|  |  |  |
| --- | --- | --- |
|  | **APPLICATION FOR TAX INCENTIVE FOR** **MWC DEVELOPER IN MINES WELLNESS CITY (MWC)** | **DOCUMENT CHECKLIST** |

|  |
| --- |
| **DOCUMENT CHECKLIST** |
| **Name of company :** | **Please****(√) once completed** | **Remarks****(for MIDA use only)** |
|  | Three (3) sets of completed application form |  |  |
|  | Form 9 - Companies Act, 2016 (Certificate of Incorporation of Private Company)  |  |  |
|  | Form 24 - Companies Act, 2016 (Relevant forms reflecting paid up capital) |  |  |
|  | Form 44 - Companies Act, 2016 (Notice of Situation of Registered Office) |  |  |
|  | Form 49 - Companies Act, 2016 (Particulars of Directors, Managers and Secretaries) |  |  |
|  | Memorandum and Articles of Association |  |  |
|  | Joint venture agreement with Country Heights Group of Companies (CHGroup) (if applicable) |  |  |
|  | Certified true copy of Land Lease Title(s)\*  |  |  |
|  | Certified true copy of Sales & Purchase / Lease Agreement indicating parcel(s) of land(s) in approved Mines Wellness City intended for development |  |  |
|  | Proof of payment (partial or full payment) for the purchase consideration as stipulated in the Sales & Purchase agreement  |  |  |
|  | Project development plan, marketing kit, layout and building plan (if applicable) and organizational chart of company  |  |  |
|  | Completed cost benefit analysis template and relevant financial projection documents |  |  |

|  |  |  |
| --- | --- | --- |
| midalogoNew_coloured |  | **www.mida.gov.my** |
|  | **MWC DEVELOPER FORM*****(15.05.2020)*** |  |

**APPLICATION FOR TAX INCENTIVE FOR**

**MWC DEVELOPER IN MINES WELLNESS CITY (MWC)**

|  |  |
| --- | --- |
| **A.** | **Type of incentive:** |
|  | (a) | Income tax exemption of 100% on the statutory income derived from ***[please tick either (i) or (ii)]*:** |  |
|  |  | 1. The disposal of any land rights and buildings in the MWC from year of assessment 2013 until 2023; **or**
 |  |
|  |  | 1. The rental of a building located in the MWC starting from year of assessment 2013 until 2026, and
 |  |
|  | (b) | Stamp duty exemption of 50% on instruments of acquisition and lease of land or building in the MWC executed from 1 January 2013 until 31 December 2023. |  |
| **B.** | **Type of business model:** |
|  | (a) | Build-and-sell (disposal);  |  |
|  | (b) | Build-and-lease (rental); or |  |
|  | (c) | Build-and-operate. |  |

|  |  |
| --- | --- |
| **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.: |  |
|  |  |  |  |  |  |
|  |  |  |

1. **Company Status**

*Please tick applicable boxes*

|  |  |
| --- | --- |
| 1. The company is newly incorporated and / or has not commenced any operations since its incorporation
 |  [ ]  Yes [ ]  No |
| 1. Incentive approved by 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 the type of incentive applied for:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1. If approved, please provide a copy of each of the approval letter, conditions and effective date of the incentive.
 |
| 1. Kementerian Perumahan dan Kerajaan Tempatan (KPKT) is responsible for the information Blacklist Housing Development on a number of offences under the Housing Development (Control and Licensing) Act 1966 [Act 118].
 |
| 1. Blacklist Housing Developers Without License
 | [ ]  Yes [ ]  No |
| 1. Blacklist Default Developer Award Homebuyer Claims Tribunal (Tribunal)
 | [ ]  Yes [ ]  No |
| 1. Failure to Pay Developer Blacklist Compound
 | [ ]  Yes [ ]  No |
| 1. Blacklist Developers Involved With Abandoned Housing Projects Act 1966 [Act 118].
 | [ ]  Yes [ ]  No |

