PEMBANGUNAN SUMBER MANUSIA BERHAD
(545143-D)
KEMENTERIAN SUMBER MANUSIA







ANNUAL REPORT
2007
LAPORAN TAHUNAN

QUALITY SYSTEM SIRIM
STANDARDS MALAYSIA
MS ISO/IEC GUIDE 62 : 1999
QS 0212/1999 CB 01
CERTIFIED TO ISO 9001 : 2000
CERT NO. : AR 1483

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Notice Of The Seventh Annual General Meeting
Notis Mesyuarat Agung Tahunan Ketujuh

NOTICE IS HEREBY GIVEN THAT THE SEVENTH ANNUAL GENERAL MEETING OF PEMBANGUNAN SUMBER MANUSIA BERHAD WILL BE HELD AT PEMBANGUNAN SUMBER MANUSIA BERHAD, LEVEL 1, WISMA PSMB, JALAN BERINGIN, DAMANSARA HEIGHTS, 50490 KUALA LUMPUR ON 24 JUNE 2008 AT 11:00 AM FOR THE FOLLOWING PURPOSES:

Agenda

1. To receive and adopt the Financial Statements for the year ended 31 December 2007 and the Reports of the Directors and Auditors thereon. **(Resolution 1)**
2. To reappoint Messrs. KPMG as Auditors and to authorize the Directors to fix their remuneration. **(Resolution 2)**
3. To transact any other ordinary business.

BY ORDER OF THE BOARD

AMIRNUDDIN BIN MAZLAN
Secretary
Kuala Lumpur

10 June 2008

Note : 1. Under the Articles of Association of the Company, attendance at Annual General Meetings shall be in person.

DENGAN INI DIMAKLUMKAN BAHAWA MESYUARAT AGUNG TAHUNAN PEMBANGUNAN SUMBER MANUSIA BERHAD YANG KETUJUH AKAN DIADAKAN DI PEMBANGUNAN SUMBER MANUSIA BERHAD, TINGKAT 1, WISMA PSMB, JALAN BERINGIN, DAMANSARA HEIGHTS, 50490 KUALA LUMPUR PADA 24 JUN 2008 JAM 11:00 PAGI UNTUK URUSAN-URUSAN BERIKUT:-

Agenda

1. *Menerima dan meluluskan Penyata Kewangan yang diaudit bagi tahun berakhir 31 Disember 2007 dan Laporan Para Pengarah dan Juruaudit.* ***(Resolusi 1)***
2. *Melantik semula Tetuan KPMG sebagai Juruaudit Syarikat dan memberi kuasa kepada Para Pengarah untuk menetapkan bayaran khidmat mereka.* ***(Resolusi 2)***
3. *Mengurus sebarang urusan biasa lain.*

DENGAN PERINTAH LEMBAGA PENGARAH

AMIRNUDDIN BIN MAZLAN
Setiausaha
Kuala Lumpur

10 Jun 2008

Nota : 1. Di bawah Artikel Persatuan Syarikat, Ahli tidak dibenarkan menghantar proksi untuk menghadiri Mesyuarat Agung Tahunan.

MESSAGE FROM THE MINISTER OF HUMAN RESOURCES / PERUTUSAN MENTERI SUMBER MANUSIA



"There is no prescription for how a country creates such a culture (of knowledge) . . . But government does have a role – a role in education, in encouraging the kind of creativity and risk taking that the scientific entrepreneurship requires, in creating the institutions that facilitate ideas being brought into fruition and a regulatory and tax environment that rewards this kind of activity."

. . . Joseph E. Stiglitz, Nobel Prize Lecture, 2001

Y.B. Datuk Seri Dr. Fong Chan Onn
Minister of Human Resources / *Menteri Sumber Manusia*

The economic landscape in the country has changed dramatically to a knowledge-based and we can expect greater competition with the emergence of China and India as economic powerhouses. Information and Communications Technology has changed the speed and spread of knowledge and transactions. Malaysia is now an open trading economy participating in an extremely competitive and fast moving global marketplace.

The country ranks high in most of the industrial development indicators and has maintained one of the highest shares of high-tech exports in the world for the past 10 years. To sustain its competitive edge, Malaysia needs an economy where science, technology and engineering are integrated into the production process and where creativity, innovation, knowledge and design capabilities are embodied in well-educated and skilled workers who are the main source of national development and progress.

The Government has introduced a new policy direction for Human Capital Development in the Ninth Malaysia Plan to strengthen the country's position in the world economy. The strategy requires bold innovation in many sectors. The Ministry of Human Resources, through Pembangunan Sumber Manusia Berhad (PSMB), plays an important role in this initiative, especially in the introduction of training and retraining modules that are relevant to the new economy.

I am happy to note that PSMB has shown a remarkable achievement in the year 2007 as reflected in this Annual Report. Having said that, PSMB will have to take cognizance of emerging areas and act accordingly to ensure that its services are consistent with the changing needs of the industry and workers. I am confident that PSMB will take up this challenge and continue to upgrade its services to achieve its vision.



Y.B. Datuk Seri Dr. Fong Chan Onn
Minister of Human Resources /
Menteri Sumber Manusia

Landskap ekonomi negara telah berubah secara dramatik kepada ekonomi yang berasaskan pengetahuan dan kita boleh menjangkakan persaingan yang hebat dengan kemunculan negara China dan India sebagai gergasi ekonomi. Teknologi Maklumat dan Komunikasi telah mengubah kepantasan dan penyebaran pengetahuan dan transaksi. Malaysia yang mengamalkan ekonomi terbuka kini berhadapan dengan persekitaran persaingan dan kemajuan dunia yang pesat.

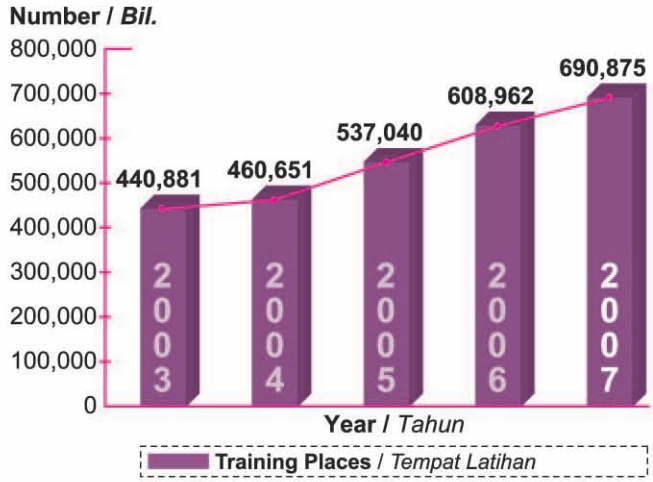
Negara kita berada di kedudukan yang tinggi dalam kebanyakan petunjuk pembangunan perindustrian dan kekal sebagai antara penyumbang terbesar dunia dalam eksport teknologi tinggi bagi tempoh 10 tahun yang lepas. Untuk mengekalkan daya saingnya, Malaysia memerlukan ekonomi dimana sains, teknologi dan kejuruteraan disepadu dalam proses pembuatan dalam mana kreativiti, inovasi, pengetahuan dan keupayaan merekabentuk terjelma dari pekerja berpendidikan tinggi dan berkemahiran menjadi sumber utama memacu kemajuan dan pembangunan negara.

Kerajaan telah memperkenalkan halatuju dasar baru bagi Pembangunan Modal Insan di bawah Rancangan Malaysia ke Sembilan untuk memperkukuhkan kedudukan negara dalam ekonomi dunia. Strategi ini memerlukan inovasi yang ketara di kebanyakan sektor. Kementerian Sumber Manusia, melalui Pembangunan Sumber Manusia Berhad (PSMB) memainkan peranan penting dalam inisiatif ini, terutamanya dalam memperkenalkan modul latihan dan latihan semula yang relevan dengan ekonomi baru.

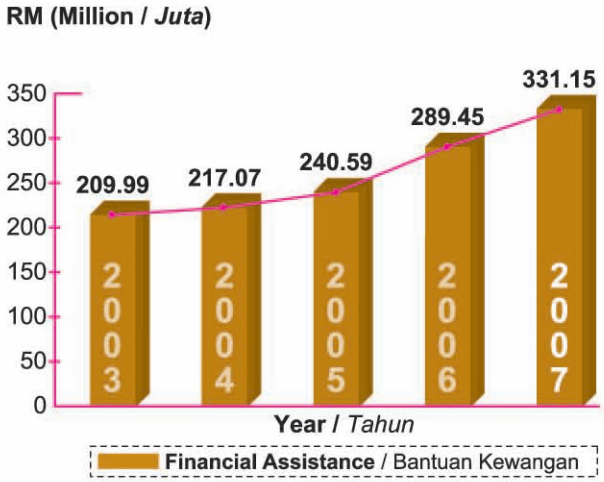
Saya dengan sukacitanya menyatakan bahawa PSMB telah menunjukkan prestasi yang amat memberangsangkan pada tahun 2007, seperti yang dinyatakan dalam Laporan Tahunan ini. Dengan itu, PSMB perlu mengambilkira isu-isu yang baru dan mengambil tindakan sewajarnya untuk memastikan aktiviti-aktiviti yang dijalankan bersesuaian selaras dengan keperluan dan perubahan kepada industri dan pekerja. Saya yakin PSMB akan dapat menghadapi cabaran ini dan menambahbaik perkhidmatannya secara berterusan untuk mencapai visinya.

Key Performance Indicators
Petunjuk Prestasi Utama

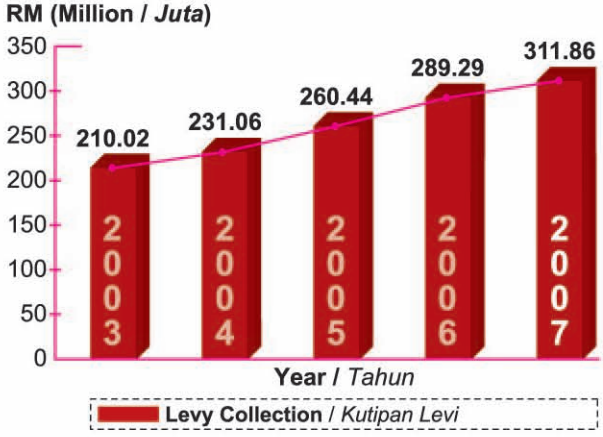
APPROVED TRAINING PLACES
TEMPAT LATIHAN DILULUSKAN



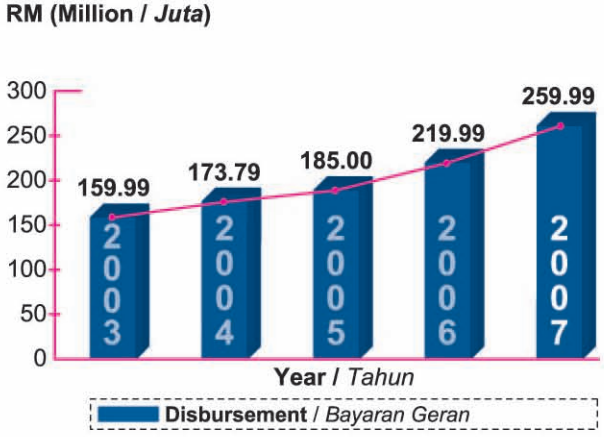
APPROVED FINANCIAL ASSISTANCE
BANTUAN KEWANGAN DILULUSKAN



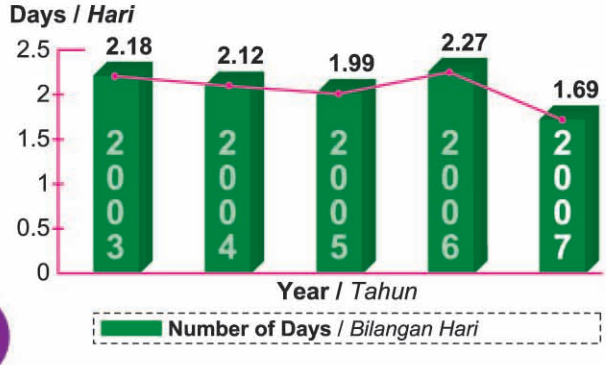
COLLECTION OF THE HUMAN RESOURCES DEVELOPMENT LEVY
KUTIPAN LEVI PEMBANGUNAN SUMBER MANUSIA



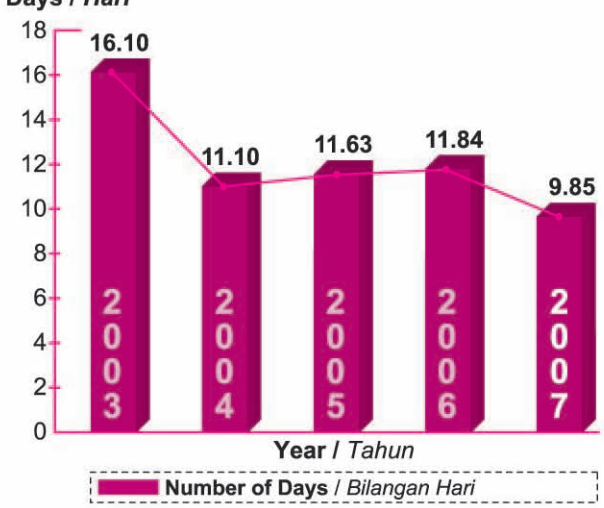
DISBURSEMENT OF TRAINING GRANT
BAYARAN GERAN LATIHAN



AVERAGE PROCESSING TIME FOR TRAINING GRANT APPLICATIONS
TEMPOH PURATA MEMPROSES PERMOHONAN GERAN LATIHAN



AVERAGE PROCESSING TIME FOR DISBURSEMENT OF TRAINING GRANT
TEMPOH PURATA MEMPROSES TUNTUTAN GERAN LATIHAN



Board Of Directors
Ahli Lembaga Pengarah



VISION

To become a leading human resource development institution

VISI

Untuk menjadi institusi pembangunan sumber manusia yang cemerlang

Board Of Directors (16 May 2005 – 15 May 2007) Ahli Lembaga Pengarah (16 Mei 2005 – 15 Mei 2007)

CHAIRMAN / *PENGERUSI*

Y. BHG. DATO' TAN YIK HUAY
Malaysian Textile Manufacturers Association (MTMA)

DEPUTY CHAIRMAN / *TIMBALAN PENGERUSI*

HAJI MOHD SHARIFF BIN HUSSIN
Ministry of Human Resources

BOARD MEMBERS / *AHLI LEMBAGA PENGARAH*

Y. BHG. DATUK YAU DE PIYAU
Pembangunan Sumber Manusia Berhad

Y. BHG. DATUK MUSTAFA BIN MANSUR
Federation of Malaysian Manufacturers (FMM)

Y. BHG. DATUK WONG KHEN THAU
Federation of Sabah Manufacturers (FSM)

Y. BHG. DATO' DR. SYED HUSSAIN BIN SYED HUSMAN
Malaysian Employers Federation (MEF)

Y. BHG. DATUK DR. NIK MOHD ZAIN BIN HAJI OMAR
Malaysian Shipowners' Association (MASA)

ENCIK LIM KOK BOON
Malaysian Plastics Manufacturers Association (MPMA)

Y. BHG. DATUK MOHD ILYAS BIN ZAINOL ABIDIN
Malaysian Association of Hotels (MAH)

ENCIK OR TAN TENG
Malaysian Rubber Products Manufacturers' Association (MRPMA)

ENCIK CHOONG YUKE SANG
Malaysian Mould and Die Association (MMADA)

Y. BHG. DATO' NIK ZAINIAH BINTI NIK ABDUL RAHMAN
National Productivity Corporation (NPC)

ENCIK MOHD HASHIMI BIN ABDUL HADI
Ministry of Youths and Sports

Y. BHG. DATUK HAJI MUSTAPAR BIN MUHAMAD
Ministry of Education

PUAN NOR YAHATI BINTI AWANG
Ministry of Finance

Y.B. SENATOR DATO' YIP KUM FOOK
Independent Member

HAJI MOHAMED YUSOP @ MOHAMED SHAFI
Independent Member



BOARD OF DIRECTORS (16 MAY 2007 – 15 MAY 2009)

CHAIRMAN / *PENGERUSI*

Y. BHG. DATO' FRANCIS HUANG CHANG HSUN
(16 May 2007 - 25 November 2007) (Not In Picture)
Federation of Malaysian Manufacturers (FMM)

DEPUTY CHAIRMAN / *TIMBALAN PENGERUSI*

1. **HAJI MOHD SHARIFF BIN HUSSIN**
   (Acting Chairman effective from 26 November 2007 – 31 January 2008)
   Ministry of Human Resources

BOARD MEMBERS / *AHLI LEMBAGA PENGARAH*

2. **Y. BHG. DATO' IR. TEO CHIANG KOK**
   (Chairman – From 1 February 2008)
   The Chinese Chamber of Commerce & Industry of Kuala Lumpur & Selangor (KLSCCCI)
3. **Y. BHG. DATUK YAU DE PIYAU**
   (16 May 2007 – 31 December 2007)
   Pembangunan Sumber Manusia Berhad
4. **Y. BHG. DATUK WONG KHEN THAU**
   Federation of Sabah Manufacturers (FSM)
5. **Y. BHG. PROF. DATO' DR. ABDUL HAKIM BIN JURI**
   University of Kuala Lumpur
6. **Y. BHG. DATO' HAJI YUSOFF BIN HARUN**
   Ministry of Education
7. **Y. M. RAJA DATO' ABD. AZIZ BIN RAJA MUDA MUSA**
   (From 1 February 2008)
   Federation of Malaysian Manufacturers (FMM)
8. **Y. BHG. DATO' EI KIM HOCK**
   Independent Member



AHLI LEMBAGA PENGARAH (16 MEI 2007 – 15 MEI 2009)

9. **ENCIK LIM KOK BOON**
Malaysian Plastics Manufacturers Association (MPMA)

10. **ENCIK OR TAN TENG**
Malaysian Rubber Products Manufacturers' Association (MRPMA)

11. **ENCIK CHUA THIAM WEE**
Small and Medium Industries Association of Malaysia

12. **ENCIK SEOW MEE CHEONG @ SEOW HON CHEONG**
Malaysian Textile Manufacturers Association (MTMA)

13. **ENCIK SEOW POON SHING**
Association of the Computer and Multimedia Industry of Malaysia (PIKOM)

14. **ENCIK ABDUL WAHAB BIN ABU BAKAR**
Malaysian Employers Federation (MEF)

15. **HAJI HASAN NUDIN BIN YEOP**
Majlis Amanah Rakyat (MARA)

16. **PUAN NOR YAHATI BINTI AWANG**
Ministry of Finance

17. **HAJI MOHAMED YUSOP @ MOHAMED SHAFI**
Independent Member

18. **ENCIK TIEW HAI SAN**
(From 1 January 2008)
Pembangunan Sumber Manusia Berhad

ALTERNATE MEMBERS *AHLI SILIH GANTI*	Encik Mohd Basari bin Abdul Gafar Encik Ahmad Zahir bin Mokhtar Encik Ahmad Tajudin bin Jab Puan Noraini binti Soltan Encik Chin Hon Meng Encik Teh Kee Sin Encik Lee Kok Kuan Encik Cheah Kok Hoong Encik Jeyaverasingam a/l Nadarajah Encik Abd. Rahim bin Hashim Encik Chai Woon Chew (until 31 January 2008 / *sehingga 31 Januari 2008*)
COMPANY SECRETARY *SETIAUSAHA SYARIKAT*	Encik Amirnuddin bin Mazlan
AUDIT COMMITTEE *JAWATANKUASA AUDIT*	Encik Lim Kok Boon (Chairman / *Pengerusi*) Encik Seow Hon Cheong Haji Hasan Nudin bin Yeop
ESTABLISHMENT & BENEFITS COMMITTEE *JAWATANKUASA PERJAWATAN & FAEDAH*	Encik Abdul Wahab bin Abu Bakar (Chairman / *Pengerusi*) Y. Bhg. Dato' Haji Yusoff bin Harun Encik Or Tan Teng
TENDER COMMITTEE A **(for acquisitions valued at RM20 million or more)** ***JAWATANKUASA TENDER A (bagi perolehan yang bernilai RM20 juta ke atas)***	Y. Bhg. Dato' Francis Huang Chang Hsun (Chairman / *Pengerusi*) (until 25 November 2007 / *sehingga 25 November 2007*) Y. Bhg. Prof. Dato' Dr. Abdul Hakim bin Juri Puan Nor Yahati binti Awang
TENDER COMMITTEE B **(for acquisitions valued less than RM20 million)** ***JAWATANKUASA TENDER B (bagi perolehan yang bernilai kurang daripada RM20 juta)***	Haji Mohd Shariff Bin Hussin (Chairman / *Pengerusi*) Y. Bhg. Datuk Wong Khen Thau Haji Mohamed Yusop @ Mohamed Shafi

APPROVED TRAINING PROGRAMME COMMITTEE
JAWATANKUASA PEMBERIAN TARAF PROGRAM YANG DILULUSKAN

Encik Shahril bin Hassan
(Chairman / *Pengerusi*)
Mejar (R) Van Weng Hong
Dr. Mohammad Naim bin Yaakub
(until 10 May 2006 / *sehingga 10 May 2006*)
En. Mohd Azmin Yusoff
(effective from 11 May 2007 / *mulai 11 Mei 2007*)
Haji Syed Hamdan bin Syed Sulaiman
Encik Burhanuddin bin Saidin
(until 7 October 2007 / *sehingga 7 Oktober 2007*)
Haji Ahmad Fadzil bin Mahmud
(effective from 8 October 2007 / *mulai 8 Oktober 2007*)
Cik Chan Siew Mei
Encik Chandra Mohan
Encik Ong Kian Yew
Puan Neela Palanisamy

INVESTMENT PANEL
PANEL PELABURAN

Y. Bhg. Dato' Francis Huang Chang Hsun
(Chairman / *Pengerusi*) (until 25 November 2007 / *sehingga 25 November 2007*)
Y. Bhg. Datuk Yau De Piyau
(until 31 December 2007 / *sehingga 31 Disember 2007*)
Y. Bhg. Dato' Ir. Teo Chiang Kok
Y. Bhg. Dato' Ei Kim Hock
Encik Abu Hassan Alshari bin Yahaya
Encik Mohd Adnan bin Md. Yazid
Dr. Lim Chee Shin
Encik Lee Wei Kiat

Members of the Panel of Domestic Inquiry, Disciplinary Committee and Disciplinary Appeal Committee for Deputy Chief Executive and Grade M1
Ahli Panel Siasatan Dalaman, Jawatankuasa Tatatertib dan Jawatankuasa Rayuan Tatatertib untuk Timbalan Ketua Eksekutif dan Gred M1

PANEL OF DOMESTIC INQUIRY ***PANEL SIASATAN DALAMAN***	Y. Bhg. Dato' Ir. Teo Chiang Kok Encik Lim Kok Boon Haji Hasan Nudin bin Yeop
DISCIPLINARY COMMITTEE ***JAWATANKUASA TATATERTIB***	Encik Abdul Wahab bin Abu Bakar (Chairman / *Pengerusi*) Y. Bhg. Dato' Haji Yusoff bin Harun Encik Or Tan Teng
DISCIPLINARY APPEAL COMMITTEE ***JAWATANKUASA RAYUAN TATATERTIB***	Y. Bhg. Dato' Francis Huang Chang Hsun (until 25 November 2007 / *sehingga 25 November 2007*) Y. Bhg. Prof. Dato' Dr. Abdul Hakim bin Juri Y. Bhg. Datuk Wong Khen Thau Encik Chua Tiam Wee Haji Mohamed Yusop @ Mohamed Shafi

