

# FAQ – WEBINAR ORGANISED BY PERSATUAN PEGAWAI KANAN KASTAM MALAYSIA (PERKASA)

**1. Course conduct in BM/English?**

Course will be conducted in English.

**2. Have to pay first then claim?**

All fees must be paid before the date of the webinar.

**3. Accessible overseas?**

Yes, it's accessible everywhere and anywhere via the Zoom App.

**4. Supporting documents to claim from HRDF**

After confirmation of registration, we will email you following documents:

- i) Invoices
- ii) Confirmation of seats
- iii) Brochure Webinar
- iv) The Approval letter from HRDCorp for PERKASA

**5. When can I get an invoice or receipts?**

Invoice will be emailed after registration is received.

Receipts will be emailed after payment has been verified.

**6. When will the participant receive link zoom?**

Link zoom will be emailed two (2) days before the event. Only participants who have been paid will receive link webinar via email.

**7. When will the participant receive an e-Certificate?**

The participant will receive an e-Certificate via email after the event ends.

**8. HRDF Claimable?**

This webinar is HRDF Claimable. However, **it is subject to HRDF Approval.**

Application / Submission via eTRIS **must be submitted BEFORE the event date.**

Kindly note that PERKASA is a **non-registered training provider**. So the company has to apply for grants under **Skim Bantuan Latihan (SBL)** only through e-TRIS System.

- Select Non-Registered Training Provider Details – Association.
- Remote Online Training (Public) / eLearning
- Tick NO on Micro Credential Course
- Attached is the approval letter from HRDCorp (will be provided by PERKASA after registration has been confirmed).

Please note that this HRDF Claimable is subject to HRDF Approval.

**Kindly make a payment to us before the event.**

**Please be informed that the course is under normal SBL Scheme but not SBL Khas since we are not registered training providers at HRDF. The Company has to make the payment to the training provider and then claim back from HRDF.**

## **HOW TO CLAIM FROM HRDF?**

**(Kindly make a registration & apply HRDF through eTRIS before the event & The fees shall be paid by you before the event)**

### TRAINING GRANT APPLICATION THROUGH e-TRIS SYSTEM

#### **~ Subject to approval by HRD Corp**

~ Submission via eTRIS under Skim Latihan Bersama (SLB) must be submitted by employers BEFORE the training commences.

~ Online application through eTRIS system.

~ Documents required:

1) Invoice

2) Course Content

3) Trainer Profile

4) HRDCorp approval letter for PERKASA

(These documents will be provided by us after registration is received through google form).

~ After receiving approval from HRD Corp, claims need to be submitted by you after completion of training with supporting documents (1) Invoice and (2) Receipt. This document will be provided by us after payment has been made.

~ Kindly refer to HRD Corp Guideline

[https://drive.google.com/file/d/1C71Okghas5Vktkj8ZsPiWQCB-W4cOPcU/view?usp=share\\_link](https://drive.google.com/file/d/1C71Okghas5Vktkj8ZsPiWQCB-W4cOPcU/view?usp=share_link)

**THANK YOU FOR YOUR SUPPORT!!!**

Warm Regards

PERSATUAN PEGAWAI KANAN KASTAM MALAYSIA