1. **Corporate Structure**

1. 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. Please note that the information is required to enable the Government to undertake the appropriate manpower planning to meet the specific manpower needs of companies proposing to establish projects in Malaysia.

|  |  |
| --- | --- |
| 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 with a minimum of 5 years’ experience (of the total workforce)
 |      % |
|  |  |
| 1. Number of staff with Post Graduate (ie. Masters / PhD) qualifications.
 |       |
|  |  |
| 1. In addition to the fulltime employees as mentioned in the above table, please provide the number of workers which are outsourced (not under the
 |       |
| company’s payroll) |  |

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. **Proposed Development Project**
2. The proposed development project in Mines Wellness City (MWC) highlighting the project, its theme, components and main features and its proposed location / address

|  |
| --- |
|                             |

|  |  |
| --- | --- |
| Supporting documents needed: |  *Please tick applicable boxes* |
| 1. Attach together the proposed layout and building plans to support the description of the project submitted to the local authorities.
 |  [ ]  Yes [ ]  No |
| 1. Please provide detailed timeline for the various phases of development in a separate sheet of paper.
 |  [ ]  Yes [ ]  No |

1. **Particulars of Proposed Development Project**

|  |  |
| --- | --- |
| * + 1. Please select the relevant components of the project:

  | *Please tick applicable boxes* |
| * Residential Development
 | [ ]  |
| * Commercial Development
 | [ ]  |
| * Hotel / Resort Development
 | [ ]  |
| * Hospital / Wellness Centre
 | [ ]  |
| * Others, please specify:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  | [ ]  |

|  |  |
| --- | --- |
| * + 1. Residential Development
 |  |
| * + - * 1. Please select type of Residential Development:

 *Please tick applicable boxes* |
| 1. Township
 | [ ]  |
| 1. High-rise Apartment / Condominium
 | [ ]  |
| 1. Housing Scheme / Terrace House
 | [ ]  |
| 1. Others, please specify:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | [ ]  |
|  |  |
| ii. | Type of Units | No. of Units | Unit Size ($ft^{2}$) | Selling Price (RM) |
|  |       |       |       |       |
|  |       |       |       |       |
|  |       |       |       |       |
|  |       |       |       |       |
|  |       |       |       |       |
|  |       |       |       |       |
|  |

|  |  |
| --- | --- |
| * + 1. Commercial Development
 |  |
| * + - * 1. Please select type of Commercial Development:

 *Please tick applicable boxes* |
| 1. Shop Offices
 | [ ]  |
| 1. High-rise Office
 | [ ]  |
| 1. Shopping Complex
 | [ ]  |
| 1. Mix Development / SOHO
 | [ ]  |
| 1. Others (Please specify):

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | ☐      |
|  |  |
|  | Type of Units | No. of Units | Unit Size ($ft^{2}$) | Selling Price (RM) |
|  |            |       |       |       |
|  |            |       |       |       |
|  |            |       |       |       |
|  |            |       |       |       |
|  |            |       |       |       |
|  |  |  |  |  |
|  |

|  |  |
| --- | --- |
| * + 1. Hotel / Resort Development (if applicable)
 |  |
| 1. Please select type of Hotel / Resort Development:

*Please tick applicable boxes* |
| 1. Hotel
 | [ ]   |
| 1. Resort
 | [ ]   |
| 1. Others (Please specify):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | ☐ |
|  |  |
| 1. Hotel / Resort Standard (Star)
 |  \_\_\_ Star |
|  |  |
| * + 1. Others Development (Please specify)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |

1. **Project Cost**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Fixed Assets\*** | **20…..****RM‘000** | **20…..****RM‘000** | **20….. RM‘000** | **20….. RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** |
| Land (Please specify area in hectares):     hectare |       |       |       |       |       |       |       |       |       |       |
| Building and other build-up facilities(Please specify built-up area in $m^{2}$):      $m^{2}$ |       |       |       |       |       |       |       |       |       |       |
| Plant & Machinery |       |       |       |       |       |       |       |       |       |       |
| Furniture and Furnishing |       |       |       |       |       |       |       |       |       |       |
| Other Equipment |       |       |       |       |       |       |       |       |       |       |
| Other Assets |       |       |       |       |       |       |       |       |       |       |
| **TOTAL FIXED ASSETS** |       |       |       |       |       |       |       |       |       |       |
| Pre-operational expenditure |       |       |       |       |       |       |       |       |       |       |
| Working Capital |       |       |       |       |       |       |       |       |       |       |
| **TOTAL PROJECT COST** |       |       |       |       |       |       |       |       |       |       |
| **\*If assets are rented / lease, please indicate the annual cost of rental / lease** |
| **Assets** | **20…..****RM‘000** | **20…..****RM‘000** | **20…..** **RM‘000** | **20…..** **RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** | **20…..****RM‘000** |
| Land(Please specify area in hectares):     hectare |       |       |       |       |       |       |       |       |       |       |
| Building and other build-up facilities(Please specify built-up area in $m^{2}$):     $m^{2}$ |       |       |       |       |       |       |       |       |       |       |
| Plant & Machinery |       |       |       |       |       |       |       |       |       |       |
| Furniture and Furnishing |       |       |       |       |       |       |       |       |       |       |
| Other Equipment |       |       |       |       |       |       |       |       |       |       |
| Other Assets |       |       |       |       |       |       |       |       |       |       |
| **TOTAL RENTAL / LEASE** |       |       |       |       |       |       |       |       |       |       |

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%** |
| Name of Company No.2 |       |
| Bumiputera |     |
| Non-Bumiputera |     |
| Foreign nationals / companies (Specify name & nationality / country of origin)\* |     |
| *
 |     |
| *
 |     |
| **TOTAL** | **100%** |
| Name of Company No. 3 |       |
| Bumiputera |     |
| Non-Bumiputera |     |
| Foreign nationals / companies (Specify name & nationality / country of origin)\* |     |
| *
 |     |
| *
 |     |
| **TOTAL** | **100%** |
|  |  |
| **Details of ultimate holding company :** |  |
| **- Name****- Country of incorporation** |  |
| **Please provide the group corporate structure** |

1. **Date of Commencement of Construction**

|  |  |
| --- | --- |
| 1. Date of commencement of construction
 |   |
|  |  |
| 1. Expected date of completion of project
 |  |

1. **Financial Projections**
2. Please complete corresponding Cost Benefit Analysis Template **(Refer Attachment I).**
3. Estimated total Gross Development Value and Gross Development Cost for the proposed development project for a 10 year period (RM):-

|  |  |
| --- | --- |
|  | GDV RM  |
|  |  |
|  | GDC RM  |

  ***(Please provide supporting calculation as to how the figure is derived)***

1. Estimated tax saving on profits from the disposal of part or whole of the land (per (a) above) or rental or sale of building within the approved MWC (in RM):

|  |  |
| --- | --- |
|  | RM  |

*(this figure represents corporate tax that would be payable in the absence of the tax incentive)*

 ***(Please provide supporting calculation as to how the figure is derived)***

1. **Project Impact Assessment**

|  |
| --- |
| **A. INFORMATION ON COMPANY BASIS – for the whole operation** |
| 1. **Holding / Parent Company**
 |
| Company Name | Country of Origin | Activity | Ranking | Market Share |
|  |  |  | *Fortune 500 / Forbes Global 2000 / Malaysia 100* | *Top 5 in Global / Asia Pacific / ASEAN / Malaysia* |
| 1. **Applicant Company**
 |
| 1. Financial performance for the last 3 years (for existing company applying for grant only):
 |
|  | Year 1 (RM) | Year 2 (RM) | Year 3 (RM) |
| Revenue |  |  |  |
| Cost of sales |  |  |  |
| Gross profit |  |  |  |
| Administrative expenditure and other operational expenditure |  |  |  |
| Profit (Loss) before tax |  |  |  |
| Tax |  |  |  |
| Net profit (loss) |  |  |  |
| Reserve |  |  |  |
| 1. Labour productivity at enterprise level

