum academic/professional qualification required
(c)	Minimum period of experience required
(d)	Justification for request
(e)	Proposed training scheme for Malaysian personnel to fill the relevant posts

B. Existing/approved post(s) (if any)

Designation	Name and nationality	Duration approved	Date post filled	Expiry date	Basic salary paid (RM)

Note: Please include the expatriate post(s) that have been approved by the Immigration Department or any other department

C. Attach company's organisational chart/structure indicating position(s) of existing/approved expatriate post(s).

**12. Declaration**

I, \_\_\_\_\_, the \_\_\_\_\_  
(full name) (designation)  
of \_\_\_\_\_  
(name of company)

- (i) hereby declare that to the best of my knowledge, the particulars furnished in this application are true.
- (ii)\* have engaged / is planning to engage the services of the following consultant for my application :

Company name : \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Contact person : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Telephone no. : \_\_\_\_\_  
Fax no. : \_\_\_\_\_  
E-mail : \_\_\_\_\_  
\_\_\_\_\_

I take full responsibility for all information submitted by the consultant(s).

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Company's Stamp or Seal)

\* Please complete this section if the company has engaged / is planning to engage the services of consultant(s) to act on behalf of the company.

### WEP DEVELOPER SUBMISSION CHECKLIST

<b>Prepare three (3) sets and submit the following items together with application form:</b>	
<input type="checkbox"/>	Form 9 - Companies Act, 1965 (Certificate of Incorporation of Private Company)
<input type="checkbox"/>	Form 24 - Companies Act, 1965 (Relevant forms reflecting paid up capital)
<input type="checkbox"/>	Form 44 - Companies Act, 1965 (Notice of Situation of Registered Office)
<input type="checkbox"/>	Form 49 - Companies Act, 1965 (Particulars of Directors, Managers and Secretaries)
<input type="checkbox"/>	Memorandum and Articles of Association
<input type="checkbox"/>	Certified true copy of Land Lease Title(s)* / Land Ownership (if any)
<input type="checkbox"/>	Certified true copy of Sales & Purchase / Lease Agreement indicating parcel(s) of land(s) in proposed WEP intended for development (if any)
<input type="checkbox"/>	Project development plan, layout and building plan, organizational chart of company
<input type="checkbox"/>	Project marketing kit (if any)
<input type="checkbox"/>	Completed cost benefit analysis / financial projection documents
<input type="checkbox"/>	Development Approval (DA) from related Local Authority (PBT) (if any)
<input type="checkbox"/>	Letter of award by relevant authorities on waste management activities (if any)