Members of the Panel of Domestic Inquiry, Disciplinary Committee and Disciplinary Appeal Committee for Grades M2, M3 and M4
Ahli Panel Siasatan Dalaman, Jawatankuasa Tatatertib dan Jawatankuasa Rayuan Tatatertib untuk Gred M2, M3 dan M4

PANEL OF DOMESTIC INQUIRY ***PANEL SIASATAN DALAMAN***	Three General Managers of PSMB, with one being appointed as Chairman *Tiga ahli yang terdiri daripada Pengurus Besar PSMB di mana salah seorang dilantik sebagai Pengerusi*
DISCIPLINARY COMMITTEE ***JAWATANKUASA TATATERTIB***	Encik Abdul Wahab bin Abu Bakar (Chairman / *Pengerusi*) Y. Bhg. Dato' Haji Yusoff bin Harun Encik Or Tan Teng
DISCIPLINARY APPEAL COMMITTEE ***JAWATANKUASA RAYUAN TATATERTIB***	Haji Mohd Shariff Bin Hussin Encik Seow Poon Shing Puan Nor Yahati binti Awang

Members of the Panel of Domestic Inquiry, Disciplinary Committee and Disciplinary Appeal Committee for Grades M5, M6, C1, C2, C3, C4 and C5
Ahli Panel Siasatan Dalaman, Jawatankuasa Tatatertib dan Jawatankuasa Rayuan Tatatertib untuk Gred M5, M6, C1, C2, C3, C4 dan C5

PANEL OF DOMESTIC INQUIRY
PANEL SIASATAN DALAMAN

Three staff of PSMB holding posts higher than the accused staff, with one being appointed as Chairman
Tiga ahli yang terdiri daripada kakitangan PSMB yang memegang jawatan yang lebih tinggi daripada tertuduh, di mana salah seorang dilantik sebagai Pengerusi

DISCIPLINARY COMMITTEE
JAWATANKUASA TATATERTIB

Chief Executive of PSMB / *Ketua Eksekutif PSMB*
Deputy Chief Executive of PSMB / *Timbalan Ketua Eksekutif PSMB*
General Manager of Corporate Affairs and Human Resources / *Pengurus Besar Hal Ehwal Korporat dan Sumber Manusia*

DISCIPLINARY APPEAL COMMITTEE
JAWATANKUASA RAYUAN TATATERTIB

Encik Abdul Wahab bin Abu Bakar
(Chairman / *Pengerusi*)
Y. Bhg. Dato' Haji Yusoff bin Harun
Encik Or Tan Teng

REGISTERED OFFICE
PEJABAT BERDAFTAR

Pembangunan Sumber Manusia Berhad
Tingkat 7, Wisma Chase Perdana
Off Jalan Semantan
Damansara Heights
50490, Kuala Lumpur
Tel : 03-2098 4800
Fax : 03-2093 5722

Effective From 17 December 2007:
Berkuatkuasa Mulai 17 Disember 2007:

Pembangunan Sumber Manusia Berhad
Tingkat 7, Wisma PSMB
Jalan Beringin
Damansara Heights
50490 Kuala Lumpur
Tel : 03-2096 4800
Fax : 03-2096 4999

BRANCH OFFICES
PEJABAT-PEJABAT CAWANGAN

Northern Branch / ***Cawangan Utara***
Tingkat 2, Wisma PERKESO
Lebuh Tenggiri 2
13700 Seberang Jaya
Pulau Pinang
Tel : 04-3970779
Fax : 04-3987350

BRANCH OFFICES
PEJABAT-PEJABAT CAWANGAN

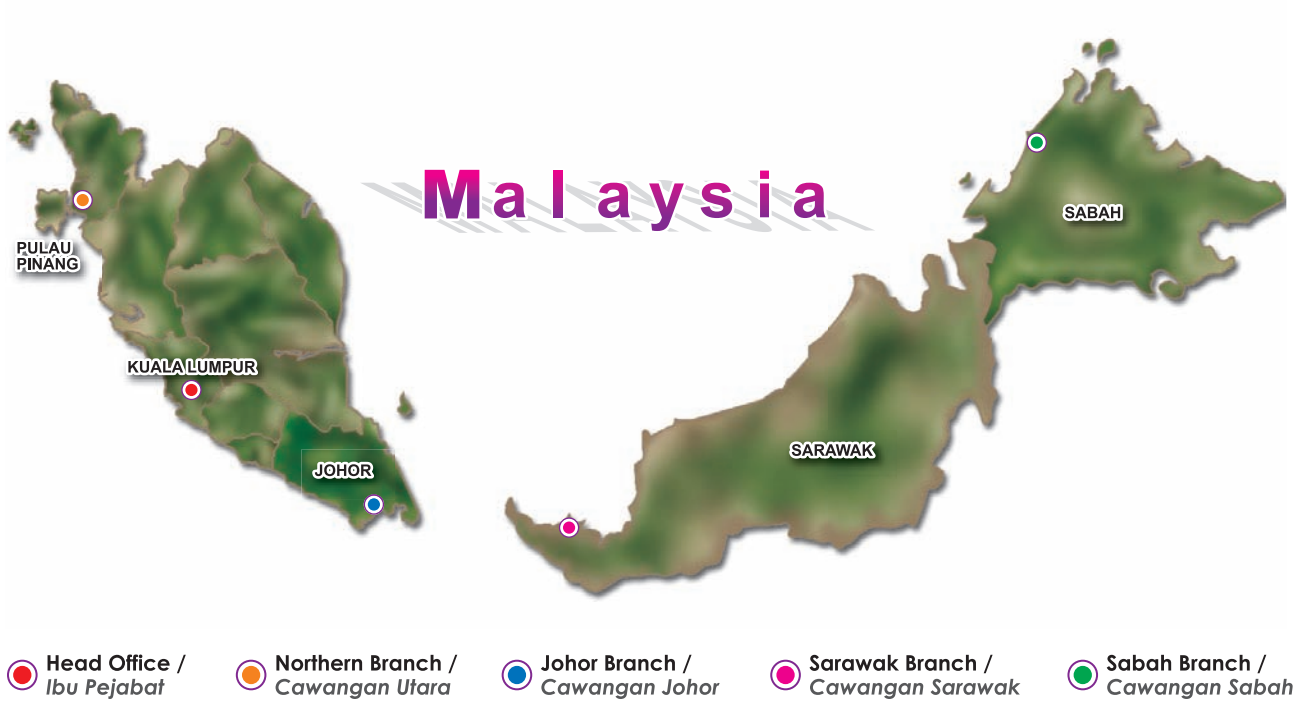
Johor Branch / *Cawangan Johor*
No. 1A, Jalan Sagu 5
Taman Daya
81100 Johor Bahru, Johor
Tel : 07-3538121
Fax : 07-3538217

Effective From 3 March 2008:
Berkuatkuasa Mulai 3 Mac 2008:

Johor Branch / *Cawangan Johor*
No. 50 & 50-01
Jalan Setia 3/7
Taman Setia Indah
81100 Johor Bahru, Johor
Tel : 07-3538121
Fax : 07-3538217

Sarawak Branch / *Cawangan Sarawak*
No. 6, Lot 2338, Tingkat 1
Bromill Estate Commercial Centre
Jalan Tun Ahmad Zaidi Adruse
93150 Kuching, Sarawak
Tel : 082-254721
Fax : 082-254795

Sabah Branch / *Cawangan Sabah*
Lot B5, Tingkat 5
Bangunan KWSP
88598 Kota Kinabalu
Sabah
Tel : 088-260114
Fax : 088-252114



Management Team
Pihak Pengurusan

















Y. Bhg. Datuk Yau De Piyau
Chief Executive / *Ketua Eksekutif*

Puan Morni binti Bujang
General Manager, Corporate Affairs and Human Resources Division
Pengurus Besar, Bahagian Hal Ehwal Korporat dan Sumber Manusia

Mejar (B) Van Weng Hong
General Manager, Training Grant Division / *Pengurus Besar, Bahagian Geran Latihan*

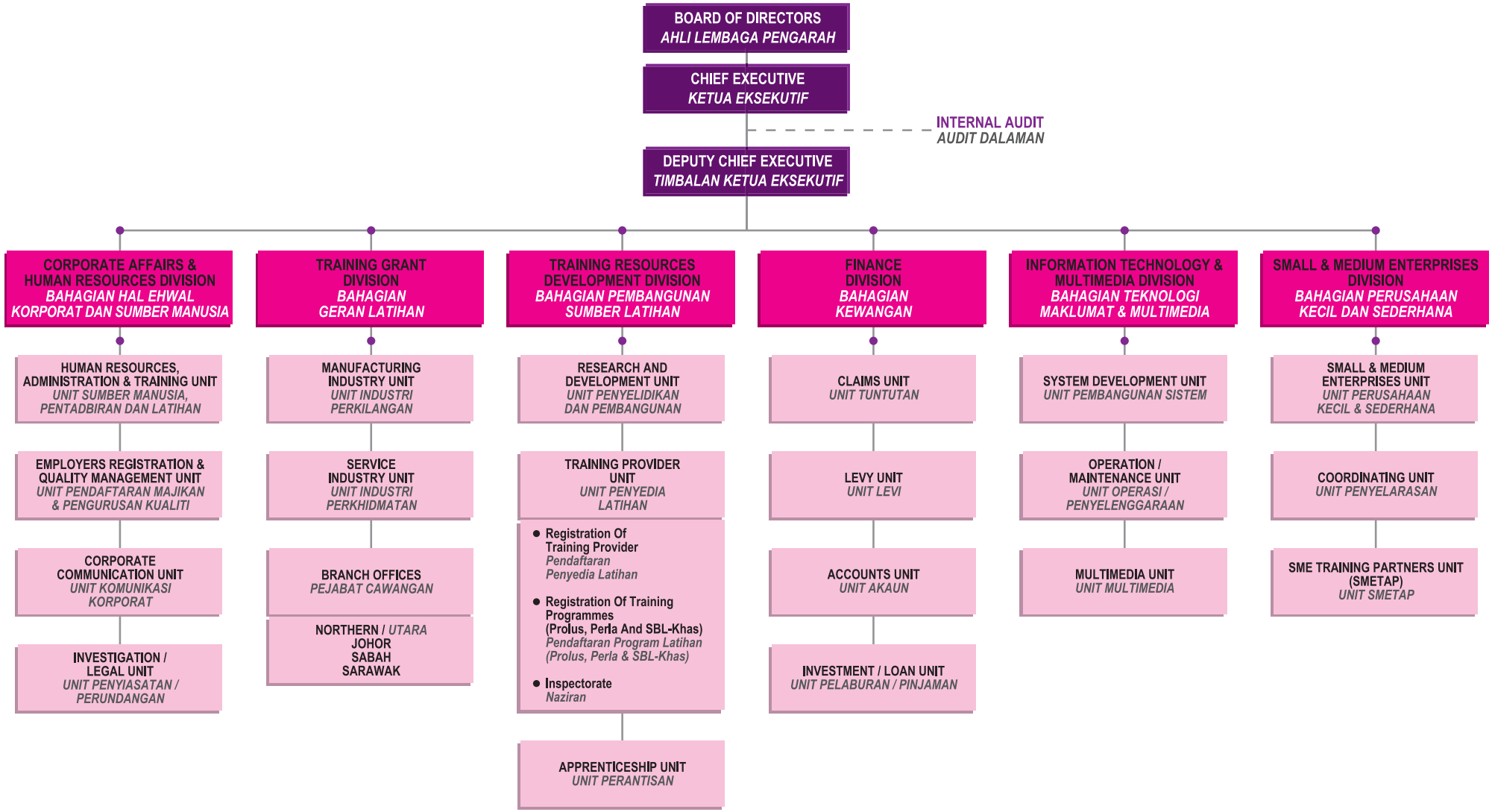
Encik Shahril bin Hassan
General Manager, Training Resources Development Division / *Pengurus Besar, Bahagian Pembangunan Sumber Latihan*

Encik Amirnuddin bin Mazlan
General Manager, Finance Division / Company Secretary / *Pengurus Besar, Bahagian Kewangan / Setiausaha Syarikat*

Puan Wan Yon Shahima binti Wan Othman
General Manager, Information Technology & Multimedia Division / *Pengurus Besar, Bahagian Teknologi Maklumat & Multimedia*

Encik Lim Kah Cheng
General Manager, Small & Medium Enterprises Division / *Pengurus Besar, Bahagian Perusahaan Kecil dan Sederhana*

Pembangunan Sumber Manusia Berhad Organisation Chart
Carta Organisasi Pembangunan Sumber Manusia Berhad



Corporate Calendar
Kalendar Korporat



MISSION

To manage the Human Resources Development Fund (HRDF) in order to produce a knowledgeable and skilled workforce that will assist to enhance our country's competitiveness in the global economy

MISI

Untuk mengurus Kumpulan Wang Pembangunan Sumber Manusia (KWPSM) bagi melahirkan tenaga kerja mahir dan berpengetahuan yang akan meningkatkan daya saing negara dalam ekonomi global

Corporate Calendar
Kalendar Korporat





25 January / *Januari* 2007
CEO-HRD Talk Series, held at Concorde Hotel, Shah Alam, Selangor
CEO-HRD Talk Series yang diadakan di Hotel Concorde, Shah Alam, Selangor





13 February / *Februari* 2007
CEO-HRD Talk Series, held at Sunway Hotel, Prai, Pulau Pinang
CEO-HRD Talk Series yang diadakan di Hotel Sunway, Prai, Pulau Pinang





8 May / *Mei* 2007
Forum for SMEs, organised by PSMB in collaboration with FMM and SMIDEC, held at Puteri Pacific Hotel, Johor
Forum untuk majikan PKS yang dianjurkan oleh PSMB dengan kerjasama FMM dan SMIDEC, diadakan di Hotel Puteri Pacific, Johor

Corporate Calendar
Kalendar Korporat





16 & 17 May / *Mei* 2007
HRDF Workshop held at Singgahsana Hotel, Petaling Jaya, Selangor
Bengkel KWPSM yang diadakan di Hotel Singgahsana, Petaling Jaya, Selangor





2 & 3 June / *Jun* 2007
Exhibition held in conjunction with Career Fair organised by Labour Department in Pekan, Pahang
Pameran yang dianjurkan bersempena dengan Karnival Kerjaya anjuran Jabatan Tenaga Kerja di Pekan, Pahang





8 June / *Jun* 2007
Working visit by Y. Bhg. Dato' Thomas George, the Secretary General of the Ministry of Human Resources to PSMB
Lawatan Kerja oleh Y. Bhg. Dato' Thomas George, Ketua Setiausaha Kementerian Sumber Manusia ke PSMB

Corporate Calendar
Kalendar Korporat





3 July / *Julai* 2007
SMEs Training Fair for Northern Region held at Dewan Millennium, Kepala Batas, Pulau Pinang
Pameran Latihan untuk PKS bagi Zon Utara di Dewan Millennium, Kepala Batas, Pulau Pinang





19 July / *Julai* 2007
Sixth Annual General Meeting of PSMB held at Eastin Hotel, Petaling Jaya, Selangor
Mesyuarat Agung Tahunan PSMB yang Keenam telah diadakan di Hotel Eastin, Petaling Jaya, Selangor





20 & 21 July / *Julai* 2007
Domestic Inquiry course attended by the staff of PSMB at Singgahsana Hotel, Petaling Jaya, Selangor
Kursus Inkuiri Dalaman yang dihadiri oleh kakitangan PSMB di Hotel Singgahsana, Petaling Jaya, Selangor

Corporate Calendar
Kalendar Korporat





22 August / *Ogos* 2007
Briefing to the delegation from Saudi Arabia, held at PSMB
Taklimat kepada delegasi dari Arab Saudi yang diadakan di PSMB





20 & 22 August / *Ogos* 2007
Evaluation on the Effectiveness of Training course held at Grand Seasons Hotel, Kuala Lumpur
Kursus Penilaian Keberkesanan Latihan yang diadakan di Hotel Grand Seasons, Kuala Lumpur





4 & 5 September 2007
PSMB 2007 Conference, held at Sunway Pyramid Convention Centre, Petaling Jaya, Selangor
PSMB 2007 Conference yang diadakan di Sunway Pyramid Convention Convention Centre, Petaling Jaya, Selangor

Corporate Calendar
Kalendar Korporat





2 October / *Oktober* 2007
Focus Group Meeting to identify Core Competencies for Private Institution of Higher Learning, held at Singgahsana Hotel, Petaling Jaya, Selangor
Mesyuarat "Focus Group" untuk mengenalpasti Teras Kompetensi untuk Institusi Pendidikan Tinggi Swasta yang diadakan di Hotel Singgahsana, Petaling Jaya, Selangor





20 November 2007
Meeting held with the Transportation Associations on extension of coverage to the Commercial Land Transport, held at PSMB
Mesyuarat yang diadakan dengan Persatuan Pengangkutan berkaitan dengan Perluasan Akta meliputi Kenderaan Darat Perdagangan yang diadakan di PSMB





29 November 2007
SMEs Training Fair for Southern Region held at Persada International Convention Centre, Johor
Pameran Latihan PKS bagi Zon Selatan telah diadakan di Pusat Persidangan Antarabangsa Persada, Johor

Corporate Calendar
Kalendar Korporat





13 December / *Disember* 2007
Fourth PSMB Annual Dinner, held at One World Hotel, Petaling Jaya, Selangor
Majlis Makan Malam PSMB yang keempat yang diadakan di Hotel One World, Petaling Jaya, Selangor



17 December / *Disember* 2007
Commencement of Operation in Wisma PSMB, Jalan Beringin, Damansara Heights, Kuala Lumpur
Memulakan Operasi di Wisma PSMB, Jalan Beringin, Damansara Heights, Kuala Lumpur

Corporate Profile
Maklumat Korporat



OBJECTIVE

To encourage employers in the private sector to retrain and upgrade the skills of their employees in line with their business' needs and the industrialisation strategy of the country

OBJEKTIF

Untuk menggalakkan majikan di sektor swasta supaya lebih berusaha melatih semula dan meningkatkan kemahiran pekerja-pekerja mereka bagi memenuhi keperluan perniagaan selaras dengan strategi pembangunan perindustrian negara

Corporate Profile
Maklumat Korporat

OBJECTIVES OF THE HUMAN RESOURCES DEVELOPMENT FUND (HRDF)

The establishment of the Human Resources Development Fund is of paramount importance to the development of the country and in tandem with efforts to make Malaysia a developed nation by the year 2020. The policy objectives of the HRDF are as follows:-

- Upgrading the knowledge and skills of workers;
- Equipping workers with the latest and specific skills;
- Facilitating the transfer of technology;
- Increasing productivity and value-added operations;
- Preventing workers' skills from becoming obsolete in an environment of technological change;
- Producing multi-skilled workers for functional flexibility; and
- Enhancing the training culture amongst employers.

OBJEKTIF KUMPULAN WANG PEMBANGUNAN SUMBER MANUSIA (KWPSM)

Pewujudan Kumpulan Wang Pembangunan Sumber Manusia adalah sangat penting bagi pembangunan negara selaras dengan usaha untuk menjadikan Malaysia sebagai sebuah negara maju menjelang tahun 2020. Objektif penubuhan KWPSM adalah seperti berikut:-

- *Meningkatkan pengetahuan dan kemahiran pekerja;*
- *Melengkapkan pekerja dengan kemahiran yang khusus dan terkini;*
- *Membantu untuk mempercepatkan pemindahan teknologi;*
- *Meningkatkan produktiviti dan operasi yang memberi nilai tambah;*
- *Mengelakkan kemahiran pekerja dari menjadi usang di dalam persekitaran teknologi yang sentiasa berubah-ubah;*
- *Mewujudkan kemahiran pelbagai di kalangan pekerja sesuai dengan pekerjaan yang fleksibel; dan*
- *Meningkatkan budaya latihan di kalangan majikan.*

FUNCTIONS OF PEMBANGUNAN SUMBER MANUSIA BERHAD (PSMB)

The functions of PSMB, as stipulated in the Pembangunan Sumber Manusia Berhad Act, 2001 are as follows:-

- To assess and determine the types and extent of employees' training and retraining in keeping pace with the human resource needs of industries;
- To promote and stimulate manpower training; and
- To determine the terms and conditions under which any financial assistance or other benefits are to be given.

FUNGSI PEMBANGUNAN SUMBER MANUSIA BERHAD (PSMB)

Fungsi PSMB seperti yang dinyatakan di bawah Akta Pembangunan Sumber Manusia Berhad, 2001 adalah seperti berikut:-

- *Untuk menilai dan menentukan jenis-jenis dan takat latihan dan latihan semula pekerja selaras dengan keperluan-keperluan sumber manusia bagi industri-industri;*
- *Untuk menggalakkan dan meningkatkan latihan tenaga manusia; dan*
- *Untuk menentukan terma-terma dan syarat-syarat yang dibawahnya apa-apa bantuan kewangan atau pemberian yang hendak diberikan.*

Corporate Profile
Maklumat Korporat

SAFETY POLICY

It has been PSMB's policy to be able to provide a safe and healthy work environment to the staff of PSMB and to the public. The implementation of the Safety and Health Policy will assist the Secretariat to achieve PSMB's goals and objectives.

PSMB is truly committed to implement its policy as follows:-

- To provide and maintain a safe workplace for PSMB's staff and the public.
- To ensure that all PSMB's staff are directed and supervised on the safety of the workplace, eliminating any risks to their health.
- To adhere to all rules and regulations related to individual and organisational safety.
- To update the policy from time to time.

To ensure that this policy is enforced, the Safety Officer will monitor and ensure that top priority is given to safety at the workplace.

POLISI KESELAMATAN

Adalah menjadi satu polisi bagi PSMB untuk menyediakan seboleh mungkin persekitaran kerja yang selamat dan sihat kepada semua pekerja PSMB dan orang ramai. Dengan pelaksanaan Polisi Keselamatan dan Kesihatan Pekerjaan ini, ianya akan dapat membantu urusetia mencapai matlamat dan objektif PSMB.

PSMB adalah komited untuk melaksanakan polisinya seperti berikut:-

- *Menyedia dan menyelenggara tempat kerja yang selamat untuk pekerja PSMB dan orang ramai.*
- *Memastikan semua anggota PSMB diarah dan diselia dengan cara-cara kerja yang selamat dengan menghindari apa-apa risiko ke atas kesihatan.*
- *Mematuhi kesemua arahan dan peraturan berhubung dengan keselamatan diri dan organisasi.*
- *Mengemaskini polisi dari semasa ke semasa.*

Bagi memastikan polisi ini dikuatkuasakan, Pegawai Keselamatan akan mengawal dan memastikan segala ciri-ciri keselamatan di tempat kerja sentiasa diberi keutamaan.

Statement From The Acting Chairman
Kenyataan Pemangku Pengerusi



QUALITY POLICY

Pembangunan Sumber Manusia Berhad (PSMB) is committed to working closely with employers and training providers to enhance its service in accordance with the stipulated work processes and the requirements of the Client Charter in fulfilling the needs and satisfaction of employers and training providers. The management is also continuously committed to improve the effectiveness of its delivery system

DASAR KUALITI

Pembangunan Sumber Manusia Berhad (PSMB) adalah komited dengan sepenuhnya untuk bekerja rapat dengan majikan dan penyedia latihan bagi memberi perkhidmatan yang cemerlang mengikut prosedur kerja dan kehendak Piagam Pelanggan yang telah ditetapkan untuk memenuhi kehendak dan kepuasan hati majikan dan penyedia latihan. Selain daripada itu, pihak pengurusan akan memberi komitmen secara berterusan untuk mempertingkatkan keberkesanan sistem penyampaian

Statement From The Acting Chairman
Kenyataan Pemangku Pengerusi



HAJI MOHD. SHARIFF BIN HUSSIN
Acting Chairman / *Pemangku Pengerusi*
Pembangunan Sumber Manusia Berhad

- **Acting Chairman (26 November 2007 – 31 January 2008)**
- ***Pemangku Pengerusi (26 November 2007 – 31 Januari 2008)***

I am glad to present the PSMB Annual Report 2007. In this report, I would like to provide you with an update on the Corporation's performance in 2007 and the strategies formulated to face the challenges ahead.

