

Faiirose Khan Salim Khan

From: HRDCorp NoReply <noreply@notifications.hrdcorp.gov.my>
Sent: Tuesday, 21 April, 2026 10:47 AM
To: Faiirose Khan Salim Khan
Subject: [EXTERNAL] Grant Approval for Grant Ref: 25046T_26_1654

Pembangunan Sumber Manusia Berhad (545143-D)

Kementerian Sumber Manusia
Wisma HRD Corp
Jalan Beringin
Bukit Damansara
50490 Kuala Lumpur
Tel :- 1 300 88 4800

AFFIN BANK BERHAD

TINGKAT 19 MENARA AFFIN,
LINGKARAN TRX,
TUN RAZAK EXCHANGE,
55188 - KUALA LUMPUR,
Kuala Lumpur, Malaysia

Sir / Madam,

TRAINING GRANT APPLICATION UNDER PEMBANGUNAN SUMBER MANUSIA ACT **HRD Corp Claimable Courses**

PROGRAMME NAME : MEF Secretary Conference 2026

DATE OF PROGRAM : **From** : 29/04/2026 **To** : 30/04/2026

APPLICATION NUMBER : 25046T_26_1654

Referring to your application received on the 20/04/2026.

2. Please be advised that this **CONDITIONAL APPROVAL** is subjected to the registered employer's self-declaration and the current rules and regulations of PSMB. Any appeal must be submitted within 1

- 2) PSMB officer is allowed to check the documents and accounts of any employer at any time when necessary.
- 3) Employers are required to keep the training records for the purpose of examination by PSMB officer.
- 4) PSMB Officer reserve the right to verify the program conducted as in the application submitted by the employer.
- 5) PSMB reserve the right to take action against employers who do not comply with the terms and conditions highlighted.
- 6) Employer is to ensure the Training Provider, Trainer or Organiser complies with all relevant SOPs and Guidelines issued by National Security Council (NCS), PSMB or any other government agencies during the training.
- 7) Employer hereby agrees that the CONDITIONAL APPROVAL for this application is subject to their declaration that they have attached the required relevant supporting documents i.e. Course Content with schedule, Trainer's Profile and Quotation/document indicating fee in the online application and further agree that this approval is subject to the finding of PSMB's officer during their training verification to employer's premise and/or training place (as and when needed).
- 8) The employer has also declared that all information submitted through the online application is at all times true, accurate, correct, updated, complete and complies with the HRD Corp Allowable Cost Matrix and other relevant terms and conditions as PSMB may deem fit.

TERMS AND CONDITIONS FOR CLAIMS APPLICATION FOR THE FOLLOWING SCHEMES UNDER PEMBANGUNAN SUMBER MANUSIA BERHAD 2001 (ACT 612)

- 1) Trainees must attend at least 75% from the total duration of the training.
- 2) Claim for reimbursement shall be made after the completion of training program by submitting claims online.
- 3) The rate of financial assistance will be reducing if there is a reduction in the price or number of trainees during training.
- 4) The amount of the claims reimbursement for Training Grant may not exceed the grant approval and levy balance.
- 5) All expenses claimed must be borne by the employer. Any expense that receives financial assistance from other agencies is not claimable.
- 6) All copies of receipts of expenditures in related to training must be submitted together with claim application.
- 7) Please be informed that action will be taken if Training Provider and/or Employer submit false or inaccurate claims. HRD Corp will conduct investigation on any irregularities in the claim which may result delay in payment.

8) Any discrepancy or non-compliance found during the Claim submission may result in the payment to be withheld until they are resolved or will be rejected on a case-to-case basis. In the event that PSMB rejects the claim, PSMB shall not be liable and/or held responsible for any cost, losses or damages suffered by the employer or training provider or any other party.

For more information, please visit our [HRD Corp Support Centre](#) page.

Approved Date : 21/04/2026

[Click here to Login into HRDCorp system](#)

[EXTERNAL EMAIL] Do not click any link and do not open attachments unless you can confirm the sender.
PLEASE REPORT SUSPICIOUS EMAILS TO AFFIN CYBERSECURITY.