***Year 1*** *refers to:*1. *New company – first year of the company starts the operation of its new project*
2. *Existing company – first year of the company start the operation of its expansion/diversification project*

***EBITDA****: Earning Before Interest + Tax + Depreciation + Amortization****Labour Cost****: Wages and salaries (including commisions, bonuses and benefits), remuneration and EPF/SOCSO paid by employers****Employment****: All categories of employees, including working directors/propreitors/partners, unpaid family workers and part-time workers* |
|  | Existing (latest financial year) | Year 1 | Year 2 | Year 3 |
| EBITDA (RM) |  |  |  |  |
| Labour Cost (RM) |  |  |  |  |
| No. of Employment |  |  |  |  |
| Labour Productivity (RM/worker)$$\frac{EBITDA+Labour Cost}{Employment}$$ |  |  |  |  |
| **B. INFORMATION ON PROJECT BASIS – for the proposed project only** |
| 1. **Estimated Revenue / Profit Before Tax**

*\*Year 1 refers to the first assessment year where the company starts its commercial operation**\*\*Revenue received by the applicant for services rendered to non-residents in the country and/or abroad* |
|  | Year 1\* | Year 2 | Year 3 | Year 4 | Year 5 |
| Revenue (RM) |  |  |  |  |  |
| * Percentage of Export\*\*
 |  |  |  |  |  |
| * Export destination (country)
 |  |  |  |  |  |
| Profit Before Tax (RM) |  |  |  |  |  |
| 1. **Capital Expenditure (CAPEX)**

*\*Value must be same as in the application form (fixed assets excluding land and building)**\*\*Local purchase – machinery & equipment are manufactured in Malaysia* |
| Machinery & equipment, furniture & fittings and other fixed assets(including warehouse and transportation equipment, medical devices, ICT equipment/Industry 4.0 - hardware and software, and other equipment used directly in the project) | Value\* (RM) | Percentage of local purchase\*\* (%) |
|  |  |
| Please indicate if the company invests in automation/digitalisation/Industry 4.0: |
|  | Value (RM) | Source of Technology (Malaysia or other countries) |
| Automation – machinery & equipment (technology by which a process or procedure is performed with minimal human assistance) |  |  |
| Digitalisation - information technology equipment (computers and related hardware); communications equipment; and software (includes acquisition of pre-packaged software, customised software and software developed in-house) |  |  |
| Industry 4.0 - big data analytics, autonomous robots, simulation, industrial internet of things, cyber security, horizontal and vertical system integration, cloud computing, additive manufacturing, augmented reality, artificial intelligence |  |  |
| 1. **Pre-operational Expenditure (Pre-OPEX)**

*\*Pre-operational refers to expenditures incurred prior to the commencement of operations. The value must be same as in the application form**\*\*Local spending – Payment made by company (applicant) for utilising services provided by resident companies and bodies of persons.* |
| Pre-operational Expenditure\* (*Examples: feasibility study, market research or survey)* | Value\* (RM) | Percentage of local spending\*\* (%) |
|  |  |
| 1. **Operational Expenditure (OPEX)**

*Note:*1. *Local spending – Payment made by company (applicant) for utilising services provided by resident companies and bodies of persons (including salary & wage paid to local employees)*
2. *Local Supplier – Sole proprietorship, partnership and locally incorporated company or by foreign company registered under the Companies Act 1965/Companies Act 2016 that supply services to their clients*
3. *Operating expenditure* ***represent daily expenses*** *to run a business and not directly associated with production. The expenditure* ***exclude*** *the cost of production or cost of goods sold such as direct labour, direct materials, rent of production facilities, depreciation of production equipment and facilities, maintenance and repair of production equipment and facilities, utility cost for production facilities, interest expenses etc.*
 |
| Type | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
| Transportation services |  |  |  |  |  |
| Banking services |  |  |  |  |  |
| Insurance services |  |  |  |  |  |
| Legal services |  |  |  |  |  |
| Information & Communication Technology (ICT) services |  |  |  |  |  |
| Salary and wages |  |  |  |  |  |
| Others (such as rental, utilities, sales & marketing other professional services) Please specify:(i)(ii)(iii) |  |  |  |  |  |
| Total |  |  |  |  |  |
| Percentage of local spending (%) |  |  |  |  |  |
| 1. **Productivity Related Expenses**