To continuously retrain and upgrade the skills of employees, PSMB had taken efforts to register more employers and cover more sectors of the economy. In 2007, there was an additional sector covered under the Act, namely the Commercial Land Transport sector. As a result of continuous efforts, the total number of registered employers had increased by 1,001 in 2007. However, at the same time, the number of deregistered employers was 482, bringing the total number of registered employers to 10,780 (2007) employers from 10,261 (2006).

The total approved training places had increased by 81,913 (13.45%) from 608,962 (2006) to 690,875 (2007). The total financial assistance approved in 2007 had increased by RM41.7 million (14.4%) from RM289.45 million (2006) to RM331.15 million (2007). The total amount of levy collection also increased from RM289.29 million (2006) to RM311.86 million (2007) which represents an increase of RM22.57 million (7.8%). On the disbursement of training grants, there was an increase of RM39.99 million (18.17%) from RM220 million (2006) to RM259.99 million (2007).

Saya dengan sukacitanya membentangkan Laporan Tahunan PSMB 2007. Dalam laporan ini, saya ingin memaklumkan prestasi Perbadanan pada tahun 2007 dan strategi yang telah dirangka untuk menghadapi cabaran masa hadapan.

Untuk melatih semula dan meningkatkan kemahiran pekerja secara berterusan, PSMB telah mengambil langkah untuk mendaftarkan lebih banyak majikan dan meliputi lebih banyak sektor ekonomi. Pada tahun 2007, terdapat tambahan sektor yang diliputi di bawah Akta, iaitu Kenderaan Darat Perdagangan. Dengan usaha yang berterusan ini, jumlah majikan yang berdaftar dengan PSMB adalah 1,001 pada tahun 2007. Walau bagaimanapun, pada masa yang sama, 482 majikan telah dibatalkan pendaftarannya dan menjadikan jumlah besar majikan yang berdaftar sebanyak 10,780 (2007) majikan berbanding dengan 10,261 majikan (2006).

Jumlah tempat latihan yang diluluskan telah meningkat sebanyak 81,913 (13.45%) dari 608,962 (2006) kepada 690,875 (2007). Jumlah bantuan kewangan yang diluluskan pada tahun 2007 telah meningkat sebanyak RM41.7 juta (14.4%) dari RM289.45 juta (2006) kepada RM331.15 juta (2007). Jumlah kutipan levi turut meningkat dari RM289.29 juta (2006) kepada RM311.86 juta (2007) dan merekodkan peningkatan sebanyak RM22.57 juta (7.8%). Bagi bayaran geran latihan pula, terdapat peningkatan sebanyak RM39.99 juta (18.17%) dari RM220 juta (2006) kepada RM259.99 juta (2007).

Under the Retrenched Workers Training Scheme, a total of 519 workers were trained with a financial assistance approved of RM1.59 million. This is an increase of 88% in terms of the number of workers trained as compared to year 2006. To increase the supply of skilled workers and software development specialist, PSMB has two training schemes targeting school leavers and unemployed IT graduates, namely the PSMB's Apprenticeship Schemes and Software Development Specialist Training Programme.

To assist employers to enhance the skills of workers by leveraging on Information and Communications Technology, there are the Computer Based Training Scheme and Information Technology and Computer Aided Training Scheme implemented by PSMB. In year 2007, the amount of financial assistance approved was RM948,621, registering an increase of 12.05% compared to RM846,544 in 2006.

To provide greater flexibility, the PSMB Act, 2001 had been amended to allow employers to send their workers for development programmes up to Doctoral Degrees, especially in new and advanced technologies. Employers are also eligible to receive financial assistance despite having unpaid levies and interests. Employers are also allowed to pay allowances and other allowable costs to trainees from universities, colleges and training institutions undergoing industrial training at their premises.

In 2007, PSMB had identified 28 new training programmes required by various sectors. Another 33 new technology training programmes were also outsourced and offered under the PROLUS/PERLA scheme.

As the government is emphasizing on human capital as the main pillar of the economic growth, I would like to highlight that Small and Medium Enterprises (SME) form the backbone in most economies. PSMB will continuously look into ways and means to encourage SME employers to retrain and upgrade the skills of their employees in order to enhance their productivity and competitiveness. This is done through assisting employers on the accessibility of relevant training programmes, inculcating positive training culture and facilitating Government Ministries and Agencies that develop and offer training programmes for SMEs.

Di bawah Skim Pekerja Yang Dihentikan Kerja, seramai 519 pekerja telah diberi latihan dengan bantuan kewangan yang diluluskan sebanyak RM1.59 juta. Ini adalah peningkatan sebanyak 88% dari segi jumlah pekerja yang dilatih berbanding dengan tahun 2006. Untuk meningkatkan penawaran pekerja mahir dan pakar pembangunan perisian, PSMB telah melaksanakan dua skim yang kumpulan sasarannya adalah lepasan sekolah dan graduan IT yang menganggur iaitu Skim Perantisan dan Program Latihan Pakar Pembangunan Perisian.

Untuk membantu majikan meningkatkan kemahiran pekerja berteraskan Teknologi Maklumat dan Komunikasi, terdapat Skim Berasaskan Komputer dan Skim Teknologi Maklumat dan Berbantu Komputer dilaksanakan oleh PSMB. Pada tahun 2007, bantuan kewangan diluluskan adalah RM948,621, merekodkan peningkatan sebanyak 12.05% berbanding RM846,544 pada tahun 2006.

Untuk memberi lebih fleksibiliti, Akta PSMB, 2001 telah dipinda bagi membolehkan majikan menghantar pekerja mengikuti program pembangunan sehingga ke tahap Doktor Falsafah, terutamanya dalam bidang teknologi baru dan tinggi. Majikan juga layak menerima bantuan kewangan walaupun mempunyai tunggakan levi dan faedah. Di samping itu, majikan juga boleh membiayai elaun serta kos-kos yang dibenarkan bagi pelatih dari universiti, kolej dan institusi latihan yang menghadiri latihan perindustrian di premis mereka.

Dalam tahun 2007, PSMB telah mengenalpasti 28 program latihan baru yang diperlukan oleh pelbagai sektor. Selain itu, 33 program latihan dalam bidang teknologi baru yang diperolehi secara penyumberan luar ditawarkan di bawah skim PROLUS/PERLA.

Kerajaan memberi penekanan akan kepentingan modal insan sebagai tunggak kepada pertumbuhan ekonomi, saya ingin menekankan bahawa Perusahaan Kecil dan Sederhana (PKS) adalah merupakan tunjang kepada kebanyakkan ekonomi. PSMB akan sentiasa mencari jalan untuk menggalakkan majikan PKS melatih semula dan meningkatkan kemahiran pekerja mereka supaya lebih berdaya saing dan mempertingkatkan produktiviti. Ini dapat dicapai dengan membantu majikan mencari program latihan yang relevan, menanamkan budaya latihan yang positif serta membantu Kementerian dan Agensi-agensi Kerajaan yang membangunkan dan menawarkan program-program untuk majikan PKS.

PSMB is committed to improving its service delivery systems to ensure maximum efficiency to our customers. The initiatives taken in 2007 including launching of the new online system known as Training Provider Information System and Employers Information System. Realising the importance of a reliable set-up, PSMB had built a new data center to ensure reliability of the server farm.

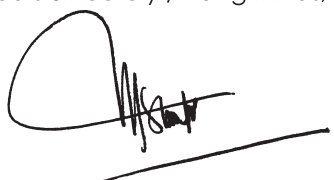
PSMB's net profit had increased from RM19.92 million (2006) to RM70.25 million (2007). The gain was due to the substantial increase in the dividend on unit trusts, which recorded an increase from RM9.36 million (2006) to RM18.61 million (2007) and also gain on the disposal of such investment of RM46.01 million (2007) as compared with only RM1.65 million (2006).

All the concerted efforts in 2007 had made PSMB more resilient and well-prepared to face the challenges in the coming years. Our expectation in 2008 and beyond is very much depending on the country's economy performance. Malaysia's GDP for 2008 is forecasted above 5.9% with the domestic growth momentum offsetting the negative spill-over effects of a slowing US economy.

These continued trends would affect the number of registered employers in each sector, the types of training required by the employers and would also determine the areas in which we could play our active roles in retraining and skills upgrading of the workforce. The future trends would be taking more efforts in the development of training in the services sectors. The ability of the Malaysian economy in 2008 in coping with the continuing softness in exports may decline further should the United States economy slip into a prolonged downturn. This trend will also affect our performance for 2008.

Lastly, I would like to record our sincere condolences on the demise of our late Chairman, Y. Bhg. Dato' Francis Huang Chang Hsun. It is with sadness that we acknowledged the loss of a great person and his valuable contribution to PSMB during his tenure of office as a member and Chairman of the Board of Directors.

Yours Sincerely / *Yang Ikhlas,*



HAJI MOHD. SHARIFF BIN HUSSIN
Acting Chairman / *Pemangku Pengerusi*
Pembangunan Sumber Manusia Berhad

PSMB adalah komited untuk menambahbaik sistem penyampaian perkhidmatannya bagi memastikan kecekapan yang maksimum kepada pelanggan. Inisiatif yang diambil pada tahun 2007 termasuk memperkenalkan sistem dalam talian (On-line) yang baru iaitu Sistem Maklumat Penyedia Latihan dan Sistem Maklumat Majikan. Menyedari kepentingan data yang boleh diyakini, PSMB telah menubuhkan satu pusat data untuk memastikan reliabiliti pusat rangkaian sistem maklumat PSMB.

Keuntungan bersih PSMB telah meningkat daripada RM19.92 juta (2006) kepada RM70.25 juta (2007). Peningkatan ini disebabkan oleh peningkatan yang besar dalam dividen unit amanah, dengan merekodkan pertambahan dari RM9.36 juta (2006) kepada RM18.61 juta (2007) dan keuntungan jualan pelaburan tersebut sebanyak RM46.01 juta (2007) berbanding dengan hanya RM1.65 juta (2006).

Kesemua usaha dalam tahun 2007 telah memberikan lebih keyakinan kepada PSMB untuk bersedia menghadapi masa depan. Jangkaan kita pada tahun 2008 adalah keseluruhannya bergantung kepada suasana ekonomi Malaysia. KDNK Malaysia pada tahun 2008 dijangka kekal pada tahap 5.9% dengan momentum pertumbuhan domestik yang akan menangani kesan negatif dari keadaan ekonomi Amerika Syarikat yang lembab.

Aliran sebegini yang berterusan akan memberi kesan kepada pendaftaran majikan di setiap sektor, jenis latihan yang diperlukan oleh para majikan dan juga peranan aktif yang dimainkan oleh PSMB dalam aktiviti latihan semula dan peningkatan kemahiran pekerja. Pada masa hadapan, usaha bagi pembangunan latihan di sektor perkhidmatan akan lebih diberi perhatian. Keupayaan ekonomi Malaysia pada tahun 2008 dalam mengatasi masalah kelembapan eksport akan turut menurun sekiranya keadaan ekonomi Amerika Syarikat meleset pada tempoh yang lama. Aliran ini akan turut memberi kesan kepada prestasi PSMB pada tahun 2008.

Akhir sekali, saya ingin merakamkan ucapan takziah ke atas pemergian Pengerusi Lembaga Pengarah, Y. Bhg. Dato' Francis Huang Chang Hsun. Dengan rasa sedih, kami menerima hakikat kehilangan dan sumbangan beliau kepada PSMB sebagai Ahli dan Pengerusi Lembaga Pengarah.

Continuously Retrain And Upgrade The Skills Of Workers



Latihan Semula dan Peningkatan Kemahiran Pekerja Secara Berterusan

Registration Of Employers

In 2007, a total of 1,001 new employers had registered with PSMB, bringing the total number of registered employers to 10,780 as compared to 10,261 in 2006. At the same time, the number of employers deregistered was 482. There was an increase in the number of registered employers from the services sector as a result of the extension of coverage to the Commercial Land Transportation industry under the PSMB Act, 2001. Bus, taxi, rail and hire car operators were required to register with PSMB with effect from 1 December 2007. As such, a total of 257 employers from this industry registered in 2007.

Registration Of Employers By State

For the year 2007, Selangor recorded the highest number of new employers registered from the manufacturing sector with 90 employers (30.51%), followed by Johor with 57 employers (19.32%). From the services sector, Selangor again recorded the highest number of registered employers with 228 employers (32.29%), followed by Kuala Lumpur with 128 employers (18.13%) as shown in **Table 1.**

Pendaftaran Majikan

Pada tahun 2007, sejumlah 1,001 majikan baru telah berdaftar dengan PSMB, menjadikan jumlah keseluruhan majikan berdaftar sebanyak 10,780 berbanding 10,261 majikan yang berdaftar pada tahun 2006. Pada masa yang sama, jumlah majikan yang dibatalkan pendaftarannya adalah sebanyak 482. Terdapat pertambahan jumlah pendaftaran majikan dari sektor perkhidmatan disebabkan perluasan Akta PSMB, 2001 kepada industri Kenderaan Perdagangan Darat. Majikan dari sektor perkhidmatan bas, keretapi dan teksi adalah diwajibkan untuk berdaftar dan membayar levi pembangunan sumber manusia berkuatkuasa pada 1 Disember 2007. Sejumlah 257 majikan dari industri ini telah berdaftar pada tahun 2007.

Pendaftaran Majikan Mengikut Negeri

Bagi tahun 2007, Selangor mencatatkan pendaftaran majikan baru yang tertinggi di sektor perkilangan dengan 90 majikan (30.51%), diikuti oleh Johor dengan 57 majikan (19.32%). Selangor sekali lagi mencatatkan pendaftaran majikan yang tertinggi di sektor perkhidmatan dengan 228 majikan (32.29%), diikuti oleh Kuala Lumpur dengan 128 majikan (18.13%) seperti di ***Jadual 1.***

TABLE 1 / *JADUAL 1*

REGISTRATION OF NEW EMPLOYERS BY STATE FOR YEAR 2007

BILANGAN MAJIKAN BARU BERDAFTAR MENGIKUT NEGERI BAGI TAHUN 2007

State / *Negeri*	Manufacturing / *Perkilangan*		Services / *Perkhidmatan*	
	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*
Selangor	**90**	**30.51**	**228**	**32.29**
Johor	**57**	**19.32**	**93**	**13.17**
Penang	**37**	**12.54**	**45**	**6.37**
Perak	19	6.44	35	4.96
Kuala Lumpur	15	5.08	128	18.13
Kedah	14	4.75	26	3.68
Sarawak	12	4.07	23	3.26
Negeri Sembilan	12	4.07	22	3.12
Malacca	10	3.39	25	3.54
Sabah	10	3.39	24	3.40
Pahang	9	3.05	25	3.54
Terengganu	5	1.69	20	2.83
Kelantan	3	1.02	8	1.13
Perlis	2	0.68	1	0.14
Labuan	0	0.00	3	0.42
Total / *Jumlah*	**295**	**100**	**706**	**100**

Registration Of Employers By Industry

Manufacturing Sector

A total of 295 new employers from the manufacturing sector registered with PSMB in 2007 with 46 employers (15.59%) from the Manufacturers of Fabricated Metal Products, except Machinery and Equipment Industry accounting for the highest number of registered new employers. It was followed by the Manufacturers of Electronics Components, Electrical Machinery, Apparatus, Appliances and Supplies Industry with 35 employers (11.86%) and the Manufacturers of Plastics Products Industry with 34 employers (11.53%).

The total number of employers registered from the manufacturing sector for the years 1992 to 2007 was 6,347 with employers from the Electronics Components, Electrical Machinery, Apparatus, Appliances and Supplies Industry having the highest number with 931 employers (14.67%). It was followed by employers from the Manufacturers of Fabricated Metal Products, except Machinery and Equipment Industry, with 709 employers (11.17%) and the Manufacturers of Plastic Products Industry with 638 employers (10.05%) as shown in **Table 2.**

Pendaftaran Majikan Mengikut Industri

Sektor Perkilangan

Sejumlah 295 majikan baru dari sektor perkilangan telah berdaftar dengan PSMB pada tahun 2007 yang mana majikan dari Produk Logam Yang Direka, Kecuali Jentera dan Peralatan merupakan majikan yang terbanyak mendaftar dengan 46 majikan (15.59%). Ianya diikuti oleh industri Pengeluar Komponen Elektronik, Jentera Elektrik, Alat, Perkakas dan Kelengkapan dengan 35 majikan (11.86%) dan industri Keluaran Produk Plastik dengan 34 majikan (11.53%).

*Keseluruhan majikan yang mendaftar untuk tempoh 1992 sehingga 2007 bagi sektor perkilangan adalah sebanyak 6,347 di mana majikan dari industri Pengeluar Komponen Elektronik, Jentera Elektrik, Alat, Perkakas dan Kelengkapan adalah merupakan majikan yang terbanyak mendaftar dengan 931 majikan (14.67%). Ianya diikuti dengan Produk Logam Yang Direka, Kecuali Jentera dan Peralatan dengan 709 majikan (11.17%) dan Keluaran Produk Plastik dengan 638 majikan (10.05%) seperti di **Jadual 2.***

TABLE 2 / *JADUAL 2*

TOTAL NUMBER OF REGISTERED EMPLOYERS IN THE MANUFACTURING SECTOR BY INDUSTRY IN YEAR 2007 AND FROM 1992 TO 2007

BILANGAN MAJIKAN BERDAFTAR BAGI SEKTOR PERKILANGAN MENGIKUT INDUSTRI PADA TAHUN 2007 DAN DARI 1992 HINGGA 2007

Industry / *Industri*	Registration Of Employers In Year 2007/ *Majikan Berdaftar Dalam Tahun 2007*		Registration Of Employers From 1992 – 2007/ *Majikan Berdaftar 1992 - 2007*	
	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*
Manufacturers of Fabricated Metal Products, except Machinery and Equipment / *Produk Logam Yang Direka Kecuali Jentera dan Peralatan*	46	15.59	709	11.17
Manufacturers of Electronics Components, Electrical Machinery, Apparatus, Appliances and Supplies / *Keluaran Komponen Elektronik, Jentera Elektrik, Alat, Perkakas dan Kelengkapan*	35	11.86	931	14.67
Manufacturers of Plastics Products / *Keluaran Produk Plastik*	34	11.53	638	10.05

Industry / *Industri*	Registration Of Employers In Year 2007/ *Majikan Berdaftar Dalam Tahun 2007*		Registration Of Employers From 1992 – 2007/ *Majikan Berdaftar 1992 - 2007*	
	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*
Manufacturers of Non-Metallic Mineral Products / *Keluaran Produk Galian Bukan Logam*	24	8.14	294	4.63
Food Manufacturing / *Keluaran Makanan*	17	5.76	462	7.28
Manufacturers of Wood & Wood Products and Cork, Except Furniture / *Keluaran Kayu, Produk Kayu dan Gabus kecuali Perabot*	16	5.42	417	6.57
Manufacturers of Machinery Except Electrical / *Keluaran Jentera kecuali Alat Elektrik*	14	4.75	207	3.26
Iron and Steel Basic Industries / *Industri Asas Besi dan Keluli*	14	4.75	191	3.01
Manufacturers of Other Chemical Products / *Lain-Lain Keluaran Produk Kimia*	11	3.73	284	4.47
Manufacturers of Furniture And Fixtures, Except Primarily of Metal / *Keluaran Kayu dan Perkakas Rumah kecuali Buatan Besi*	11	3.73	247	3.89
Printing, Publishing and Allied Industries / *Percetakan, Penerbitan dan Industri yang Berkaitan*	11	3.73	211	3.32
Manufacturers of Rubber Products / *Keluaran Produk Getah*	10	3.39	312	4.92
Manufacturers of Transport Equipment / *Keluaran Kelengkapan Pengangkutan*	10	3.39	267	4.21
Manufacturers of Paper and Paper Products / *Keluaran Kertas dan Produk Kertas*	9	3.05	212	3.34
Manufacturers of Industrial Chemicals / *Keluaran Industri Kimia*	5	1.69	137	2.16
Other Food Manufacturing / *Keluaran Makanan Lain*	4	1.36	125	1.97
Manufacturers of Textiles / *Keluaran Tekstil*	3	1.02	181	2.85
Manufacturers Of Wearing Apparel Except Footwear / *Keluaran Pakaian Kecuali Kasut*	3	1.02	153	2.41

Industry / *Industri*	Registration Of Employers In Year 2007/ *Majikan Berdaftar Dalam Tahun 2007*		Registration Of Employers From 1992 – 2007/ *Majikan Berdaftar 1992 - 2007*	
	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*
Non-Ferrous Metal Basic Industries / *Industri Asas Logam Bukan Ferum*	3	1.02	62	0.98
Manufacturers of Optical Instruments and Photographic Equipment / *Keluaran Barangan Berkaitan Penglihatan dan Senifoto*	3	1.02	43	0.68
Petroleum Refineries / *Penapisan Minyak Mentah*	3	1.02	36	0.57
Beverage Industries / *Industri Minuman*	2	0.68	46	0.72
Manufacturers of Glass and Glass Products / *Keluaran Kaca dan Produk Kaca*	1	0.34	35	0.55
Manufacturers of Leather and Products Of Leather, Leather Substitutes and Fur, Except Footwear and Wearing Apparel / *Keluaran Kulit, Pengganti Kulit, Bulu Binatang kecuali Kasut dan Pakaian*	0	0	23	0.36
Manufacturers of Pottery, China and Earthenware / *Keluaran Tembikar dan Barangan Dapur Diperbuat Daripada Tanah*	0	0	18	0.28
Manufacturers of Footwear, Except Vulcanised or Moulded Rubber or Plastic Footwear / *Keluaran Kasut Kecuali Penuang dan Campuran Belerang dengan Getah atau Kasut Plastik*	0	0	14	0.22
Manufacturers of Miscellaneous Products of Petroleum and Coal / *Keluaran Pelbagai Produk Petroleum dan Arang Batu*	0	0	11	0.17
Tobacco Manufacturers / *Keluaran Tembakau*	0	0	9	0.14
Other Manufacturing Industries / *Lain-Lain Industri Pengeluaran*	6	2.03	72	1.13
Total / *Jumlah*	**295**	**100.00**	**6,347**	**100.00**

Services Sector

For the year 2007, a total of 706 new employers from the services sector registered with PSMB. Employers in the Commercial Land Transport industry recorded the highest number of newly registered employers with 257 employers (36.40%), followed by the Computer industry with 76 employers (10.76%) and the Freight Forwarding industry with 74 employers (10.48%).

As at 31 December 2007, there was a total of 4,433 registered employers from the services sector, recording an increase of 13.52% as compared to 3,905 registered employers at the end of 2006. The Hotel industry recorded the highest number of registered employers with 792 employers (17.87%), followed by the Computer industry with 676 employers (15.25%) and the Freight Forwarding industry with 640 employers (14.44%) as shown in **Table 3.**

Sektor Perkhidmatan

Bagi tahun 2007, sejumlah 706 majikan baru dari sektor perkhidmatan telah berdaftar dengan PSMB. Majikan dari industri Kenderaan Perdagangan Darat merekodkan pendaftaran majikan baru yang tertinggi dengan 257 majikan (36.40%), diikuti dengan industri Komputer dengan 76 majikan (10.76%) dan industri Penghantaran Fret dengan 74 majikan (10.48%).

