|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. |

|  |  |  |
| --- | --- | --- |
|

|  |  |
| --- | --- |
| **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) | (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.

1. **Company Status**

 *Please tick applicable boxes*

|  |  |
| --- | --- |
| 1. Does company has any current / previous

activities / projects ?If yes, please provide details as follows;1. Project name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Project cost/investment (RM):\_\_\_
3. Project location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Project financing:
* Loan: RM\_\_\_\_\_

(Bank \_\_\_\_\_ / \_\_\_\_\_\_\_)* Other source: RM\_\_\_\_\_ (advance from shareholder / retained earnings / \_\_\_\_ )
 |  [ ]  Yes [ ]  No |
| 1. Incentive/grant approved by MIDA/other government agencies (if any):
 |
| 1. 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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)1. Date of approval of incentive: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Duration of incentive: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 |
| (Please provide a copy of each of the approval letters) |
| 1. Any offence committed or summons/penalties issued by the relevant authorities in the construction related industry?
 |
|  | [ ]  Yes [ ]  No |

 If yes, please specify.

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

1. **Proposed Development Project**

Information on waste eco park (WEP) proposed project;

i. Name/theme of project/park:

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

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

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

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

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

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

1. Location:

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

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

|  |
| --- |
| 1. Supporting documents needed:
 |
| 1. Timeline for development phases (Provide separate sheets of paper).
2. Approval from relevant authorities as per Appendix I in the WEP Guidelines.
 |

1. **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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
1. 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) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. **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 separation2) Building for waste water treatment 3) Building for recycling / recovery / treatment facility4) Building for education & awareness centre5) Others (e.g R&D, storage building, canteen, hostel, if any): i)  ii) iii) |       |       |       |       |       |
| Plant & machinery |       |       |       |       |       |
| Furniture and furnishing |       |       |       |       |       |
| Other assets |       |       |       |       |       |
| **Total fixed assets** |       |       |       |       |       |
| Pre-operational expenditure |       |       |       |       |       |
| Working Capital |       |       |       |       |       |
| **Total project cost** |       |       |       |       |       |

1. **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\_\_ |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| \* |  Specify the activities:  |   |

1. **Financing Structure**

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

 **\*** 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)\* |     |
| *
 |     |
| *
 |     |
| **TOTAL** | **100%** |
| 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 |  |

1. **Commencement and Completion of Project**

|  |  |
| --- | --- |
| 1. Expected/actual date of commencement of project
 |   |
|  |  |
| 1. Expected/actual date of completion of project
 |  |

1. **Corporate Structure**
2. Employment Structure:

|  |  |
| --- | --- |
| Category | Fulltime Employment |
|  | Malaysian | Foreign National | Total |
|  | Degree | Diploma/Certificate | Others | Degree | Diploma/Certificate | Others |  |
| 1. Managerial Staff
 |  |  |  |  |  |  |  |
| 1. Company Directors
 |       |       |       |       |       |       |       |
| 1. Department Managers
 |       |       |       |       |       |       |       |
| 1. General Managers
 |       |       |       |       |       |       |       |
| 1. Senior Project Managers
 |       |       |       |       |       |       |       |
| 1. Architect
 |       |       |       |       |       |       |       |
| 1. Engineers
 |       |       |       |       |       |       |       |
| 1. Others (Please specify)
 |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
| 1. Technical & Supervisory Staff
 |  |  |  |  |  |  |  |
| 1. Assistant Project Managers
 |       |       |       |       |       |       |       |
| 1. Project Executive
 |       |       |       |       |       |       |       |
| 1. Accountant and Auditors
 |       |       |       |       |       |       |       |
| 1. Human Resource Personnel
 |       |       |       |       |       |       |       |
| 1. Sales & Marketing Personnel
 |       |       |       |       |       |       |       |
| 1. Quantity Surveyor Personnel
 |       |       |       |       |       |       |       |
| 1. Others (Please specify)
 |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
| 1. Clerical & Other Support Staff
 |  |  |  |       |       |       |       |
| 1. Secretaries
 |       |       |       |       |       |       |       |
| 1. Administrative Clerk
 |       |       |       |       |       |       |       |
| 1. Draughtman
 |       |       |       |       |       |       |       |
| 1. Accounting & Financing Clerk
 |       |       |       |       |       |       |       |
| 1. Site Supervisor
 |       |       |       |       |       |       |       |
| 1. Site Clerk
 |       |       |       |       |       |       |       |
| 1. General Worker
 |       |       |       |       |       |       |       |
| 1. Security Officer
 |       |       |       |       |       |       |       |
| 1. Others (Please specify)
 |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
| **TOTAL** |       |       |       |       |       |       |       |

|  |  |
| --- | --- |
| 1. Percentage of managerial and technical staff having diplomas/degrees with a minimum of 5 years’ experience (of total workforce)
 |      % |
|  |  |
| 1. Number of staff with post graduate (ie. Masters / PhD) qualifications.
 |       |
|  |  |
| 1. In addition to fulltime employees as mentioned in above table, provide number of workers outsourced (not under company’s payroll).
 |       |
| Name of outsourced company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |

1. 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 |
| 1. Managerial Staff
 |  |  |  |  |  |  |  |  |
| 1. Company Directors
 |       |       |       |       |       |       |       |       |
| 1. Department Managers
 |       |       |       |       |       |       |       |       |
| 1. General Managers
 |       |       |       |       |       |       |       |       |
| 1. Senior Project Managers
 |       |       |       |       |       |       |       |       |
| 1. Architect
 |       |       |       |       |       |       |       |       |
| (f) Engineers |       |       |       |       |       |       |       |       |
| 1. Others (Please specify)
 |       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |       |
| 1. Technical & Supervisory Staff
 |  |  |  |  |  |  |  |  |
| 1. Assistant Project Managers
 |       |       |       |       |       |       |       |       |
| 1. Project Executive
 |       |       |       |       |       |       |       |       |
| 1. Accountant and Auditors
 |       |       |       |       |       |       |       |       |
| 1. Human Resource Personnel
 |       |       |       |       |       |       |       |       |
| 1. Sales & Marketing Personnel
 |       |       |       |       |       |       |       |       |
| 1. Quantity Surveyor Personnel
 |       |       |       |       |       |       |       |       |
| 1. Others (Please specify)
 |       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |       |
| 1. Clerical & Other Support Staff
 |  |  |  |       |       |       |       |  |
| 1. Secretaries
 |       |       |       |       |       |       |       |       |
| 1. Administrative Clerk
 |       |       |       |       |       |       |       |       |
| 1. Draughtman
 |       |       |       |       |       |       |       |       |
| 1. Accounting & Financing Clerk
 |       |       |       |       |       |       |       |       |
| 1. Site Supervisor
 |       |       |       |       |       |       |       |       |
| 1. Site Clerk
 |       |       |       |       |       |       |       |       |
| 1. General Worker
 |       |       |       |       |       |       |       |       |
| 1. Security Officer
 |       |       |       |       |       |       |       |       |
| 1. Others (Please specify)
 |       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |       |
| **TOTAL** |  |  |  |  |  |  |  |  |

1. **Project Impact**

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

1. **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.

|  |
| --- |
| 1. 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:

|  |  |
| --- | --- |
|  | Job function |
|  | Minimum academic/professional qualification required |
|  | Minimum period of experience required |
|  | Justification for request |
|  | Proposed training scheme for Malaysian personnel to fill the relevant posts |

1. 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

1. Attach company’s organisational chart/structure indicating position(s) of

 existing/approved expatriate post(s).

1. **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**

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