*Note: this expenses is not included in OPEX**\*Note:** *Automation – technology by which a process or procedure is performed with minimal human assistance*
* *Digitalisation – information technology equipment (computers and related hardware); communications equipment; and software (includes acquisition of pre-packaged software, customised software and software developed in-house)*
* *Industry 4.0 – big data analytics, autonomous robots, simulation, industrial internet of things, cyber security, horizontal and vertical system integration, cloud computing, additive manufacturing, augmented reality, artificial intelligence*
* *Intellectual Property (IP) refers to patents, trademarks, copyrights, industrial processes and designs, trade secrets, and franchises*
* *Research and development (R&D) means any systematic or intensive study carried out in the field of science or technology with the object of using the results of the study for the production or improvement of materials, devices, products, produce or processes.*
 |
| Type | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
| Automation/Digitalisation/ Adoption of Industry 4.0 (non-CAPEX) |  |  |  |  |  |
| Intellectual Property (IP):* Charges for the use of IP
* Cost of registration and filing of IP
 |  |  |  |  |  |
| Research and development activities |  |  |  |  |  |
| Training of employees |  |  |  |  |  |
| 1. **Productivity Related Activities**
 |
| 1. Automation/Digitalisation/Adoption of Industry 4.0:
 |
|  | Name of Machinery/Equipment/ Hardware/Software | Function |
| Automation |  |  |
| Digitalisation |  |  |
| Adoption of Industry 4.0 |  |  |
| 1. Intellectual Property (IP):
 |
| 1. Using of IP
 |
| Type of IP | Owner of IP | Country |
|  |  |  |
| 1. Registration and filing of IP
 |
| Type of IP | Developed | Filed | Registered |
|  | Yes / No*If ‘Yes” – name of country* | Yes / No*If ‘Yes” – name of country* | Yes / No*If ‘Yes” – name of country* |
| 1. Generation of IP income
 |
| Type of IP | Annual Income (RM) |
|  |  |
| 1. Research & Development Activities
 |
| Name of R&D activities | In-house*(No. of R&D staff)* | Outsourcing to local incorporated companies*(Name of companies)* | Collaboration with local universities/research institutes*(name of local universities/research institutes)* |
|  |  |  |  |
| 1. Training of employees
 |
| Type of Training | No. of Malaysian Employee | In-house / external / overseas training | Collaboration with local universities/training institutes*(name of local universities/training institutes)* |
|  |  |  |  |
| 1. **Other Social & Environmental Measures**
 |
|  | Yes / No | Details |
| Industry-Academia Collaboration (other than R&D and training) |  | *Type of collaboration and no. of collaboration per year* |
| Structured Internship Programme for local students |  | *No. of students per year and qualification* |
| Apprenticeship Programme for local student |  | *No. of students per year and qualification* |
| Corporate Social Responsibility (such as scholarship, sponsorship, infrastructure development, contribution, etc) |  | *Type of CSR and no. of CSR per year* |
| Implement energy saving through energy efficiency or renewable energy or green building |  | *Type of energy saving and amount of saving per year* |
| Undertake recycling activity |  | *Type of recycling activity* |
| Utilisation of recycled materials |  | *Type of materials and source (Malaysia or other countries)* |
| Environment pollution (air, water, etc) |  | *If produce pollution, type of pollution control equipment installed* |

1. **Declaration**

|  |  |  |  |
| --- | --- | --- | --- |
| I , |   | , the  |  |
|  | (full name) |  | (designation) |
| of |   |

|  |  |
| --- | --- |
| (i)  | (name of company)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. Please provide information on a separate sheet of paper if space is insufficient. |