Sehingga 31 Disember 2007, sebanyak 4,433 majikan dari sektor perkhidmatan telah mendaftar, mencatatkan peningkatan sebanyak 13.52% berbanding 3,905 majikan pada akhir tahun 2006. Industri Perhotelan merekodkan bilangan majikan yang tertinggi berdaftar dengan 792 majikan (17.87%), diikuti dengan industri Komputer dengan 676 majikan (15.25%) dan industri Penghantaran Fret dengan 640 majikan (14.44%) seperti di ***Jadual 3.***

TABLE 3 / *JADUAL 3*

TOTAL NUMBER OF EMPLOYERS REGISTERED IN THE SERVICES SECTOR BY INDUSTRY IN 2007 AND FROM 1995 TO 2007

BILANGAN MAJIKAN BERDAFTAR DARI SEKTOR PERKHIDMATAN MENGIKUT INDUSTRI PADA TAHUN 2007 DAN DARI 1995 HINGGA 2007

Industry / *Industri*	Registration Of Employers In Year 2007/ *Majikan Berdaftar Dalam Tahun 2007*		Registration Of Employers From 1995 – 2007/ *Majikan Berdaftar Dari Tahun 1995 - 2007*	
	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*
Commercial Land Transport / *Kenderaan Perdagangan Darat*	257	36.40	257	5.80
Computer / *Komputer*	76	10.76	676	15.25
Freight Forwarding / *Penghantaran Fret*	74	10.48	640	14.44
Hotel Industry / *Industri Perhotelan*	69	9.77	792	17.87
Security Services / *Perkhidmatan Keselamatan*	69	9.77	275	6.20
Engineering Support & Maintenance / *Sokongan dan Penyenggaraan Kejuruteraan*	27	3.82	181	4.08
Direct Selling / *Jualan Langsung*	24	3.40	149	3.36

Industry / *Industri*	Registration Of Employers In Year 2007/ *Majikan Berdaftar Dalam Tahun 2007*		Registration Of Employers From 1995 – 2007/ *Majikan Berdaftar Dari Tahun 1995 - 2007*	
	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*	No. Of Employers/ *Bil. Majikan*	Percentage/ *Peratusan*
Supermarket / Hypermarket / Departmental Store *Pasaraya / Pasaraya Besar / Gedung Serbaneka*	16	2.27	160	3.61
Private Hospital / *Hospital Swasta*	13	1.84	121	2.73
Training / *Latihan*	11	1.56	203	4.58
Shipping / *Perkapalan*	11	1.56	124	2.80
Private Institutions of Higher Education / *Institusi Pendidikan Tinggi Swasta*	10	1.42	263	5.93
Advertising / *Pengiklanan*	10	1.42	181	4.08
Telecommunication / *Telekomunikasi*	9	1.27	102	2.30
Travel Agency / *Agen Pengembaraan*	6	0.85	105	2.37
Bonded Warehouse / *Penggudangan*	6	0.85	26	0.59
Port Services / *Perkhidmatan Pelabuhan*	6	0.85	23	0.52
Postal and Courier Services / *Pos dan Perkhidmatan Kurier*	4	0.57	51	1.15
Research & Development / *Penyelidikan & Pembangunan*	4	0.57	50	1.13
Energy / *Tenaga*	3	0.42	35	0.79
Air Transport / *Pengangkutan Udara*	1	0.14	19	0.43
Total / *Jumlah*	***706***	**100.00**	**4,433**	**100.00**

Training Places

The number of training places approved was an indicator of the frequency of training and retraining activities conducted by employers for their employees. In 2007, the total number of training places approved was 690,875, registering an increase of 13.45% compared to 608,962 approved in 2006 as shown in **Chart 1.**

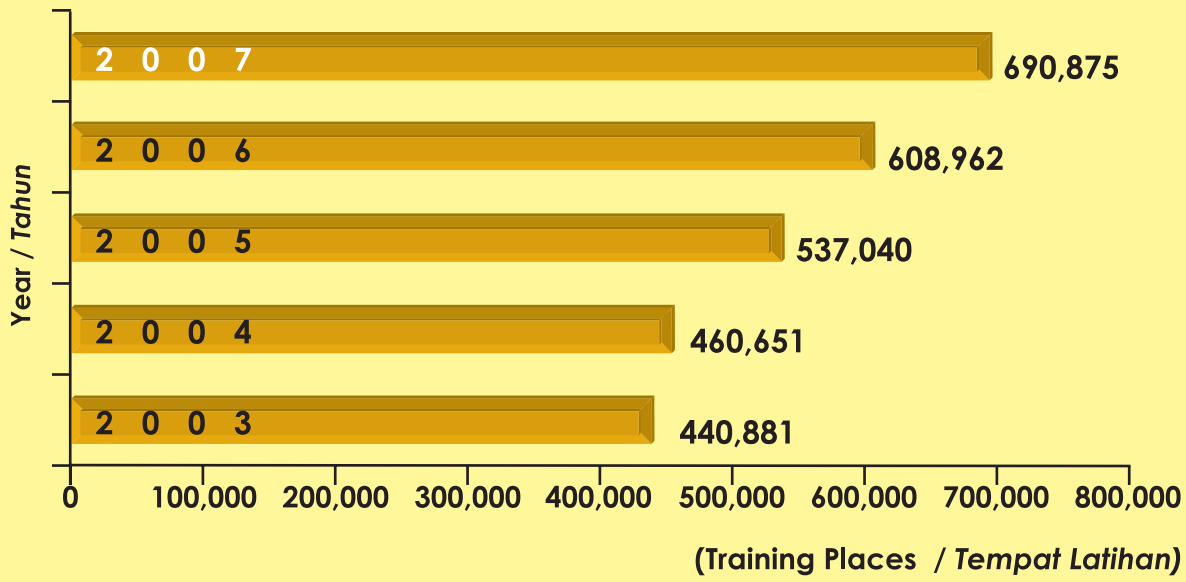
Tempat Latihan

Bilangan tempat latihan diluluskan merupakan petunjuk kepada kekerapan aktiviti-aktiviti latihan dan latihan semula yang dijalankan oleh majikan kepada pekerja mereka. Pada tahun 2007, sebanyak 690,875 tempat latihan telah diluluskan, menunjukkan peningkatan sebanyak 13.45% berbanding 608,962 tempat latihan diluluskan pada tahun 2006 seperti di ***Carta 1.***

CHART 1 / *CARTA 1*

APPROVED TRAINING PLACES FROM YEAR 2003 TO 2007

TEMPAT LATIHAN YANG DILULUSKAN DARI TAHUN 2003 HINGGA 2007



Financial Assistance Approved

With an increase in the number of training places, the amount of financial assistance approved also increased in 2007. The total amount of financial assistance approved increased to RM331.15 million or 14.41% compared to RM289.45 million approved in 2006. The amount approved for 2007 was 6.19% higher than the total amount of levy collected, which amounted to RM311.86 million as shown in **Chart 2.**

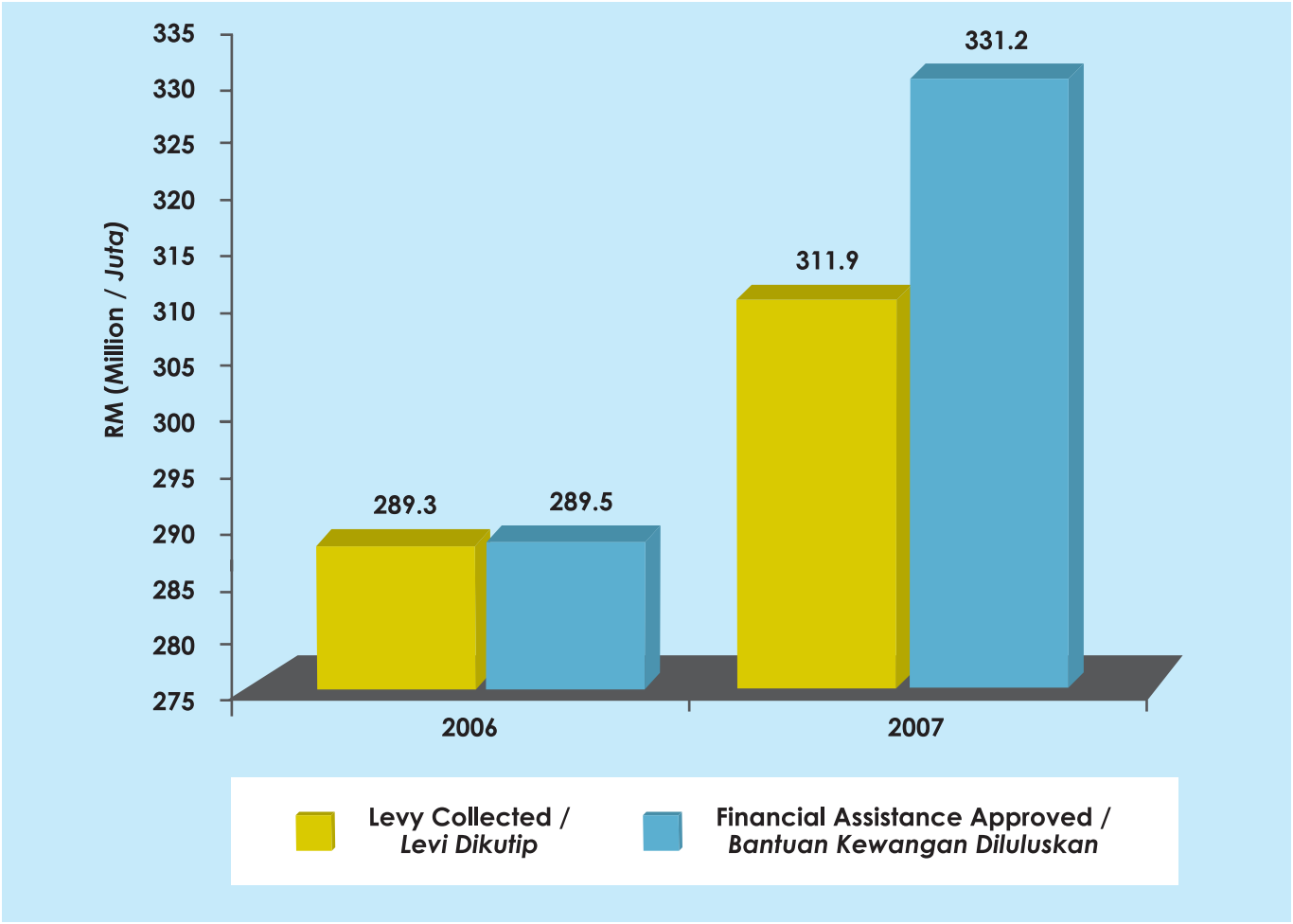
Bantuan Kewangan Yang Diluluskan

Peningkatan tempat latihan yang diluluskan pada tahun 2007 telah turut membawa kepada peningkatan jumlah bantuan kewangan yang diluluskan. Bantuan kewangan yang diluluskan meningkat kepada RM331.15 juta atau 14.41% berbanding RM289.45 juta diluluskan pada tahun 2006. Bantuan kewangan yang diluluskan pada tahun 2007 adalah 6.19% lebih tinggi daripada jumlah levi yang dikutip pada tahun berkenaan iaitu berjumlah RM311.86 juta seperti di **Carta 2.**

CHART 2 / *CARTA 2*

COMPARISON BETWEEN THE FINANCIAL ASSISTANCE APPROVED AND THE TOTAL AMOUNT OF LEVY COLLECTED FOR YEAR 2006 AND 2007

PERBANDINGAN DI ANTARA BANTUAN KEWANGAN YANG DILULUSKAN DENGAN LEVI YANG DIKUTIP BAGI TAHUN 2006 DAN 2007



Training Places Approved By Industry

In 2007, employers from the Electronics Components, Electrical Machinery, Apparatus, Appliances and Supplies industry were the most active in retraining and upgrading the skills of their employees. The total number of training places approved for this industry was 145,241 representing 21.02% of the overall training places approved for the year. The second most active industry was the Supermarkets & Hypermarkets with 44,184 training places which accounted for 6.40% of the total number of training places approved in 2007 as shown in **Table 4.**

Tempat Latihan Yang Diluluskan Mengikut Industri

Pada tahun 2007, majikan daripada industri Komponen Elektronik, Jentera Elektrik, Alat Perkakas dan Kelengkapan merupakan yang paling aktif melatih semula dan meningkatkan kemahiran pekerja mereka. Sebanyak 145,241 tempat latihan telah diluluskan untuk industri ini iaitu 21.02% daripada jumlah keseluruhan tempat latihan yang telah diluluskan. Industri kedua yang aktif adalah industri Pasaraya & Pasaraya Besar dengan 44,184 tempat latihan, yang merupakan 6.40% daripada bilangan keseluruhan tempat latihan diluluskan pada tahun 2007 seperti di ***Jadual 4.***

TABLE 4 / *JADUAL 4*

APPROVED TRAINING PLACES BY INDUSTRY FOR YEAR 2007

JUMLAH TEMPAT LATIHAN YANG DILULUSKAN MENGIKUT INDUSTRI BAGI TAHUN 2007

Industry / *Industri*	Training Places/ *Tempat Latihan*	Percentage/ *Peratusan*
Electronics Components, Electrical Machinery, Apparatus, Appliances and Supplies / *Komponen Elektronik, Jentera Elektrik, Alat, Perkakas dan Kelengkapan*	**145,241**	**21.02**
Supermarket & Hypermarket / *Pasaraya & Pasaraya Besar*	**44,184**	**6.40**
Hotel / *Perhotelan*	**37,710**	**5.46**
Electrical Light and Power / *Cahaya dan Tenaga Elektrik*	**35,670**	**5.16**
Food /*Makanan*	31,464	4.55
Transportation Equipment / *Kelengkapan Pengangkutan*	30,851	4.47
Fabricated Metal Products Except Machinery / *Produk Logam Yang Direka Kecuali Jentera*	26,118	3.78
Plastics Products / *Keluaran Plastik*	24,950	3.61
Computer Services/ *Perkhidmatan Komputer*	21,935	3.17
Telecommunication / *Telekomunikasi*	20,546	2.97
Education Services / *Perkhidmatan Pendidikan*	20,489	2.97
Other Chemical Products / *Lain-lain Keluaran Kimia*	20,079	2.91
Machinery Except Electric Equipment / *Jentera Kecuali Alat Elektrik*	18,115	2.62
Rubber Products / *Keluaran Getah*	17,586	2.55
Iron And Steel Basic Industries / *Industri Asas Besi dan Keluli*	16,866	2.44
Private Hospital / *Hospital Swasta*	16,750	2.42
Non-Metal Mineral Products / *Produk Galian Bukan Logam*	14,021	2.03
Postal and Courier Services / *Perkhidmatan Pos dan Kurier*	13,589	1.97
Freight Forwarding / *Penghantaran Fret*	12,550	1.82
Wood, Wood Products and Cork, Except Furniture / *Kayu, Produk Kayu dan Gabus Kecuali Perabot*	11,595	1.68
Printing and Publishing / *Percetakan dan Penerbitan*	11,253	1.63
Paper and Paper Product / *Produk Kertas dan Kertas*	9,457	1.37
Textile / *Tekstil*	7,787	1.13
Security Services / *Perkhidmatan Keselamatan*	7,748	1.12

Industry / *Industri*	Training Places/ *Tempat Latihan*	Percentage/ *Peratusan*
Crude Oil Refinery / *Penapisan Minyak Mentah*	6,386	0.92
Chemical Industry / *Industri Kimia*	5,852	0.85
Glass Products / *Keluaran Kaca*	5,678	0.82
Furniture / *Perabot*	5,510	0.80
Port Services / *Perkhidmatan Pelabuhan*	5,213	0.75
Engineering Support and Maintenance / *Perkhidmatan Sokongan dan Penyenggaraan Kejuruteraan*	5,059	0.73
Advertising / *Pengiklanan*	4,544	0.66
Air Transport / *Pengangkutan Udara*	4,411	0.64
Direct Selling / *Jualan Langsung*	4,319	0.63
Clothing / *Pakaian*	4,177	0.60
Shipping / *Perkapalan*	4,067	0.59
Training / *Latihan*	3,167	0.46
Beverage / *Minuman*	2,571	0.37
Other Production Industry / *Lain-lain Industri Pengeluaran*	2,030	0.29
Research and Development / *Penyelidikan dan Pembangunan*	1,838	0.27
Departmental Store / *Gedung Serbaneka*	1,731	0.25
Professional and Scientific and Measuring and Controlling Equipment / *Alat Profesional dan Saintifik serta Ukuran dan Kawalan*	1,606	0.23
Tobacco Products / *Keluaran Tembakau*	1,591	0.23
Non-Ferrous Metal Basic Industries / *Industri Asas Logam Bukan Ferum*	1,524	0.22
Travel Agency / *Agen Pengembaraan*	825	0.12
Leather Products / *Keluaran Kulit*	586	0.08
Bonded Warehouse / *Penggudangan*	492	0.07
Petroleum and Coal Products / *Keluaran Petroleum dan Arang Batu*	429	0.06
Pottery and Pottery Products / *Tembikar dan Barangan Tembikar*	395	0.06
Footwear / *Kasut*	320	0.05
Total / *Jumlah*	**690,875**	**100.00**

Note : SBL, SBL-KHAS, PROLUS and PERLA Scheme except Apprenticeship Scheme, SLPD & SDS
Nota : SBL, SBL-KHAS, Skim PROLUS dan PERLA kecuali Skim Perantisan, SLPD & SDS

Financial Assistance Approved By Industry

Employers from the Electronics Components, Electrical Machinery, Apparatus, Appliances and Supplies industry again accounted for the highest amount of financial assistance approved, i.e. RM66.42 million or 20.06% of the total amount approved for the year. The Electrical Light and Power industry received the second highest amount with RM22.15 million, representing 6.69% of the total financial assistance approved. Details on the amount of financial assistance approved are as shown in **Table 5.**

Bantuan Kewangan Yang Diluluskan Mengikut Industri

Majikan dari industri Komponen Elektronik, Jentera Elektrik, Alat, Perkakas dan Kelengkapan diluluskan bantuan kewangan tertinggi yang berjumlah RM66.42 juta atau 20.06% daripada jumlah keseluruhan bantuan kewangan yang diluluskan pada tahun 2007. Manakala, industri Cahaya dan Tenaga Elektrik merupakan industri kedua tertinggi merekodkan RM22.15 juta atau 6.69% daripada jumlah keseluruhan bantuan kewangan yang diluluskan. Maklumat terperinci mengenai bantuan kewangan yang diluluskan adalah seperti di ***Jadual 5.***

TABLE 5 / *JADUAL 5*

APPROVED FINANCIAL ASSISTANCE BY INDUSTRY FOR YEAR 2007

BANTUAN KEWANGAN YANG DILULUSKAN MENGIKUT INDUSTRI BAGI TAHUN 2007

Industry / *Industri*	Financial Assistance/ *Bantuan Kewangan (RM)*	Percentage/ *Peratusan*
Electronics Components, Electrical Machinery, Apparatus, Appliances and Supplies / *Keluaran Komponen Elektronik, Jentera Elektrik, Alat, Perkakas dan Kelengkapan*	**66,424,612.96**	**20.06**
Electrical Light and Power / *Cahaya dan Tenaga Elektrik*	**22,155,973.44**	**6.69**
Computer Services / *Perkhidmatan Komputer*	**21,283,320.17**	**6.43**
Telecommunication / *Telekomunikasi*	**14,402,295.43**	**4.35**
Hotel / *Perhotelan*	14,075,030.26	4.25
Transportation Equipment / *Peralatan Pengangkutan*	11,573,395.68	3.49
Fabricated Metal Products Except Machinery / *Produk Logam Yang Direka Kecuali Jentera*	11,276,935.54	3.41
Food / *Makanan*	11,258,573.36	3.40
Air Transport / *Pengangkutan Udara*	11,177,664.56	3.38
Other Chemical Products / *Lain-lain Keluaran Kimia*	10,011,168.18	3.02
Plastics Products / *Keluaran Plastik*	9,913,331.18	2.99
Education Services / *Perkhidmatan Pendidikan*	9,296,436.96	2.81
Machinery Except Electric Equipment / *Jentera kecuali Alat Elektrik*	8,555,262.41	2.58
Iron And Steel Basic Industries / *Industri Asas Besi dan Keluli*	7,667,000.14	2.32
Rubber Products / *Keluaran Getah*	7,199,803.64	2.17

Industry / *Industri*	Financial Assistance/ *Bantuan Kewangan (RM)*	Percentage/ *Peratusan*
Freight Forwarding / *Penghantaran Fret*	6,776,662.13	2.05
Supermarkets & Hypermarkets / *Pasaraya & Pasaraya Besar*	6,189,475.37	1.87
Printing and Publishing / *Percetakan dan Penerbitan*	6,179,224.07	1.87
Postal and Courier Services / *Pos dan Perkhidmatan Kurier*	6,128,428.48	1.85
Non-Metal Mineral Products / *Produk Galian Bukan Logam*	5,756,019.64	1.74
Private Hospital / *Hospital Swasta*	5,546,529.81	1.67
Crude Oil Refinery / *Penapisan Minyak Mentah*	5,003,524.45	1.51
Wood, Wood Products and Cork, Except Furniture / *Kayu, Produk Kayu dan Gabus Kecuali Perabut*	4,995,831.59	1.51
Paper and Paper Product / *Produk Kertas dan Kertas*	4,342,046.78	1.31
Engineering Support and Maintenance / *Perkhidmatan Sokongan dan Penyenggaraan Kejuruteraan*	3,563,304.56	1.08
Chemical Industry / *Industri Kimia*	3,384,268.74	1.02
Textile / *Tekstil*	3,242,221.11	0.98
Shipping / *Perkapalan*	3,171,850.07	0.96
Security Services / *Perkhidmatan Keselamatan*	3,157,524.45	0.95
Port Services / *Perkhidmatan Pelabuhan*	3,086,360.54	0.93
Furniture / *Perabot*	3,081,763.79	0.93
Advertising / *Pengiklanan*	3,044,209.08	0.92
Glass Products / *Keluaran Kaca*	2,416,076.76	0.73
Clothing / *Pakaian*	2,160,554.84	0.65
Training / *Latihan*	2,114,438.72	0.64
Direct Selling / *Jualan Langsung*	2,006,697.36	0.61
Manufacturer of Food / *Keluaran Makanan*	1,998,696.41	0.60
Other Production Industries / *Lain-lain Industri Pengeluaran*	1,180,029.78	0.36
Research and Development / *Penyelidikan dan Pembangunan*	1,073,368.54	0.32
Beverage / *Minuman*	1,005,131.67	0.30
Tobacco Product / *Keluaran Tembakau*	987,733.95	0.30

Industry / *Industri*	Financial Assistance/ *Bantuan Kewangan (RM)*	Percentage/ *Peratusan*
Professional and Scientific and Measuring and Controlling Equipment / *Alat Profesional dan Saintifik serta Ukuran dan Kawalan*	609,946.57	0.18
Non-Ferrous Metal Basic Industries / *Industri Asas Logam Bukan Ferum*	548,505.25	0.17
Travel Agency / *Agen Pengembaraan*	460,668.46	0.14
Leather / *Kulit*	399,390.06	0.12
Petroleum and Coal Products / *Keluaran Petroleum dan Arang Batu*	311,812.81	0.09
Bonded Warehouse / *Penggudangan*	297,405.17	0.09
Departmental Store / *Gedung Serbaneka*	295,792.94	0.09
Pottery and Pottery Products / *Tembikar dan Barangan Tembikar*	245,399.00	0.07
Footwear / *Kasut*	121,367.00	0.04
Total / *Jumlah*	**331,153,064**	**100.00**

Note : SBL, SBL-KHAS, PERLA, Training Equipment, IT, CBT and PROLUS Scheme except Apprenticeship Scheme, SLPD & SDS
Nota : SBL, SBL-KHAS, PERLA, Peralatan Latihan, IT, CBT dan Skim PROLUS kecuali Skim Perantisan, SLPD & SDS

Training Places Approved By Skill Area

Skills training relating to Quality and Productivity was the most sought after skill area by employers in the retraining and skills upgrading of their employees. This is in line with the current demand to enhance the quality of products/services as well as productivity increases, for employers to stay competitive in the global market. For 2007, a total of 154,604 training places were approved for this skill area, representing 22.38% of the total training places approved.

The second most sought after skill area was in Occupational Safety and Health with 94,600 training places approved, constituting 13.69% of the total training places approved for 2007. This was followed by skill in the Management area with 65,560 (9.49%) training places as shown in **Table 6.**

Tempat Latihan Yang Diluluskan Mengikut Bidang Kemahiran

Kemahiran berkaitan Kualiti dan Produktiviti adalah merupakan bidang kemahiran yang menjadi pilihan utama majikan di dalam melatih semula dan meningkatkan kemahiran pekerja. Ini adalah selaras dengan permintaan semasa untuk menambahbaik produk/perkhidmatan serta peningkatan produktiviti supaya majikan terus berdaya saing di pasaran global. Pada tahun 2007, sebanyak 154,604 tempat latihan telah diluluskan di bawah bidang kemahiran ini, iaitu 22.38% daripada jumlah tempat latihan yang diluluskan.

Bidang kemahiran yang kedua tertinggi dipohon oleh majikan adalah bidang Keselamatan dan Kesihatan Pekerjaan dengan 94,600 tempat latihan diluluskan, iaitu 13.69% daripada jumlah tempat latihan yang diluluskan bagi tahun 2007. Ini diikuti dengan program latihan di dalam bidang Pengurusan dengan 65,560 (9.49%) tempat latihan seperti di ***Jadual 6.***

TABLE 6 / *JADUAL 6*

APPROVED TRAINING PLACES BY SKILL AREA FOR YEAR 2007

TEMPAT LATIHAN YANG DILULUSKAN MENGIKUT BIDANG KEMAHIRAN BAGI TAHUN 2007

Skill Areas / *Bidang Kemahiran*	Training Places/ *Tempat Latihan*	Percentage/ *Peratusan*
Quality And Productivity / *Kualiti Dan Produktiviti*	**154,604**	**22.38**
Occupational Safety And Health / *Keselamatan Dan Kesihatan Pekerjaan*	**94,600**	**13.69**
Management / *Pengurusan*	**65,560**	**9.49**
Technical / *Teknikal*	**61,682**	**8.93**
Motivation / Teambuilding / *Motivasi / Bina Semangat*	59,282	8.58
Computer / Information Technology / *Komputer / Teknologi Maklumat*	52,603	7.61
Operation Management / *Pengurusan Operasi*	36,646	5.30
Communication / Public Relations / *Komunikasi / Perhubungan Awam*	33,589	4.86
Supervisory / *Penyeliaan*	30,469	4.41
Human Resource Management / *Pengurusan Sumber Manusia*	15,284	2.21
Finance & Accounting / *Kewangan & Perakaunan*	14,562	2.11
Sales / Marketing / *Jualan / Pemasaran*	11,093	1.61
Language / *Bahasa*	10,626	1.54
Executive Development Programme / *Program Pembangunan Eksekutif*	6,374	0.92
Administration / *Pentadbiran*	6,190	0.90
Seminar / *Seminar*	5,250	0.76
Law / *Undang-Undang*	4,987	0.72
Teaching / *Mengajar*	4,262	0.62
Purchasing / Store / Warehousing / *Pembelian / Stor / Penggudangan*	3,742	0.54
Strategic Management / *Pengurusan Strategik*	3,140	0.45
Overseas Training / *Latihan Luar Negeri*	2,440	0.35
Industrial Relations / *Perhubungan Perusahaan*	2,310	0.33
Clerical / *Perkeranian*	1,823	0.26

Skill Areas / *Bidang Kemahiran*	Training Places/ *Tempat Latihan*	Percentage/ *Peratusan*
Clerical Develoment Programme / *Program Pembangunan Perkeranian*	1,661	0.24
Advanced Technology / *Teknologi Tinggi*	1,505	0.22
Medical / *Perubatan*	1,315	0.19
Special Programme / *Program Khas*	784	0.11
Engineering / *Kejuruteraan*	586	0.08
Craft / *Kraf*	438	0.06
Mathematics (Numeric) / *Matematik (Numerik)*	414	0.06
Diploma Programmes / *Program Diploma*	263	0.04
Computer For Academic / *Komputer Untuk Akademik*	258	0.04
Research & Development / *Penyelidikan & Pembangunan*	238	0.03
New Technology / *Teknologi Baru*	75	0.01
New Product / Keluaran Baru	53	0.01
Masters Programme / *Program Sarjana*	43	0.01
Ph.D Programme / *Program Doktor Falsafah*	7	0.00
Others / *Lain-Lain*	2,117	0.31
Total / *Jumlah*	**690,875**	**100.00**

Note : SBL, SBL-KHAS, PROLUS and PERLA Scheme except Apprenticeship Scheme, SLPD & SDS
Nota : SBL, SBL-KHAS, Skim PROLUS dan PERLA kecuali Skim Perantisan, SLPD & SDS

Financial Assistance Approved By Skill Area

Skills training relating to Quality and Productivity was once again received the highest financial assistance approved for retraining and skills upgrading of the workforce. For 2007, a total of RM53.17 million financial assistance were approved for this skill area, representing 16.29% of the total approved, followed by skill area in Technical with an approved financial assistance of RM52.02 million (15.94%) as shown in **Table 7.**

Bantuan Kewangan Yang Diluluskan Mengikut Bidang Kemahiran

Latihan kemahiran berkaitan dengan Kualiti dan Produktiviti sekali lagi merupakan bidang kemahiran yang menerima kelulusan bantuan kewangan tertinggi untuk latihan semula dan peningkatan kemahiran pekerja. Pada tahun 2007, sebanyak RM53.17 juta bantuan kewangan telah diluluskan di bawah bidang kemahiran ini, iaitu 16.29% daripada jumlah bantuan kewangan yang telah diluluskan. Ini diikuti oleh bidang kemahiran Teknikal dengan bantuan kewangan diluluskan adalah sebanyak RM52.02 juta (15.94%) seperti di ***Jadual 7.***

TABLE 7 / *JADUAL 7*

APPROVED FINANCIAL ASSISTANCE BY SKILL AREA FOR YEAR 2007

BANTUAN KEWANGAN YANG DILULUSKAN MENGIKUT BIDANG KEMAHIRAN BAGI TAHUN 2007

Skill Areas / *Bidang Kemahiran*	Financial Assistance / *Bantuan Kewangan (RM)*	Percentage/ *Peratusan*
Quality And Productivity / *Kualiti Dan Produktiviti*	**53,173,210.90**	**16.29**
Technical / *Teknikal*	**52,028,675.41**	**15.94**
Computer / Information Technology / *Komputer / Teknologi Maklumat*	**37,063,786.78**	**11.35**
Management / *Pengurusan*	**33,317,881.34**	**10.21**
Occupational Safety And Health / *Keselamatan Dan Kesihatan Pekerjaan*	26,351,238.15	8.07
Motivation / Teambuilding / *Motivasi / Bina Semangat*	22,703,670.71	6.96
Supervisory / *Penyeliaan*	13,565,856.74	4.16
Communication / Public Relations / *Komunikasi / Perhubungan Awam*	13,051,328.55	4.00
Overseas Training / *Latihan Luar Negeri*	11,643,425.46	3.57
Operation Management / *Pengurusan Operasi*	9,898,832.27	3.03
Finance & Accounting / *Kewangan & Perakaunan*	9,204,272.96	2.82
Human Resource Management / *Pengurusan Sumber Manusia*	7,325,433.62	2.24
Sales / Marketing / *Jualan /Pemasaran*	6,771,830.36	2.07
Language / *Bahasa*	4,661,657.74	1.43
Seminar / *Seminar*	3,917,137.17	1.20
Executive Development Programme / *Program Pembangunan Eksekutif*	3,481,967.38	1.07
Administration / *Pentadbiran*	3,141,854.13	0.96
Law / *Undang-Undang*	2,303,323.68	0.71
Purchasing / Store / Warehousing / *Pembelian / Stor / Penggudangan*	2,248,755.96	0.69
Strategic Management / *Pengurusan Strategik*	1,819,873.90	0.56
Teaching / *Mengajar*	1,126,805.58	0.35
High Technology / *Teknologi Tinggi*	1,088,032.59	0.33
Industrial Relations / *Perhubungan Perusahaan*	1,059,827.07	0.32
Clerical / *Perkeranian*	874,366.05	0.27
Clerical Development Programme / *Program Pembangunan Perkeranian*	676,282.76	0.21
Engineering / *Kejuruteraan*	479,951.33	0.15
Craft / *Kraf*	408,188.99	0.13
Ph.D Programme / *Program Doktor Falsafah*	384,056.28	0.12
Medical / *Perubatan*	377,191.87	0.12
Research & Development / *Penyelidikan & Pembangunan*	250,959.94	0.08
Diploma Programme / *Program Diploma*	206,442.01	0.06
Special Programme / *Program Khas*	205,640.79	0.06
Computer For Academic / *Komputer Untuk Akademik*	159,390.80	0.05
New Technology / *Teknologi Baru*	131,841.80	0.04
Mathematics (Numeric) / *Matematik (Numerik)*	131,718.13	0.04
Masters Programme / *Program Sarjana*	28,900.00	0.01
New Product / *Keluaran Baru*	27,896.70	0.01
Others / *Lain-Lain*	1,123,988.77	0.34
Total / *Jumlah*	**326,415,494.67**	**100.00**

Note : SBL, SBL-KHAS, PLT, PERLA and PROLUS Scheme only except Apprenticeship Scheme, SLPD, SDS, Training Equipment, IT and CBT
Nota : SBL, SBL-KHAS, PLT, PERLA dan Skim PROLUS sahaja kecuali Skim Perantisan, SLPD, SDS, Peralatan Latihan, IT dan CBT

Average Training Hours of Employees Trained (SBL Scheme)

The average training hours approved per employee for 2007 was 15.91 hours. The highest average training hours approved was 19.92 hours for lecturers in the private higher education services followed by engineers with 19.01 hours and technicians with 18.90 hours as shown in **Table 8.**

Purata Jam Latihan Bagi Pekerja Yang Dilatih (Skim SBL)

*Tempoh purata jam latihan yang diluluskan bagi melatih seorang pekerja pada tahun 2007 adalah 15.91 jam. Pensyarah di industri pendidikan tinggi swasta mencatatkan purata jam latihan tertinggi iaitu 19.92 jam, diikuti jurutera 19.01 jam dan juruteknik dengan 18.90 jam seperti di **Jadual 8.***

TABLE 8 / *JADUAL 8*
AVERAGE TRAINING HOURS BY JOB POSITIONS UNDER THE SBL SCHEME FOR YEAR 2007
PURATA JAM LATIHAN MENGIKUT JAWATAN DI BAWAH SKIM SBL BAGI TAHUN 2007

Job Positions / *Jawatan*	Total *Training Hours/ Jumlah Jam Latihan*	Training Places/ *Tempat Latihan*	Average Training Hours/ *Purata Jam Latihan*
Lecturers / *Pensyarah*	**103,523**	**5,196**	**19.92**
Engineers / *Jurutera*	**708,263**	**37,258**	**19.01**
Technicians / *Juruteknik*	**900,318**	**47,643**	**18.90**
Skilled Employees / *Pekerja Mahir*	**427,183**	**24,275**	**17.60**
Administrative & Support Staff / *Kakitangan Pentadbiran & Sokongan*	931,033	57,137	16.29
Professionals / *Profesional*	170,005	10,514	16.17
Executives / *Eksekutif*	3,135,606	199,425	15.72
General Workers / *Pekerja Am*	470,711	30,679	15.34
Production Employees / *Pekerja Pengeluaran*	662,108	44,758	14.79
Supervisors / *Penyelia*	761,781	52,488	14.51
Sales / Marketing / Services Staff / *Kakitangan Jualan / Pemasaran / Perkhidmatan*	380,792	32,764	11.62
Others / *Lain-lain*	1,413,494	90,537	15.61
Total / *Jumlah*	**10,064,817**	**632,674**	**15.91**

For the three-year period from 2005 to 2007, 702,133 training places were approved for the retraining and skills upgrading of employees in the executive group with a financial assistance of RM312.4 million. For the non-executive, 945,170 training places were approved with a financial assistance of RM443.8 million. This shows that the retraining for the non-executive group has been given more emphasis as shown in **Table 9.**

Bagi tempoh tiga tahun dari tahun 2005 hingga 2007, sebanyak 702,133 tempat latihan telah diluluskan bagi latihan semula dan peningkatan kemahiran pekerja untuk kumpulan eksekutif dengan bantuan kewangan sebanyak RM312.4 juta telah diluluskan. Bagi bukan eksekutif, sebanyak 945,170 tempat latihan dengan RM443.9 juta bantuan kewangan telah diluluskan. Ini menunjukkan latihan semula kepada bukan eksekutif telah diberi penekanan sewajarnya seperti di ***Jadual 9.***

TABLE 9 / *JADUAL 9*

APPROVED TRAINING PLACES AND FINANCIAL ASSISTANCE BY CATEGORY OF EMPLOYEES UNDER THE SBL SCHEME FOR 2005 – 2007

TEMPAT LATIHAN DAN BANTUAN KEWANGAN YANG DILULUSKAN MENGIKUT KATEGORI PEKERJA DI BAWAH SKIM SBL BAGI TAHUN 2005 – 2007

Year / *Tahun*	Training Places/ *Tempat Latihan*		Financial Assistance/ *Bantuan Kewangan (RM)*	
	Executive/ *Eksekutif*	Non-Executive/ *Bukan Eksekutif*	Executive/ *Eksekutif*	Non-Executive/ *Bukan Eksekutif*
2005	210,645 (44.50%)	262,370 (55.50%)	96,764,550.86 (49.61%)	98,295,809.62 (50.39%)
2006	239,095 (44.14%)	302,519 (55.86%)	107,414,492.30 (38.28%)	173,167,212.70 (61.72%)
2007	252,393 (39.80%)	380,281 (60.20%)	108,219,894.62 (38.60%)	172,361,810.38 (61.40%)
Total / *Jumlah*	**702,133 (42.62%)**	**945,170 (57.38%)**	**312,398,938 (43.32%)**	**443,824,832 (56.68%)**

Retrenched Workers Training Scheme

In the year 2007, 519 workers were approved for retraining under the Retrenched Workers Training Scheme with RM1.59 million of financial assistance. Of this, 440 (84.8%) were Bumiputera, 30 (5.8%) Chinese and 49 (9.4%) Indians. In terms of gender, there were 140 (27.0%) males and 379 (73.0%) females.

Skim Latihan Pekerja Yang Dihentikan Kerja

Dalam tahun 2007, 519 pekerja telah diluluskan untuk mengikuti latihan semula di bawah Skim Latihan Pekerja Yang Dihentikan Kerja dengan bantuan kewangan sebanyak RM1.59 juta. Daripada jumlah ini, 440 (84.8%) Bumiputera, 30 (5.8%) Cina dan 49 (9.4%) India. Dari segi jantina, 140 (27.0%) lelaki dan 379 (73.0%) perempuan.

Increase The Supply Of Skilled Workers And Software Development Specialists



Meningkatkan Penawaran Pekerja Mahir dan Pakar Pembangunan Perisian

In 2007, PSMB continued to support the initiative of the government to train school leavers and unemployed Information Technology graduates with the implemention of the following training schemes;

a) **PSMB Apprenticeship Schemes** to train school leavers to be skilled workers in specific industries; and

b) **Software Development Specialist Training Programme** to train unemployed IT graduates to be software development specialists in Open Source and Client Server technologies.

PSMB Apprenticeship Scheme

In year 2007, five skill areas for specific industries apprenticeship schemes were actively conducted and a total of 884 apprentices were trained. Since 1996 to 2007, a total of 9,008 apprentices had been trained as shown in **Table 10.**

Dalam tahun 2007, PSMB terus menyokong inisiatif kerajaan untuk melatih pelajar lepasan sekolah dan graduan Teknologi Maklumat menganggur dengan pelaksanaan skim latihan berikut;

*a) **Skim Perantisan PSMB** untuk melatih lepasan sekolah bagi menjadi pekerja mahir dalam industri spesifik; dan*

*b) **Program Latihan Pakar Pembangunan Perisian** untuk melatih graduan IT yang masih menganggur untuk menjadi pakar pembangunan perisian dalam teknologi 'Open Source' dan 'Client Server'.*

Skim Perantisan PSMB

*Dalam tahun 2007, sebanyak lima bidang kemahiran bagi industri tertentu di bawah skim perantisan telah dilaksanakan secara aktif dan seramai 884 perantis telah dilatih. Dari tahun 1996 hingga 2007, seramai 9,008 perantis telah dilatih seperti di dalam **Jadual 10.***

TABLE 10 / *JADUAL 10*

NUMBER OF APPRENTICES BASED ON SKILL AREAS UNDER THE APPRENTICESHIP SCHEMES

BILANGAN PERANTIS MENGIKUT BIDANG KEMAHIRAN DI BAWAH SKIM PERANTISAN

Item	Skill Areas / *Bidang Kemahiran*	1996 - 2007	2007
1.	Mechatronics / *Mekatronik*	1,639	78
2.	Hotel Industry / *Hotel Industri*	5,154	473
3.	Tool And Die Machining / *Pemesinan Alat dan Acuan*	24	-
4.	Industrial Machining / *Pemesinan Industri*	123	-
5.	Information Technology (Preparatory) / *Teknologi Maklumat (Persediaan)*	151	-
6.	Information Technology (Programming) / *Teknologi Maklumat (Pengaturcaraan)*	541	-
7.	Wood Based Industry / *Industri Berasaskan Kayu*	64	-
8.	Plastics Injection Moulding / *Acuan Suntikan Plastik*	814	203
9.	Tool And Die Maker (Mould) / *Pembuat Perkakasan (Acuan)*	438	116
10.	Industrial Sewing Machine Technician / *Juruteknik Industri Mesin Jahit*	60	14
	Total / *Jumlah*	**9,008**	**884**

Note : The Apprenticeship Schemes in Item 3 & Item 4 were replaced with Item 9. Item 5 & Item 6 were discontinued
Nota : Skim Perantisan di Item 3 & Item 4 telah digantikan dengan Item 9. Item 5 & Item 6 telah dijumudkan

Software Development Specialist Training Programme

The Software Development Specialist Training Programme was first implemented in August 2004 to train unemployed Information and Communications Technology (ICT) graduates, especially those from the non-programming discipline to produce software development specialists. The objective of this programme is to increase the supply of software development specialists required by the ICT industry. There are two types of specialisation offered, namely Open Source and Client Server technologies with a training duration of 8.7 months and 8.4 months respectively including 3 months of practical training.

In 2007, 306 trainees attended this training programme, 143 trainees registered for Open Source programme and another 163 trainees for Client Server programme. As at 31 December 2007, there were 1,002 trainees who had successfully completed the programmes.

A tracer study revealed that 991 (98.9%) out of the 1,002 trainees who had completed the training successfully secured jobs. This demonstrated a high achievement of employability upon completion of the programmes as shown in **Table 11.**

Program Latihan Pakar Pembangunan Perisian

Program Latihan Pakar Pembangunan Perisian telah dilaksanakan pada bulan Ogos 2004 untuk melatih semula graduan dari jurusan Teknologi Maklumat dan Komunikasi yang bukan aliran pengaturcaraan untuk melahirkan pakar pembangunan perisian. Objektif program latihan ini adalah untuk meningkatkan penawaran pakar pembangunan perisian yang diperlukan oleh industri ICT. Dua bidang pengkhususan yang ditawarkan adalah teknologi 'Open Source dan 'Client Server', masing-masing mengambil masa selama 8.7 bulan dan 8.4 bulan termasuk latihan praktikal selama 3 bulan.

Sepanjang tahun 2007, 306 pelatih telah mengikuti latihan di bawah program ini. Seramai 143 pelatih mendaftar untuk mengikuti program 'Open Source' manakala seramai 163 pelatih untuk program 'Client Server'. Sehingga 31 Disember 2007, 1,002 pelatih telah berjaya menamatkan program.

*Hasil kajian pengesanan menunjukkan bahawa 991 (98.9%) daripada 1,002 pelatih yang telah menamatkan latihan telah mendapat pekerjaan. Ini menunjukkan peluang pelatih mendapat pekerjaan adalah tinggi selepas menamatkan latihan seperti di **Jadual 11.***

TABLE 11 / *JADUAL 11*

NUMBER OF SOFTWARE DEVELOPMENT SPECIALIST TRAINEES BY SPECIALISATION

BILANGAN PELATIH PAKAR PEMBANGUNAN PERISIAN MENGIKUT PENGKHUSUSAN

Year/ *Tahun*	No. Of Trainees/ *Bil. Pelatih*	No. Of Trainees By Specialisation/ *Jumlah Pelatih Mengikut Pengkhususan*	Financial Assistance Approved/ *Bantuan Kewangan Yang Diluluskan (RM)*	No. Of Trainees Who Had Completed Training/ *Bil. Pelatih Tamat Latihan*	No.Of Trainees Employed/ *Bil. Pelatih Ditawarkan Pekerjaan*
2004	118	Open Source: 59 Client Server: 59	1,023,650 973,500	59 59	57 (96.61%) 57 (96.61%)
2005	450	Open Source: 237 Client Server: 213	4,348,950 3,727,500	232 212	232 (100%) 212 (100%)
2006	354	Open Source: 190 Client Server: 164	3,486,500 2,870,000	187 160	186 (99.47%) 158 (98.75%)
2007	306	Open Source: 143 Client Server: 163	2,624,050 2,572,500	50 43	46 (92.17%) 43 (100%)
Total / *Jumlah*	**1,228**	**Open Source: 629 Client Server: 599**	**21,626,650**	**1,002**	**991 (98.9%)**

Equip Workers With The Latest Knowledge And Skills Related To Information And Communications Technology



Melengkapkan Pekerja Dengan Kemahiran Terkini Dalam Bidang Teknologi Maklumat Dan Komunikasi

Employers were encouraged to train their workforce in various short courses on ICT applications. To promote ICT training programmes to be conducted in-house, PSMB implements the Computer-Based Training Scheme and the Information Technology and Computer Aided Training Scheme.

In 2007, 52,603 training places were approved for employees to attend training and retraining on ICT applications with RM37.06 million of financial assistance.

Under the Information Technology and Computer Aided Training Scheme, the amount of financial assistance approved in 2007 was RM948,621 registering an increase of 12.05% compared to RM846,544 in 2006.

Majikan digalakkan melatih pekerja mereka dengan pelbagai kursus jangka pendek dalam bidang ICT. Untuk mempromosi latihan ICT sebagai program dalaman, PSMB melaksanakan Skim Latihan Berasaskan Komputer dan Teknologi Maklumat dan Skim Latihan Berbantu Komputer.

Pada tahun 2007, 52,603 tempat latihan telah diluluskan untuk membolehkan pekerja menghadiri latihan berkaitan aplikasi ICT dengan bantuan kewangan sebanyak RM37.06 juta.

Di bawah Skim Teknologi Maklumat dan Latihan Berbantu Komputer, bantuan kewangan diluluskan adalah RM948,621 merekodkan peningkatan sebanyak 12.05% berbanding RM846,544 pada tahun 2006.

New Training Programmes To Produce Skilled Workforce Required By The Industries



Program Latihan Baru Untuk Melahirkan Pekerja Berkemahiran Seperti Yang Diperlukan Oleh Industri

A total of 23 training programmes had been outsourced from training providers and 5 training programmes were developed in-house as required by the industries, namely; Direct Selling, Food & Beverages, Supermarkets & Hypermarkets/Departmental Stores, Rubber Products/Plastics/Ceramics, Hotels, Electronics, Private Colleges/ Institutions Of Higher Education and Private Hospitals. These programmes are to be offered to employers, particularly the SMEs.

With the current development in the new technology, 33 training programmes required by the Electronics industry were outsourced and offered to employers under the PROLUS/PERLA Scheme as shown in **Table 12** and **Table 13.**

Sebanyak 23 program latihan telah diperolehi secara penyumberan luar dari penyedia latihan dan 5 program latihan telah dibangunkan secara dalaman seperti yang diperlukan oleh industri; iaitu Jualan Langsung, Keluaran Makanan dan Minuman, Pasaraya & Pasar Raya Besar dan Gedung Serbaneka, Keluaran Getah/Plastik/Tembikar, Perhotelan, Elektronik, Institusi Pengajian Tinggi Swasta dan Hospital Swasta. Program ini akan ditawarkan kepada majikan khususnya majikan Perusahaan Kecil dan Sedarhana (PKS).

Dengan perkembangan terkini dalam penggunaan teknologi baru, sebanyak 33 program latihan yang diperlukan oleh industri Elektronik telah diperolehi secara penyumberan luar dan ditawarkan kepada majikan melalui Skim PROLUS/PERLA seperti di ***Jadual 12*** *dan* ***Jadual 13.***

TABLE 12 / *JADUAL 12*

TRAINING PROGRAMMES OUTSOURCED / DEVELOPED

PROGRAM LATIHAN SECARA PENYUMBERAN LUAR / DIBANGUNKAN

Item	Training Programmes Outsourced / *Program Latihan Secara Penyumberan Luar*	Industry / *Industri*
1	Professional Selling Skills For Direct Selling	Direct Selling
2	Blue Ocean Strategy	All sectors Industry/ *Industri*
3	Mastering Creative Innovation	All sectors Industry/ *Industri*
4	Hygiene for Food Industry/ Food Service & Retail	Food/Beverage/Agro-Based
5	Merchandise Planning	Supermarket/Hypermarket/Dept. Store
6	Inventory Planning For Retail Stores	Supermarket/Hypermarket/Dept. Store
7	Retail Stores Design and Display	Supermarket/Hypermarket/Dept. Store
8	Quality Customer Service For Direct Selling	Direct Selling
9	Effective Presentation Skills For Direct Selling	Direct Selling
10	Event Management For Direct Selling Industry	Direct Selling
11	Effective Leadership and Motivation Skills For Direct Selling	Direct Selling
12	Coaching and Mentoring	All sectors
13	Rubber Calendaring	Rubber Products / Plastics / Ceramics
14	Rubber Screw Extruder	Rubber Products / Plastics / Ceramics
15	Effective Employee Relations For The Direct Selling Industry	Direct Selling
16	Arabic Language	Hotel
17	Wireless Technology Overview	Electronics
18	Fundamentals of RF Microwave	Electronics
19	Research & Project Management Principles	Electronics
20	Value Creation Through Innovating & Patenting	Electronics
21	Customer Relationship Skills	All Sectors
22	Korean Language	Hotel
23	Japanese Language	Hotel
24	Effective Communication Skills For The Front-Liners In The Healthcare Industry	Private Hospital

Item	Training Programmes Outsourced / *Program Latihan Secara Penyumberan Luar*	Industry / *Industri*
25	Effective Communication Skill For The Healthcare Professionals In The Healthcare Industry	Private Hospital
26	Evaluation on Effectiveness of Training (EET)	Private Colleges/ Institution of Higher Learning
27	Patient Safety and Risk Management	Private Hospital
28	Communication and Technical English	All schemes except Hotel

TABLE 13 / *JADUAL 13*

NEW TECHNOLOGY TRAINING PROGRAMMES OUTSOURCED FOR THE ELECTRONICS INDUSTRY

PROGRAM LATIHAN TEKNOLOGI BARU SECARA PENYUMBERAN LUAR UNTUK INDUSTRI ELEKTRONIK

Item	Training Programmes Outsourced / *Program Latihan Secara Penyumberan Luar*
1	Failure Modes and Mechanism Due To Wafer Properties and Process
2	Semiconductor Devices and Material
3	Diagnostic Technology For Semiconductors
4	Switch Mode Power Supply Design
5	RF Circuit Design –Passive Circuits
6	Essential RD Microwave Concepts – A Practical Approach
7	FPGA – Based Digital System Design With HDL
8	Practical Approach To EMI/EMC Troubleshooting
9	Mechanical Vibration and Acoustic Noise – Analysis, Diagnostic and Attenuation
10	Managing New Product Development (NPD)
11	Essentials of Analog Circuit Design
12	PLL and Frequency Synthesizer-Concept and Characterisation
13	Quick Start To ADS
14	Control System Design For Switch Mode Power Supply
15	Advanced VEE Programming
16	High-Speed PCB Design
17	Electronic Instrumentation 1 – Practical Measurement Using Basic and Advanced Functions
18	Wireless Personal Area Network (WPAN) Technology and Standard – Blue tooth, ZigBee, UWB
19	Broadband Wireless Technology and Standards – WIMAX
20	Cellular Technologies With Emphasis On 3G 3.5G
21	Technical Article Writing Workshop
22	Introduction To Agilent VEE
23	Advanced Semiconductor Process Technologies For ULSI Applications
24	RF Microwave Concept and Testing
25	DRAM Technologies and Operations
26	Controlling Conducted and Radiated EMI by Design
27	RF Circuit Design – Active Circuits
28	Inventing Innovation and Patenting
29	Essential of DSP – Concept To Implementation
30	R&D Project Management
31	PCI, PCI X and PCI Express Technologies
32	Fundamentals of Digital RF Communication
33	Essential of EMC For Mechanical Engineers

SMEs Development



Pembangunan PKS

The small and medium enterprises (SMEs) are considered to be the backbone of the supporting industry in most economies. SMEs are endogenous sources of growth and have the potential to strengthen the infrastructure for accelerated economic expansion in Malaysia. To get the most out of these potentials, concerted efforts by SMEs are required to meet global standards as well as to penetrate new markets. Simultaneously, SMEs need to build up their institutional capability by leveraging on the latest technology and acquiring the necessary skills and expertise in order to penetrate and be competitive in the regional and global markets.

It is imperative that SMEs put more emphasis on retraining and skills upgrading to enhance the competency and productivity of their workers. PSMB is continuously looking into ways and means to facilitate and encourage SME employers to retrain and upgrade the skills of their employees in order to enhance productivity and competitiveness. The key strategies to assist SMEs are as follows:-

a) Facilitating SMEs Accessibility To Relevant Training Programmes

SMEs employers have raised concerns on how to source for relevant training programmes that support their business needs. With this feedback, PSMB strived to facilitate employers' training in the best possible way. With the objective to facilitate SMEs accessibility to relevant training, PSMB had implemented several initiatives. Forums were conducted to establish close linkages with employers' associations and training providers to ensure the relevancy of training programmes offered to employers. This is important because employers know best the issues faced by them and this can be articulated to training providers who can then design and offer training programmes as measures to assist SMEs. In 2007, a total of 4 forums were organised with 294 participants.

Perusahaan Kecil dan Sederhana (PKS) merupakan tulang belakang yang menyokong pertumbuhan industri dalam kebanyakkan ekonomi. PKS juga merupakan sumber pertumbuhan pesat dan berpotensi untuk memperkukuhkan infrasturuktur bagi mempercepatkan perkembangan ekonomi di Malaysia. PKS perlulah sentiasa berusaha bersungguh-sungguh dalam mencapai standard global selain dari mencari pasaran baru. Oleh yang demikian, PKS perlu mewujudkan keupayaan institusi mereka seiring dengan penggunaan teknologi baru dan mendapatkan kemahiran serta kepakaran yang terkini dalam mengembangkan pasaran dan meningkatkan dayasaing di pasaran tempatan dan juga pasaran global.

PKS perlu memberi lebih penekanan kepada latihan semula dan peningkatan kemahiran pekerja bagi memantapkan kompetensi dan produktiviti pekerja. PSMB sentiasa mempelbagaikan usaha untuk menggalakkan PKS melatih semula dan meningkatkan kemahiran pekerja supaya dayasaing dan produktiviti syarikat dapat ditingkatkan. Strategi utama dalam usaha membantu majikan PKS adalah seperti berikut:-

a) Membantu PKS Mendapatkkan Program Latihan Yang Sesuai

Majikan PKS sering menyuarakan kesukaran mencari latihan yang bersesuaian dengan keperluan perniagaan syarikat. Berdasarkan maklumbalas ini, PSMB mengambil langkah untuk membantu majikan menjalankan latihan sebaik mungkin. Berlandaskan objektif ini, PSMB telah melaksanakan beberapa inisiatif untuk membantu majikan PKS. Forum telah dilaksanakan bagi menjalin hubungan rapat antara persatuan majikan dan penyedia latihan bagi memastikan program yang disediakan adalah sesuai dengan keperluan majikan. Ini adalah penting kerana pihak majikan boleh memberi maklumbalas secara terus kepada penyedia latihan supaya mereka dapat membangun dan menawarkan modul latihan yang bersesuaian. Dalam tahun 2007, sebanyak 4 forum telah dianjurkan dengan kehadiran 294 orang.

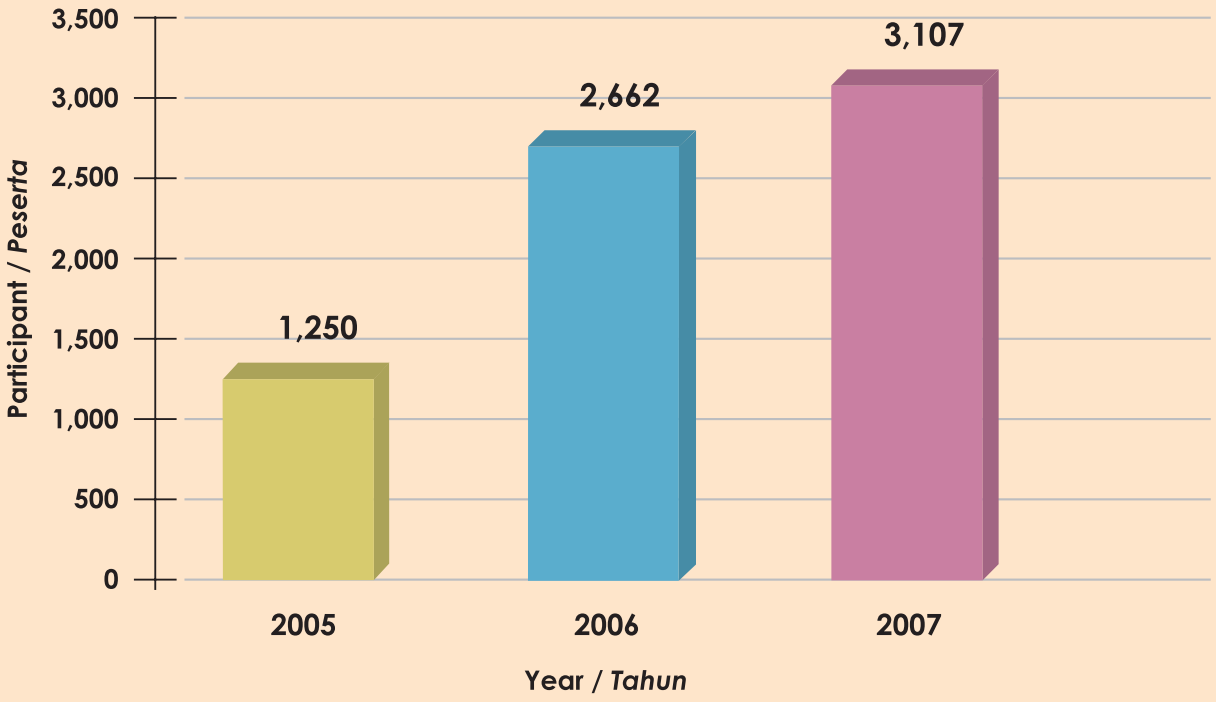
PSMB has also established training committees represented by employers' associations to identify training programmes that are relevant to the industry. The objective is to provide suitable training programmes based on the needs of industry or programmes that are not available in the market. The training programmes identified can be industry specific or industry wide training programmes. These programmes were offered to employers under the SME Training Partners (SMETAP) Scheme. In 2007, 3,107 participants attended training programmes offered under this scheme as shown in **Chart 3.**

PSMB telah menubuhkan beberapa jawatankuasa latihan yang diwakili oleh persatuan majikan untuk mengenalpasti keperluan latihan yang sesuai kepada industri. Matlamat utama adalah untuk menawarkan program latihan yang diperlukan oleh industri yang mana program ini tidak ditawarkan di pasaran. Program latihan yang dikenalpasti adalah sama ada khusus kepada sesuatu industri atau program latihan umum. Program ini ditawarkan kepada majikan melalui Skim "SME Training Partner" (SMETAP). Dalam tahun 2007, seramai 3,107 orang peserta telah menghadiri program latihan yang ditawarkan di bawah skim ini seperti di ***Carta 3.***

CHART 3 / *CARTA 3*

Number of Participants Attended SMETAP Programmmes From Year 2005 - 2007

Jumlah Pelatih Yang Menghadiri Program SMETAP Dari Tahun 2005 - 2007



PSMB has also initiated the "SMEs Training Fair" with the objective to provide a platform for the SMEs to identify and source training programmes relevant to their needs. During the event, training providers exhibited and showcased their products and services to the SMEs.

This event also provided a suitable platform for all SMEs and training providers to interact and explore the possibility to customise training programmes that were required by the employers. In year 2007, two Training Fairs were organised with 447 participants.

b) Inculcating A Positive Training Culture Amongst SMEs

Facing the current global business environment and trade liberalisation, SMEs must be more adaptive especially in skills upgrading to maintain their competitiveness. Through continuous retraining and skills upgrading of their workers, the SMEs would be exposed to new knowledge and management techniques.

This enables SMEs adapt to new changes and strive for continuous improvement. One of the continuous efforts by PSMB is to convince the top management of SMEs that human capital is an important asset to a company and it must be developed to ensure company success. For this purpose, PSMB had invited the PSMB Award Winners to share with other SMEs their experiences on how training has helped them to be successful during the CEO-HRD Talk Series. A total of 10 CEO-HRD Talk Series were organised nationwide in 2007.

PSMB juga telah menganjurkan "SMEs Training Fair" bertujuan memudahkan majikan PKS mencari program latihan yang bersesuaian dengan keperluan mereka. Semasa acara ini, penyedia latihan berpeluang mempamerkan produk dan perkhidmatan mereka kepada PKS.

Acara ini juga memberi peluang kepada penyedia latihan untuk berinteraksi dan meneroka kemungkinan mewujudkan latihan "customised" berdasarkan keperluan PKS. Dalam tahun 2007, dua "Training Fair" telah dianjurkan dengan kehadiran 447 orang peserta.

b) Menerapkan Budaya Latihan Di Kalangan PKS

Berhadapan dengan cabaran global dan perdagangan yang liberal, PKS perlu lebih peka terutama dalam peningkatan kemahiran bagi mengekalkan dayasaing. Melalui latihan semula dan peningkatan kemahiran pekerja yang berterusan, PKS sentiasa didedahkan dengan pengetahuan dan teknik pengurusan yang terkini.

Ini membolehkan pihak PKS menyesuaikan diri dengan perubahan dan penting untuk menambahbaik secara berterusan. Salah satu usaha yang dilakukan oleh PSMB adalah meyakinkan pihak pengurusan atasan PKS bahawa modal insan merupakan aset yang amat penting dalam memastikan kejayaan sesebuah syarikat. Bagi tujuan ini, PSMB telah menjemput pemenang Anugerah PSMB untuk berkongsi pengalaman bagaimana latihan telah membantu mereka dalam mencapai kejayaan di kalangan PKS yang lain dalam CEO-HRD Talk Series. Sebanyak 10 sesi CEO-HRD "Talk Series" telah dilaksanakan di seluruh negara pada tahun 2007.

The extent of training amongst SMEs can be gauged from the utilisation of their HRD levy payments. High utilisation implies more workers had been trained and a training culture had been put in place. To increase the utilisation rate of SMEs, PSMB had taken the pro-active action to educate employers on the guidelines and procedures of the HRDF. One-day workshops were organised to disseminate information on training grant application procedures and financial assistance that can be claimed. Consultation visits to employers' premises were also conducted for employers who were inactive in the utilisation of their HRD levy. During the visits, employers were briefed on the training grant applications and claim procedures. The outreach initiatives had educated 613 SMEs in 2007.

c) Facilitating Government Ministries and Agencies that offer training and development programmes for SMEs

In 2007, PSMB continued to carry out the activities with regard to the mandate given by the National SME Development Council, as the coordinating body to oversee and coordinate all training and human resource development of SMEs in Malaysia. PSMB had organized the Train-The-Trainer (TTT) for trainers from various Ministries and Agencies. In 2007, 23 workshops were conducted and attended by 295 trainers and training coordinators from Government Ministries and Agencies. To assist Ministries / Agencies to evaluate the effectiveness of the training provided by them, PSMB had organised the Evaluation Of The Effectiveness Of Training Workshops (EET). In 2007, 25 workshops were conducted and attended by 325 trainers and training coordinators.

Tahap budaya latihan di kalangan PKS dapat diukur melalui kadar penggunaaan bayaran levi Pembangunan Sumber Manusia. Kadar penggunaan levi yang tinggi menunjukkan bahawa ramai pekerja telah dilatih dan budaya latihan telah diserapkan. Bagi meningkatkan kadar penggunaan levi bagi majikan PKS, PSMB telah mengambil langkah pro-aktif dengan menyalurkan maklumat prosedur dan syarat-syarat KWPSM kepada majikan PKS. Bengkel sehari telah dijalankan untuk menerangkan kepada PKS mengenai prosedur permohonan geran latihan dan kos latihan yang dibenarkan. Lawatan ke premis syarikat yang tidak aktif menggunakan levi mereka juga telah dilaksanakan. Semasa lawatan ini, majikan diberi taklimat mengenai prosedur memohon dan tuntutan geran latihan. Pada tahun 2007, inisiatif ini telah memberi manafaat kepada 613 PKS.

c) Membantu Kementerian Dan Agensi Kerajaan Yang Menawarkan Dan Membangunkan Program Latihan Untuk PKS

Dalam tahun 2007, PSMB telah meneruskan aktiviti di bawah mandat yang diberi oleh Majlis Pembangunan PKS Kebangsaan untuk menyelaras dan memantau latihan dan pembangunan sumber manusia di kalangan PKS di Malaysia. PSMB telah melaksanakan program 'Train-The-Trainer (TTT)' untuk pengajar dari pelbagai Kementerian dan Agensi. Dalam tahun 2007, sejumlah 23 bengkel dilaksanakan dan dihadiri oleh 295 pengajar dan koordinator latihan dari Kementerian dan Agensi Kerajaan. Untuk membantu Kementerian/Agensi Kerajaan menilai keberkesanan program latihan yang ditawarkan oleh mereka, PSMB telah melaksanakan 'Evaluation Of The Effectiveness Of Training Workshops (EET)'. Dalam tahun 2007, sejumlah 25 bengkel telah dianjurkan dan dihadiri oleh 325 pengajar dan koordinator latihan.

Information on training programmes conducted by Ministries / Agencies for SMEs was also gathered and disseminated through www.hrdportal.com.my/freesearch.php.

In 2007, 28 Ministries and Agencies registered and uploaded their programmes with the portal that can be used by SME employers to search for training programmes relevant to their needs.

Maklumat mengenai program latihan yang dilaksanakan oleh Kementerian /Agensi Kerajaan bagi PKS telah dikumpul dan disebarkan melalui www.hrdportal.com.my/freesearch.php.

Pada tahun 2007, 28 Kementerian dan Agensi Kerajaan telah berdaftar dan menyenaraikan program mereka ke dalam portal dimana dapat membantu majikan PKS untuk mendapatkan program latihan yang bersesuaian dengan keperluan mereka.

Training Places and Financial Assistance Approved for SME Employers

A total of RM679.79 million of financial assistance had been approved for SME employers, constituting about 28% of the RM2.41 billion approved for all employers from 1993 to 2007. The training places approved for SME employers for the same period was 1.62 million or 26% of the 6.20 million training places approved for all employers in the same period. It is heartening to note that SME employers have actively begun to train, retrain and upgrade the skills of their workforce and this augurs well for the overall development of SMEs in the country.

Tempat Latihan Dan Bantuan Kewangan Yang Diluluskan Untuk Majikan PKS

Sejumlah RM679.79 juta bantuan kewangan telah diluluskan untuk majikan PKS merangkumi 28% dari RM2.41 bilion yang telah diluluskan untuk semua majikan dari tahun 1993 hingga 2007. Tempat latihan yang diluluskan dalam tempoh yang sama sebanyak 1.62 juta atau 26% daripada 6.20 juta tempat latihan diluluskan untuk semua majikan dalam tempoh yang sama. Majikan PKS telah aktif melatih semula dan meningkatkan kemahiran pekerja mereka dan ini merupakan satu petanda baik dalam pembangunan PKS di negara ini.

Delivery System (Indicators & Achievements)



Sistem Penyampaian (Indikator & Pencapaian)

For training grant approvals, an average processing time of 1.69 days for 2007 was achieved for manual applications and 1.01 days for online applications. For the registration of new employers, all applications were processed with an average processing time of 1.08 days as shown in **Table 14.**

Bagi permohonan geran latihan, purata hari memproses dalam tahun 2007 adalah 1.69 hari untuk permohonan secara manual dan 1.01 hari untuk permohonan secara online. Bagi pendaftaran majikan baru, secara purata, kesemua permohonan diproses dalam tempoh 1.08 hari seperti di ***Jadual 14.***

TABLE 14 / *JADUAL 14*

DELIVERY SYSTEM – INDICATORS & ACHIEVEMENTS

SISTEM PENYAMPAIAN – PETUNJUK & PENCAPAIAN

Strategic Aim / *Sasaran Strategik*

To build capability in key value-added processes
Untuk membina kebolehan dalam proses nilai tambah

No.	Objectives/ *Objektif*	Measures / *Ukuran*	2007 Achievement / *Pencapaian 2007*
1	To ensure speedy registration of employers / *Untuk mempercepatkan pendaftaran majikan*	Number of days (within 2 days) / *Bil. hari (dalam tempoh 2 hari)*	100% (Average/*Purata* : 1.08 days/*hari*)
2	To ensure speedy approval of training grants / *Untuk mempercepatkan kelulusan permohonan geran latihan*	a) Number of days applications being processed - manually (within 5 days); and *Bil. hari permohonan manual diproses (dalam tempoh 5 hari); dan* b) Number of days applications being processed - online (within 1 day) / *Bil. permohonan secara online diproses (dalam tempoh 1 hari)*	99.9% (Average/*Purata* : 1. 69 days/*hari*) 98.7% (Average/*Purata* : 1.01 days/*hari*)
3	To ensure speedy disbursement of claims / *Untuk mempercepatkan pembayaran tuntutan*	Number of claim processed (within 18 days) / *Bil. tuntutan diproses (dalam tempoh 18 hari)*	98.02% (Average/*Purata* : 9.85 days/*hari*)

ICT INITIATIVES UNDERTAKEN TO IMPROVE THE SERVICES OF PSMB IN 2007

TRAINING PROVIDER INFORMATION SYSTEM (TPIS)

To further improve its delivery services, PSMB had launched a new online system known as Training Provider Information System (TPIS) in April 2007. The main objective of the system is to enable training providers to submit applications through the internet.

The system offers two types of services.

CHARGEABLE SERVICES

For chargeable services, training providers have the option to make payments either through the Public Banks or through their internet banking facilities. After payments were made, they could submit applications online for the following services:

- Renewal of Training Provider's Registration Certificate
- Renewal of Approved Training Programme under the PROLUS Scheme
- Renewal of Approved Training Programme under the SBL-KHAS Scheme
- Registration of Approved Training Programme under the PROLUS Scheme
- Registration of Approved Training Programme under the SBL-KHAS Scheme
- Registration of Approved Training Programme under the E-Learning Scheme
- Change of class of training provider's certificate of registration
- Change of company name in the training provider's certificate of registration
- Change of address in the training provider's certificate of registration.

INISIATIF BERTERASKAN ICT YANG DIAMBIL BAGI MEMPERTINGKATKAN TAHAP PENYAMPAIAN PSMB PADA TAHUN 2007

SISTEM MAKLUMAT PENYEDIA LATIHAN (TPIS)

Bagi mempertingkatkan sistem penyampaiannya, PSMB telah melancarkan sistem perisian baru yang dinamakan Sistem Maklumat Penyedia Latihan (TPIS) pada bulan April 2007. Objektif utama sistem tersebut adalah untuk membolehkan penyedia latihan membuat permohonan menerusi internet.

Sistem ini menawarkan dua jenis perkhidmatan.

PERKHIDMATAN BERBAYAR

Bagi perkhidmatan berbayar, penyedia latihan mempunyai pilihan untuk membayar melalui Public Bank atau 'internet banking'. Setelah pembayaran dilakukan, mereka boleh menghantar permohonan bagi perkhidmatan berikut secara online:

- *Pembaharuan Sijil Pendaftaran Penyedia Latihan*
- *Pendaftaran Program Latihan di bawah Skim PROLUS*
- *Pembaharuan program latihan di bawah Skim SBL-KHAS*
- *Pendaftaran Program Latihan di bawah Skim PROLUS*
- *Pendaftaran Program Latihan di bawah Skim SBL-KHAS*
- *Pendaftaran Program Latihan di bawah Skim E-Learning*
- *Pertukaran kelas pendaftaran penyedia latihan*
- *Pertukaran nama syarikat pada sijil pendaftaran penyedia latihan*
- *Pertukaran alamat syarikat pada sijil pendaftaran penyedia latihan.*

Sistem Online Penyedia Latihan
(Urusan Yang Melibatkan Bayaran)

MAKLUMAT PEMBAYARAN

A) Resit Pembayaran

Sila isikan maklumat pembayaran(berpandu pada resit bayaran) pada ruangan di bawah.

Jenis Bayaran :

Cawangan Pembayaran Public Bank : *Contoh : (Subang Jaya)*
No Resit Bayaran : (Contoh : HHM785D)
Tarikh Pembayaran Di Bank : (Contoh : dd/mm/yyyy)
Jumlah Pembayaran(RM) :

B) Senarai Urusan

Tandakan pada kotak di bawah dan isikan amaun berdasarkan resit bayaran.

No	Pilihan	Menu		RM
(a)		**Pembaharuan**		
1)	☐	Sijil(Kelas A = RM 1300; Kelas B = RM 1100; Kelas C = RM 800) *termasuk bayaran portal*		
2)	☐	Penalti Sijil(Kelas A = RM 600; Kelas B = RM 500; Kelas C = RM 350)		
3)	☐	Cawangan [1 X RM 200]**Info**	Bil. Cawangan x 200	
(b)		**Pembaharuan Program Latihan**		
1)	☐	Skim PROLUS **Info**	Bil. Program x 300	0
2)	☐	Skim SBL KHAS **Info**	Bil. Program x 300	0
(c)		**Pendaftaran Program Latihan Baru**		
1)	☐	Skim PROLUS	Bil. Program x 300	0
2)	☐	Skim SBL KHAS	Bil. Program x 300	0
3)	☐	E-Learning	Bil. Program x 300	
(d)		**Pertukaran/Pertambahan**		
1)	☐	Pertukaran taraf Kelas		
2)	☐	Nama Syarikat		
3)	☐	Alamat Syarikat		
4)	☐	Pertambahan Cawangan [1 X RM 700]	Bil. Cawangan x 700	
5)	☐	Perpindahan Cawangan [1 X RM 700]**Info**	Bil. Cawangan x 700	
			Jumlah	0

NON-CHARGEABLE SERVICES

Training providers could submit applications for the following services directly through the TPIS system:

- Extension of PROLUS training programme status registration to the SBL-KHAS Scheme
- Registration of training programmes under the PERLA Scheme

PERKHIDMATAN TANPA BAYARAN

Penyedia latihan boleh membuat permohonan bagi mendapatkan perkhidmatan berikut secara terus melalui sistem TPIS:

- *Perluasan status program latihan PROLUS kepada Skim SBL-Khas*
- *Pendaftaran program latihan Skim PERLA*

EMPLOYERS INFORMATION SYSTEM (EIS)

One of PSMB's ICT initiatives was the development of Employers Information System (EIS) - a single menu to the online services provided for employers. The system is accessible from PSMB's website at www.hrdnet.com.my. EIS would enable employers to gain access to the following online services through a single access:

- Employers' Levy Statements
- Employers' Current Levy Information
- Status of Training Grant Applications
- Status of Training Grant Claims
- Applications of Training Grant Under SBL (SBL Online) and SBL-Khas (SBL-Khas Online) Schemes
- Applications of Training Grant Under IT Scheme (IT Online)
- Registration of Three Authorised Officers for Claims
- Electronic Claim Forms (E-Form)

In addition to the consolidated efforts, PSMB had recently improved its online system for the applications of training grants under the SBL Online and the SBL-Khas Online Schemes. This enhancement improved the user friendliness of the system, thus reduced errors and expediting processing. Employers were encouraged to make full use of the online services that were provided to assist them to be more productive and effective in managing training.

SISTEM MAKLUMAT MAJIKAN (EIS)

Antara inisiatif berteraskan ICT yang dijalankan oleh PSMB ialah pembangunan Sistem Maklumat Majikan (EIS) - iaitu sistem perisian online untuk majikan. Sistem ini boleh dicapai melalui laman web PSMB di www.hrdnet.com.my. Sistem EIS membolehkan majikan mendapatkan perkhidmatan berikut melalui satu laluan:

- *Penyata Levi Majikan*
- *Maklumat Levi Semasa Majikan*
- *Status Permohonan Geran Latihan*
- *Status Tuntutan Geran Latihan*
- *Permohonan Geran Latihan Di bawah Skim SBL (SBL-Online) dan SBL-Khas (SBL-Khas Online)*
- *Permohonan Geran Latihan Di bawah Skim Teknologi Maklumat secara Online (IT Online)*
- *Pendaftaran Tiga Pegawai Yang Dibenarkan membuat tuntutan*
- *Borang Tuntutan Elektronik (E-Form)*

Sebagai tambahan kepada usaha ini, PSMB telah menambahbaik sistem permohonan geran latihan secara online bagi Skim SBL dan SBL-Khas. Penambahbaikan ini adalah untuk meningkatkan tahap mesra pelanggan, mengurangkan kesilapan serta mempercepatkan tempoh permohonan geran latihan. Majikan adalah digalakkan menggunakan sepenuhnya sistem online ini bagi membantu mereka menjadi lebih produktif dan berkesan dalam menguruskan latihan.

Financial Statements



For The Year Ended 31 December 2007

Pembangunan Sumber Manusia Berhad

(Incorporated in Malaysia)

Directors' report for the year ended 31 December 2007

The Directors have pleasure in submitting their report and the audited financial statements of the Company for the year ended 31 December 2007.

Principal activities

The principal activities of the Company are to collect human resources development levy from registered employers and to disburse financial assistance to these employers through training grants.

There has been no significant change in the nature of these activities during the financial year.

Results

	RM
Net profit for the year	70,251,553

Reserves and provisions

There were no material transfers to or from reserves and provisions during the financial year under review.

Dividends

No dividend was paid during the year and the Directors do not recommend any dividend to be paid for the year under review.

Directors of the Company

Directors who served since the date of the last report are:

Y. Bhg. Dato' Tan Yik Huay – Chairman (resigned on 19 July 2007)
Y. Bhg. Datuk Mustafa bin Mansur (resigned on 19 July 2007)
Y. Bhg. Dato' Huang Chang Hsun (alternate to Y. Bhg. Datuk Mustafa bin Mansur –resigned on 19 July 2007. Re-appointed as Chairman on 6 September 2007. Deceased on 25 November 2007)
Y. Bhg. Dato' Ir. Teo Chiang Kok (appointed as member on 19 July 2007. Re-appointed as Chairman on 27 March 2008)
Chai Woon Chew (alternate to Y. Bhg. Dato' Ir. Teo Chiang Kok – appointed on 19 July 2007. Resigned on 27 March 2008)
Y. Bhg. Dato' Azmi bin Ali – Deputy Chairman (resigned on 29 March 2007)
Mohd. Shariff bin Hussin – Deputy Chairman (appointed on 29 March 2007)
Y. Bhg. Datuk Yau De Piyau – Chief Executive (resigned on 14 January 2008)

Tiew Hai San – Chief Executive (appointed on 14 January 2008)
Y. Bhg. Dato' Nik Zainiah binti Nik Abd. Rahman (resigned on 19 July 2007)
Ab. Rahim bin Yusoff (alternate to Y. Bhg. Dato' Nik Zainiah binti Nik Abd. Rahman – resigned on 19 July 2007)
Y. Bhg. Datuk Dr. Nik Mohd. Zain bin Haji Omar (resigned on 19 July 2007)
Hasnan bin Anuar (alternate to Y. Bhg. Datuk Dr. Nik Mohd. Zain bin Haji Omar – resigned on 19 July 2007)
Chong Yook Sang @ Choong Yuke Sang (resigned on 19 July 2007)
Chiu Lea Ngong (alternate to Chong Yook Sang @ Choong Yuke Sang – resigned on 19 July 2007)
Y. Bhg. Datuk Mohd. Ilyas bin Zainol Abidin (resigned on 19 July 2007)
Sarjit Singh a/l Banta Singh (alternate to Y. Bhg. Datuk Mohd. Ilyas bin Zainol Abidin – resigned on 19 July 2007)
Mohd. Hashimi bin Abd. Hadi (resigned on 19 July 2007)
Zainuddin bin Yahya (alternate to Mohd. Hashimi bin Abd. Hadi – resigned on 19 July 2007)
Y. Bhg. Prof. Dato' Dr. Abdul Hakim bin Juri (appointed on 19 July 2007)
Ahmad Zahir bin Mokhtar (alternate to Y. Bhg. Prof. Dato' Dr. Abdul Hakim bin Juri – appointed on 19 July 2007)
Hasan Nudin bin Yeop (appointed on 19 July 2007)
Abd. Rahim bin Hashim (alternate to Hasan Nudin bin Yeop – appointed on 19 July 2007)
Seow Mee Cheong @ Seow Hon Cheong (appointed on 19 July 2007)
Lee Kok Kuan (alternate to Seow Mee Cheong @ Seow Hon Cheong – appointed on 19 July 2007)
Seow Poon Shing (appointed on 19 July 2007)
Cheah Kok Hoong (alternate to Seow Poon Shing – appointed on 19 July 2007)
Chua Tiam Wee (appointed on 19 July 2007)
Teh Kee Sin (alternate to Chua Tiam Wee – appointed on 19 July 2007)
Y. Bhg. Dato' Ei Kim Hock (appointed on 6 September 2007)
Y. Bhg. Dato' Yip Kum Fook (resigned on 19 July 2007)
Y. Bhg. Datuk Wong Khen Thau @ Wong Thau Fatt
Yong Chu Hiung @ Yong Su Hiung (alternate to Y. Bhg. Datuk Wong Khen Thau @ Wong Thau Fatt – resigned on 19 July 2007)
Mohd. Basri bin Abdul Gafar (alternate to Y. Bhg. Datuk Wong Khen Thau @ Wong Thau Fatt – appointed on 19 July 2007)
Y. Bhg. Dato' Dr. Syed Hussain bin Syed Husman (resigned on 19 July 2007)
Abdul Wahab bin Abu Bakar (appointed on 19 July 2007)
Jeyaverasingam a/l Nadarajah (alternate to Abdul Wahab bin Abu Bakar)
Mustapar bin Muhamad (resigned on 19 July 2007)
Y. Bhg. Dato' Yusoff bin Harun (appointed on 24 October 2007)
Ahmad Tajudin bin Jab (alternate to Y. Bhg. Dato' Yusoff bin Harun – resigned on 19 July 2007. Re-appointed on 24 October 2007)
Or Tan Teng
Tee Lee Meng (alternate to Or Tan Teng – resigned on 19 July 2007))
Chin Hon Meng (alternate to Or Tan Teng – appointed on 19 July 2007)
Lim Kok Boon
Noraini binti Soltan (alternate to Lim Kok Boon)
Nor Yahati binti Awang
Mohamed Yusop @ Mohamed Shafi

Directors' benefits

Since the end of the previous financial year, no Director of the Company has received nor become entitled to receive any benefit (other than a benefit included in the aggregate amount of emoluments received or due and receivable by Directors as shown in the financial statements) by reason of a contract made by the Company or a related corporation with the Director or with a firm of which the Director is a member, or with a company in which the Director has a substantial financial interest.

There were no arrangements during and at the end of the financial year which had the object of enabling Directors of the Company to acquire benefits by means of the acquisition of shares in or debentures of the Company or any other body corporate.

Other statutory information

Before the financial statements of the Company were made out, the Directors took reasonable steps to ascertain that:

(i) there are no bad debts to be written off and no provision made for doubtful debts, and

(ii) all current assets have been stated at the lower of cost and net realisable value.

At the date of this report, the Directors are not aware of any circumstances:

(i) that would render it necessary to write off any bad debts or provide for any doubtful debts, or

(ii) that would render the value attributed to current assets in the Company financial statements misleading, or

(iii) which have arisen which render adherence to the existing method of valuation of assets or liabilities of the Company misleading or inappropriate, or

(iv) not otherwise dealt with in this report or the financial statements, that would render any amount stated in the financial statements of the Company misleading.

At the date of this report, there does not exist:

(i) any charge on the assets of the Company that has arisen since the end of the financial year and which secures the liabilities of any other person, or

(ii) any contingent liability in respect of the Company that has arisen since the end of the financial year.

No contingent liability or other liability of the Company has become enforceable, or is likely to become enforceable within the period of twelve months after the end of the financial year which, in the opinion of the Directors, will or may substantially affect the ability of the Company to meet its obligations as and when they fall due.

In the opinion of the Directors, the results of the operations of the Company for the financial year ended 31 December 2007 have not been substantially affected by any item, transaction or event of a material and unusual nature nor has any such item, transaction or event occurred in the interval between the end of that financial year and the date of this report.

Auditors

The auditors, Messrs KPMG, have indicated their willingness to accept re-appointment.

Signed in accordance with a resolution of the Directors:

DATO' IR. TEO CHIANG KOK
Chairman

TIEW HAI SAN
Director

Kuala Lumpur,
27 March 2008

Pembangunan Sumber Manusia Berhad

(Incorporated in Malaysia)

Statement by Directors pursuant to Section 169(15) of the Companies Act, 1965

In the opinion of the Directors, the financial statements set out on pages 92 to 112 are drawn up in accordance with the provisions of the Companies Act, 1965 and applicable approved accounting standards for private entities issued by the Malaysian Accounting Standards Board so as to give a true and fair view of the state of affairs of the Company as at 31 December 2007 and of the results of its operations and cash flows for the year ended on that date.

Signed in accordance with a resolution of the Directors:

DATO' IR. TEO CHIANG KOK
Chairman

TIEW HAI SAN
Director

Kuala Lumpur,
27 March 2008

Pembangunan Sumber Manusia Berhad

(Incorporated in Malaysia)

Statutory declaration pursuant to Section 169(16) of the Companies Act, 1965

I, **AMIRNUDDIN BIN MAZLAN,** the officer primarily responsible for the financial management of Pembangunan Sumber Manusia Berhad, do solemnly and sincerely declare that the financial statements set out on pages 92 to 112 are, to the best of my knowledge and belief, correct and I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declaration Act, 1960.

Subscribed and solemnly declared by the above named in Kuala Lumpur, Malaysia on 27 March 2008.

AMIRNUDDIN BIN MAZLAN
General Manager (Finance)
Pembangunan Sumber Manusia Berhad

Before me,

Maisharah binti Abu Hasan
Commissioner for Oaths
No. W 181

Report of the auditors to the members of Pembangunan Sumber Manusia Berhad

(Company No. 545143-D)
(Incorporated in Malaysia)

We have audited the financial statements set out on pages 92 to 112. The preparation of the financial statements is the responsibility of the Company's Directors.

It is our responsibility to form an independent opinion, based on our audit, on the financial statements and to report our opinion to you, as a body, in accordance with Section 174 of the Companies Act, 1965 and for no other purpose. We do not assume responsibility to any other person for the content of this report.

We conducted our audit in accordance with approved Standards on Auditing in Malaysia. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Directors as well as evaluating the overall financial statements presentation. We believe our audit provides a reasonable basis for our opinion.

In our opinion:

(a) the financial statements are properly drawn up in accordance with the provisions of the Companies Act, 1965 and applicable approved accounting standards for private entities issued by the Malaysian Accounting Standards Board so as to give a true and fair view of:

  (i) the state of affairs of the Company at 31 December 2007 and of the results of their operations and cash flows for the year ended on that date; and

  (ii) the matters required by Section 169 of the Companies Act, 1965 to be dealt with in the financial statements of the Company; and

(b) the accounting and other records and the registers required by the Companies Act, 1965 to be kept by the Company have been properly kept in accordance with the provisions of the said Act.

KPMG
Firm Number: AF 0758
Chartered Accountants

Abdullah Abu Samah
Partner
Approval Number: 2013/06/08(J)

Kuala Lumpur,
Date: 27 March 2008

Pembangunan Sumber Manusia Berhad

(Incorporated in Malaysia)

Balance Sheet as at 31 December 2007

	Note	2007 RM	2006 RM
Land and building	2	30,472,250	24,781,261
Plant and equipment	3	2,685,040	2,908,644
Current assets			
Other receivables	4	10,658,163	8,527,030
Staff loans	5	3,741,625	3,162,312
Investments	6	261,459,894	223,243,827
Fixed deposits	7	599,568,600	531,446,613
Cash and bank balances		34,783,335	18,647,242
Tax recoverable		60,053	99,348
		910,271,670	785,126,372
Current liabilities			
Other payables		2,868,506	1,648,034
Accrued expenditure		845,682	16,000
		3,714,188	1,664,034
Net current assets		906,557,482	783,462,338
		939,714,772	811,152,243
Financed by:			
Grants	8	12,009,634	12,009,634
Retained profits	9	223,718,628	153,467,075
Employers' fund	10	615,960,151	579,952,012
Trust funds	11	85,437,581	63,523,725
		937,125,994	808,952,446
Long term liability			
Retirement benefits	12	2,588,778	2,199,797
		939,714,772	811,152,243

The financial statements were approved and authorised for issue by the Board of Directors on 27 March 2008.

The notes set out on pages 97 to 112 form an integral part of, and should be read in conjunction with, these financial statements.

Pembangunan Sumber Manusia Berhad

(Incorporated in Malaysia)

Income statement for the year ended 31 December 2007

	Note	2007 RM	2006 RM
Income			
Dividend on unit trust		18,605,572	9,365,051
Fees		1,592,284	1,673,589
Gain on disposal of plant and equipment		37,625	4,209
Gain on disposal of investment		46,012,845	1,651,726
Interest		22,863,786	19,031,660
Penalty on late payment of levy		2,726,101	2,432,239
Receipts for services		8,450	7,000
Reversal on diminution in value of unit trust		1,756,172	3,879,301
Sale of goods		18,799	28,126
		93,621,634	38,072,901
Expenses			
Advertising and printing		(1,690,215)	(1,512,339)
Auditors' remuneration		(26,015)	(11,324)
Bonuses		(1,243,715)	(582,717)
Depreciation		(2,913,723)	(1,892,404)
Development		(197,000)	-
Directors' fees		(143,389)	(119,561)
Directors' remuneration		(330,072)	(311,468)
Diminution in value of unit trust		(3,488,525)	(1,604,335)
EPF contributions		(1,101,239)	(741,372)
Legal and professional fees		(294,552)	(247,477)
Medical fees		(395,384)	(282,881)
Minor repairs		(62,980)	(53,241)
Office supplies		(255,998)	(367,222)
Other expenses		(983,533)	(976,947)
Overtime allowances		(195,463)	(197,643)
Provision for retirement benefits		(456,174)	(1,102,405)
Rental		(963,731)	(817,716)
Repairs and maintenance		(1,444,177)	(1,399,193)
Salaries and allowances		(5,152,601)	(3,660,496)
SOCSO contributions		(57,157)	(68,825)
Staff training		(153,668)	(207,970)
Stamps and postage		(254,353)	(315,757)
Transportation and packaging		(236,228)	(254,724)
Travelling and accommodation		(659,033)	(733,051)
Utilities		(711,623)	(732,929)
Profit before taxation		70,211,086	19,878,904
Taxation	14	40,467	39,768
Net profit for the year		70,251,553	19,918,672

The notes set out on pages 97 to 112 form an integral part of, and should be read in conjunction with, these financial statements.

Pembangunan Sumber Manusia Berhad

(Incorporated in Malaysia)

Statement of recognised gains and losses for the year ended 31 December 2007

The Company has no recognised gains and losses other than net profit for the year.

The notes set out on pages 97 to 112 form an integral part of, and should be read in conjunction with, these financial statements.

Pembangunan Sumber Manusia Berhad

(Incorporated in Malaysia)

Cash flow statement for the year ended 31 December 2007

	2007 RM	2006 RM
CASH FLOW FROM OPERATING ACTIVITIES		
CASH GENERATED FROM OPERATIONS		
Cash received from clients	22,223,027	13,707,939
Cash payment to vendors and administration	(14,440,134)	(14,101,070)
CASH FLOW CHANGES FROM OPERATING ACTIVITIES	7,782,893	(393,131)
CASH FROM EMPLOYERS' FUND		
Receipts from employers	311,862,134	289,287,741
Payments to employers	(260,470,667)	(221,967,320)
CASH FLOW CHANGES AFTER EMPLOYERS' FUND	59,174,360	66,927,290
CASH FROM TRUST FUNDS		
Payment to registered training providers	(6,675,951)	(6,156,548)
Payment for SME activities	(1,320,470)	(762,999)
Payment from retirement benefits	(67,103)	-
Receipts from government allocation	12,000,000	2,400,000
Receipts from registered employers	2,534,610	2,928,652
CASH FLOW CHANGES AFTER TRUST FUNDS	65,645,446	65,336,395
Interest received	21,594,233	18,248,544
NET CASH GENERATED FROM OPERATING ACTIVITIES	87,239,679	83,584,939
CASH FLOW FROM INVESTING ACTIVITIES		
Advance to from staffs	7,712	(3,192)
Loan to staffs	(579,314)	(1,002,165)
Acquisition of land and building	-	(24,976,106)
Acquisition of plant and equipment	(8,344,671)	(655,467)
Sale of unit trusts	166,012,845	16,231,498
Sales proceeds from disposals of plant and equipment	189	5,725
Purchase of investments	(160,000,000)	(60,000,000)
NET CASH USED IN INVESTING ACTIVITIES	(2,903,239)	(70,399,707)
NET INCREASE IN CASH AND CASH EQUIVALENTS	84,336,440	13,185,232
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	550,093,855	536,908,623
CASH AND CASH EQUIVALENTS AT END OF YEAR	634,430,295	550,093,855

(i) Cash and cash equivalents

Cash and cash equivalents included in the cash flow statements comprise of the following balance sheet amounts:

	2007 RM	2006 RM
Cash and bank balances	34,783,335	18,647,242
Fixed deposits	599,568,600	531,446,613
Balance as at 31 December	634,351,935	550,093,855

The notes set out on pages 97 to 112 form an integral part of, and should be read in conjunction with, these financial statements.

Pembangunan Sumber Manusia Berhad

(Incorporated in Malaysia)

Notes to the financial statements

1. Summary of significant accounting policies

The following accounting policies are adopted by the Company and are consistent with those adopted in previous years.

(a) **Basis of Accounting**

The financial statements of the Company are prepared on the historical cost basis except as disclosed in the notes to the financial statements and in compliance with the provisions of the Companies Act, 1965 and applicable approved accounting standards for private entities issued by the Malaysian Accounting Standards Board.

(b) **Property, plant and equipment**

Freehold land is stated at cost. Plant and equipment are stated at cost less accumulated depreciation and accumulated impairment losses.

Plant and equipment retired from active use and held for disposal are stated at the carrying amount at the date when the asset is retired from active use, less impairment losses, if any.

Depreciation

The straight-line method is used to write off the cost of the assets over the term of their estimated useful lives at the following principal annual rates:

	%
Building	5
Motor vehicles	10
Renovation	20
Furniture and office fittings	20
Office equipment	20
Electric and electronic equipment	20

(c) **Investments**

Investments are stated at cost. An allowance is made when the Directors are of the view that there is a diminution in their value which is other than temporary. Current quoted investments are stated at the lower of cost and market value on a portfolio basis.

(d) **Receivables**

Other receivables and staff loans are stated at cost less allowance for doubtful debts.

Loans to staff are for computer, motor vehicle and housing loans charged at an interest rate of 4% annually and the interest receivable will be credited to Trust Funds – Housing Loan Fund.

(e) **Cash and cash equivalents**

Cash and cash equivalents consist of cash on hand, balances and deposits with banks and highly liquid investments which have an insignificant risk of changes in value.

(f) **Payables**

Other payables and accrued expenditure are stated at cost.

(g) **Income Tax**

Tax on the profit or loss for the year comprises current and deferred tax. Income tax is recognised in the income statement except to the extent that it relates to items recognised directly in equity, in which case it is recognised in equity.

Current tax expense is the expected tax payable on the taxable income for the year, using tax rates enacted or substantially enacted at the balance sheet date, and any adjustment to tax payable in respect of previous years.

Deferred tax is provided, using the liability method, on temporary differences arising between the tax bases of assets and liabilities and their carrying amounts in the financial statements. Temporary differences are not recognised for the initial recognition of assets or liabilities that at the time of the transaction affects neither accounting nor taxable profit. The amount of deferred tax provided is based on the expected manner of realisation or settlement of the carrying amount of assets and liabilities, using tax rates enacted or substantially enacted at the balance sheet date.

A deferred tax asset is recognised only to the extent that it is probable that future taxable profits will be available against which the asset can be utilised.

(h) **Impairment**

The carrying amount of the Company's assets, other than financial assets, are reviewed at each balance sheet date to determine whether there is any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated. An impairment loss is recognised whenever the carrying amount of an asset or the cash-generating unit to which it belongs exceeds its recoverable amount. Impairment losses are recognised in the income statement.

The recoverable amount is the greater of the asset's net selling price and its value in use. In assessing value in use, estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the assets. For an asset that does not generate largely independent cash inflows, the recoverable amount is determined for the cash-generating unit to which the asset belongs.

An impairment loss is reversed if there has been a change in the estimates used to determine the recoverable amount and it is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortisation, if no impairment loss has been recognised. The reversal is recognised in the income statement.

(i) **Grants**

Grants received are credited into grant accounts on a cash receipt basis.

(j) **Employers' fund**

(i) ***Human resources development levy***

Payments of human resources development levy by employers are credited into employers' account on a cash receipt basis.

(ii) ***Deregistration and re-registration of employers under Section 16(2) Pembangunan Sumber Manusia Berhad Act, 2001***

Employers' fund related to deregistered employers under Section 16(2) Pembangunan Sumber Manusia Berhad Act, 2001 will be transferred from employers' fund account to General Reserves II. These funds will be transferred back to employers' fund account if the employer is re-registered within a period of two years from the date of deregistration. The employer shall continue to be eligible to receive any financial assistance or other benefits to which the employer were entitled to prior to the deregistration.

(k) **Income**

(i) ***Interest income***

Interest income is recognised in the income statement as it accrues, taking into account the effective yield on the asset.

(ii) ***Income on fees, sale of goods and services***

Income from fees and sale of goods is measured at the fair value of the consideration receivable and is recognised in the income statement when the significant risks and rewards of the ownership have been transferred to the buyer.

Income from services is recognised based on invoiced value to customer in the current year.

(iii) ***Dividend income***

Dividend income is recognised when the right to receive payment is established.

(l) **Employee benefits**

(i) ***Short term employee benefits***

Wages, salaries and bonuses are recognised as expenses in the year in which the associated services are rendered by employees of the Company. Short term accumulating compensated absences such as paid annual leave are recognised when services are rendered by employees that increase their entitlement to future compensated absences, and short term non-accumulating compensated absences such as sick leave are recognised when absences occur.

(ii) ***Defined contribution plan***

Obligations for contributions to defined contribution plans are recognised as an expense in the income statement as incurred.

(iii) ***Defined benefit plan***

The Company net obligation is calculated by estimating the amount of future benefit that employees have earned in return for their service in the current and prior periods; that benefit is discounted to determine the present value. The discount rate is the market yield at the balance sheet date on high quality corporate bonds. The calculation is performed by an actuary using the projected unit credit method.

When the benefits of the scheme are improved, the portion of the increased benefit relating to past service by employees is recognised as an expense in the income statement on a straight-line basis over the average period until the benefits become vested. To the extent that the benefits vest immediately, the expense is recognised immediately in the income statement.

2. Land and building

	Land	Building	Total
	RM	RM	RM
Cost:			
At 1 January 2007	1,591,200	23,384,906	24,976,106
Additions	-	6,954,494	6,954,494
Disposals	-	-	-
At 31 December 2007	1,591,200	30,339,400	31,930,600
Accumulated depreciation:			
At 1 January 2007	-	194,845	194,845
Charge for the year	-	1,263,505	1,263,505
Disposals	-	-	-
At 31 December 2007	-	1,458,350	1,458,350
Net Book Value:			
At 31 December 2007	1,591,200	28,881,050	30,472,250
At 31 December 2006	1,591,200	23,190,061	24,781,261
Depreciation charges for the year ended 31 December 2006	-	194,845	194,845

Land title is in the process of transfer to Pembangunan Sumber Manusia Berhad.

3. Plant and equipment

	Motor vehicles	Renovation	Furniture and office fittings	Office equipment	Electric and electronic equipment	Total
	RM	RM	RM	RM	RM	RM
Cost:						
At 1 January 2007	708,765	450,589	695,438	467,241	10,384,457	12,706,490
Additions	105,166	-	851,924	52,882	420,962	1,430,934
Disposals	(113,375)	-	-	(12,759)	(150,456)	(276,590)
At 31 December 2007	700,556	450,589	1,547,362	507,364	10,654,963	13,860,834
Accumulated depreciation:						
At 1 January 2007	491,182	358,306	639,465	327,490	7,981,403	9,797,846
Charge for the year	78,332	27,908	51,275	49,227	1,443,476	1,650,218
Disposals	(113,374)	-	-	(10,039)	(148,857)	(272,270)
At 31 December 2007	456,140	386,214	690,740	366,678	9,276,022	11,175,794
Net Book Value:						
At 31 December 2007	244,416	64,375	856,622	140,686	1,378,941	2,685,040
At 31 December 2006	217,583	92,283	55,973	139,751	2,403,054	2,908,644
Depreciation charges for the year ended 31 December 2006	110,550	44,999	44,550	41,688	1,455,771	1,697,558

4. Other receivables

	2007 RM	2006 RM
Deposits and Prepayments		
Advances on branch office rental	205,840	54,956
Advances on franking machines	16,972	14,934
Deposit on medical benefits	33,500	33,500
Deposit on office telephones	253	253
Deposit on parking rental	3,547	3,547
Deposit on safe deposit box	200	200
Deposit on store rental	10,180	10,180
Deposit on water and electricity (store)	73,400	71,600
Prepayments on maintenance and services	1,150,929	53,717
Other receivables		
Accrued interest on fixed deposits	8,389,003	7,119,451
Accrued interest (penalty on late payment of levy)	774,339	1,156,980
Advances		
Staff advance	-	7,712
	10,658,163	8,527,030

5. Staff loans

	2007 RM	2006 RM
Motor vehicle loans	295,607	321,995
Computer loans	88,792	124,422
Housing loans	3,357,226	2,715,895
	3,741,625	3,162,312

6. Investments

	2007 RM	2006 RM
Quoted investments		
At cost	263,065,289	220,968,861
Write back of impairment in prior year	1,883,130	3,879,301
Provision for diminution in value	(3,488,525)	(1,604,335)
	261,459,894	223,243,827
At market value	287,085,018	223,243,827

7. Fixed deposits

	2007 RM	2006 RM
Fixed deposits at licensed banks	531,302,618	466,388,252
Fixed deposits at other licensed financial institutions	68,265,982	65,058,361
	599,568,600	531,446,613

The weighted average fixed deposit rates at licensed banks and other financial institutions are as follows:

	2007 %	2006 %
Licensed banks	3.69	3.62
Other financial institutions	5.00	5.00

8. Grants

		2007 RM	2006 RM
A.	MATCHING GRANT FROM THE FEDERAL GOVERNMENT		
	Balance as at 31 December	12,009,634	12,009,634
B.	SPECIFIC GRANT SMALL ENTERPRISES TRAINING INCENTIVE GRANT		
	Balance as at 1 January	-	-
	Add : Government allocation	3,500,000	-
		3,500,000	-
	Less : Transferred to Employers' Fund	(3,500,000)	-
	Balance as at 31 December	-	-
	Total	12,009,634	12,009,634

9. Retained profits

	2007 RM	2006 RM
Balance as at 1 January	153,467,075	133,792,500
Add : Net profit for the year	70,251,553	19,918,672
Transferred from Small and Medium Industry Consultancy Services Fund	-	155,903
	223,718,628	153,867,075
Less : Transferred to Motor Vehicles Loan Fund	-	(400,000)
Balance as at 31 December	223,718,628	153,467,075

10. Employers' fund

		2007 RM	2006 RM
Balance as at 1 January		579,952,012	512,631,591
Add :	Levy collected	311,853,712	289,287,741
	Small Enterprises Training Incentive Grant	3,500,000	-
		895,305,724	801,919,332
Less :	Training grant disbursed	(259,999,996)	(219,999,988)
	Transferred to General Reserves I (Note 19)	(18,874,907)	-
	Levy refunded	(455,583)	(689,078)
	Levy refunded to employers who were not liable to register under the HRDF	(15,087)	(1,278,254)
Balance as at 31 December		615,960,151	579,952,012

11. Trust funds

		Note	2007 RM	2006 RM
(a)	Motor Vehicles Loan Fund		800,000	800,000
(b)	Computer Loan Fund		300,000	300,000
(c)	Educational Sponsorship Fund		500,000	500,000
(d)	Retrenched Workers' Training Fund	15	6,179,947	2,497,409
(e)	Apprenticeship Fund	16	5,037,915	3,140,031
(f)	Training and Consultancy Fund	17	4,115,237	3,828,789
(g)	Housing Loan Fund	18	12,906,907	12,414,358
(h)	General Reserves I	19	50,698,681	36,823,774
(i)	General Reserves II	20	721,271	721,271
(j)	Small Enterprises Training Coordinating Fund	21	4,177,623	2,498,093
	Total		85,437,581	63,523,725

12. Retirement benefits

	2007 RM	2006 RM
Present value of unfunded obligations	2,588,778	2,199,797
Recognised liability for defined benefit obligations	2,588,778	2,199,797
Analysed as:		
Current portion	-	-
Non-current portion	2,588,778	2,199,797
	2,588,778	2,199,797

Liability for defined benefit obligations

The Company operates a defined benefit scheme that provides pension benefits for employees upon retirement. Under the scheme, eligible employees are entitled to retirement benefits of one and half month of the last drawn salary for each completed year of service upon the retirement age of 55 if the number of years of service is less than 10 years and two months if the number of years of service is more than 10 years. Employees are also given the optional to retire at the age of 50 and 45 for male and female respectively.

Movements in the net liability recognised in the balance sheet

	2007 RM	2006 RM
Net liability at 1 January	2,199,797	1,319,004
Expense recognised in the income statement	456,174	1,102,405
Expense recognised in the balance sheet	(67,193)	(221,612)
Net liability at 31 December	2,588,778	2,199,797

Expenses recognised in the income statements

	2007 RM	2006 RM
Defined benefit scheme		
Current service cost	435,705	1,052,938
Interest on obligation	20,469	49,467
	456,174	1,102,405

Liability for defined benefit obligations

Principal actuarial assumptions used at the balance sheet date (expressed as weighted averages):

	2007 RM	2006 RM
Discount rate	7.0%	7.0%
Average salary income	5.0%	5.0%

13. Employee information

	2007 RM	2006 RM
Other staff costs	5,680,133	4,312,038
Employees Provident Fund	1,101,239	741,372
	6,781,372	5,053,410

The number of employees of the Company (including Directors) at the end of the year was 149 (2006 – 151 employees).

14. Taxation

	2007 RM	2006 RM
- Current year	40,467	39,768

Pembangunan Sumber Manusia Berhad was exempted from the payment of income tax in respect of statutory income in relation to all of its sources of income except dividend income for 7 years from the year of assessment 2001 until the year of assessment 2007. The exemption was made vide the Income Tax (Exemption) (No. 61) Order 2003 (P.U. (A) 404) published in the Government Gazette dated 1 October 2003.

15. Retrenched Workers' Training Fund

	2007 RM	2006 RM
Balance as at 1 January	2,497,409	3,054,509
Add : Transferred from General Reserves I (Note 19)	5,000,000	-
	7,497,409	3,054,509
Less : Payment for trainees' course fees	(1,317,462)	(557,100)
Balance as at 31 December	6,179,947	2,497,409

16. Apprenticeship Fund

	2007 RM	2006 RM
Balance as at 1 January	3,140,031	5,059,050
Add : Government allocation	5,500,000	-
Transferred from General Reserves I	-	2,120,000
	8,640,031	7,179,050
Less : Payment for apprentices' course fees	(3,602,116)	(4,039,019)
Balance as at 31 December	5,037,915	3,140,031

17. Training and Consultancy Fund

	2007 RM	2006 RM
Balance as at 1 January	3,828,789	3,306,416
Add : Participation fees	2,025,250	2,063,750
	5,854,039	5,370,166
Less : Expenses	(1,738,802)	(1,541,377)
Balance as at 31 December	4,115,237	3,828,789

18. Housing Loan Fund

			2007 RM	2006 RM
Balance as at 1 January			12,414,358	11,568,508
Add	:	Interest on loan	108,776	79,855
		Interest on investment	400,584	785,047
			12,923,718	12,433,410
Less	:	Subsidy on interest charged for borrowers of Government Housing Loan Scheme	(16,811)	(19,052)
Balance as at 31 December			12,906,907	12,414,358

19. General Reserves I

			2007 RM	2006 RM
Balance as at 1 January			36,823,774	38,943,774
Add	:	Transferred from Employers' Fund (Note 10)	18,874,907	-
			55,698,681	38,943,774
Less	:	Transferred to Apprenticeship Fund	-	(2,120,000)
		Transferred to Retrenched Workers' Training Fund (Note 15)	(5,000,000)	-
Balance as at 31 December			50,698,681	36,823,774

20. General Reserves II

	2007 RM	2006 RM
Balance as at 1 January	721,271	721,271
Balance as at 31 December	721,271	721,271

21. Small and Medium Enterprises Training Coordinating Fund

	2007 RM	2006 RM
Balance as at 1 January	2,498,093	861,092
Add : Government allocation	3,000,000	2,400,000
	5,498,093	3,261,092
Less : Expenses	(1,320,470)	(762,999)
Balance as at 31 December	4,177,623	2,498,093

22. Financial instruments

Financial risk management objectives and policies

Exposure to credit risk and interest rate arises in the normal course of the Company's operation. The Board of Directors and Investment Panel reviews and agrees policies for managing each of these risks and they are summarised below:

(a) **Credit risk**

The Company has a policy on controlling deposits at banks and financial institutions. Fixed deposits are placed only with licensed financial institutions.

At balance sheet date, there were no significant concentrations of credit risk. The maximum exposure to credit risk for the Company is represented by the carrying amount of each financial asset.

(b) **Interest rate risk**

The Company's exposure to market risk for changes in interest rates relates primarily to the Company's deposits placed with financial institutions. It is the Company's policy to place deposits on a short term basis and therefore, changes in the market interest rates would have no significant impact on the Company's potential returns on the deposits.

The following table shows information about the Company's exposure to interest rate risk.

Effective interest rates and reprising analysis

In respect of interest-earning financial assets, the following table indicates their effective interest rates at the balance sheet date and the periods in which they reprise or mature, whichever is earlier.

	2007				
	Effective interest rate per annum %	Total RM	Within 1 year RM	1 – 5 years RM	After 5 years RM
Financial assets Deposits with licensed banks and licensed financial institutions	3.71	599,568,600	599,568,600	-	-
Staff loans	4.00	3,741,625	5,356	212,324	3,523,945

	2006				
	Effective interest rate per annum %	Total RM	Within 1 year RM	1 – 5 years RM	After 5 years RM
Financial assets Deposits with licensed banks and licensed financial institutions	3.62	531,446,613	531,446,613	-	-
Staff loans	4.00	3,162,312	10,385	436,032	2,715,985

Fair values

In the opinion of the Directors, there is no significant difference between the fair values and the book values of financial assets and financial liabilities.

Penyata Kewangan



Bagi Tahun Berakhir 31 Disember 2007

Pembangunan Sumber Manusia Berhad
(Ditubuhkan di Malaysia)

Laporan Para Pengarah bagi tahun berakhir 31 Disember 2007

Para Pengarah dengan sukacita membentangkan laporan mereka dan penyata kewangan Syarikat yang telah diaudit bagi tahun berakhir 31 Disember 2007.

Kegiatan utama

Aktiviti utama Syarikat adalah untuk mengutip levi pembangunan sumber manusia daripada majikan yang berdaftar dan memberi bantuan kewangan kepada mereka menerusi geran latihan.

Tiada terdapat sebarang perubahan ketara terhadap kegiatan-kegiatan ini sepanjang tahun.

Keputusan

	RM
Keuntungan bersih pada tahun	70,251,553

Rizab dan Peruntukan

Tiada pindahan penting kepada atau daripada rizab dan peruntukan pada tahun semasa.

Dividen

Tiada dividen dibayar pada tahun semasa dan para Pengarah tidak mengesyorkan apa-apa bayaran dividen bagi tahun semasa.

Para Pengarah Syarikat

Para Pengarah yang memegang jawatan sejak tarikh laporan yang lalu:

Y. Bhg. Dato' Tan Yik Huay – Pengerusi (meletak jawatan pada 19 Julai 2007)
Y. Bhg. Datuk Mustafa bin Mansur (meletak jawatan pada 19 Julai 2007)
Y. Bhg. Dato' Huang Chang Hsun (ahli silih ganti kepada Y. Bhg. Datuk Mustafa bin Mansur – meletak jawatan pada 19 Julai 2007. Dilantik semula sebagai Pengerusi pada 6 September 2007. Meninggal dunia pada 25 November 2007)
Y. Bhg. Dato' Ir. Teo Chiang Kok (dilantik sebagai ahli pada 19 Julai 2007. Dilantik semula sebagai Pengerusi pada 27 Mac 2008)
Chai Woon Chew (ahli silih ganti kepada Y. Bhg. Dato' Ir. Teo Chiang Kok – dilantik pada 19 Julai 2007. Meletak jawatan pada 27 Mac 2008)
Y. Bhg. Dato' Azmi bin Ali – Timbalan Pengerusi (meletak jawatan pada 29 Mac 2007)
Mohd. Shariff bin Hussin – Timbalan Pengerusi (dilantik pada 29 Mac 2007)
Y. Bhg. Datuk Yau De Piyau – Ketua Eksekutif (meletak jawatan pada 14 Januari 2008)

Tiew Hai San – Ketua Eksekutif (dilantik pada 14 Januari 2008)
Y. Bhg. Dato' Nik Zainiah binti Nik Abd. Rahman (meletak jawatan pada 19 Julai 2007)
Ab. Rahim bin Yusoff (ahli silih ganti kepada Y. Bhg. Dato' Nik Zainiah binti Nik Abd. Rahman – meletak jawatan pada 19 Julai 2007)
Y. Bhg. Datuk Dr. Nik Mohd. Zain bin Haji Omar (meletak jawatan pada 19 Julai 2007)
Hasnan bin Anuar (ahli silih ganti kepada Y. Bhg. Datuk Dr. Nik Mohd. Zain bin Haji Omar – meletak jawatan pada 19 Julai 2007)
Chong Yook Sang @ Choong Yuke Sang (meletak jawatan pada 19 Julai 2007)
Chiu Lea Ngong (ahli silih ganti kepada Chong Yook Sang @ Choong Yuke Sang – meletak jawatan pada 19 Julai 2007)
Y. Bhg. Datuk Mohd. Ilyas bin Zainol Abidin (meletak jawatan pada 19 Julai 2007)
Sarjit Singh a/l Banta Singh (ahli silih ganti kepada Y. Bhg. Datuk Mohd. Ilyas bin Zainol Abidin – meletak jawatan pada 19 Julai 2007)
Mohd. Hashimi bin Abd. Hadi (meletak jawatan pada 19 Julai 2007)
Zainuddin bin Yahya (ahli silih ganti kepada Mohd. Hashimi bin Abd. Hadi – meletak jawatan pada 19 Julai 2007)
Y. Bhg. Prof. Dato' Dr. Abdul Hakim bin Juri (dilantik pada 19 Julai 2007)
Ahmad Zahir bin Mokhtar (ahli silih ganti kepada Y. Bhg. Prof. Dato' Dr. Abdul Hakim bin Juri – dilantik pada 19 Julai 2007)
Hasan Nudin bin Yeop (dilantik pada 19 Julai 2007)
Abd. Rahim bin Hashim (ahli silih ganti kepada Hasan Nudin bin Yeop – dilantik pada 19 Julai 2007)
Seow Mee Cheong @ Seow Hon Cheong (dilantik pada 19 Julai 2007)
Lee Kok Kuan (ahli silih ganti kepada Seow Mee Cheong @ Seow Hon Cheong – dilantik pada 19 Julai 2007)
Seow Poon Shing (dilantik pada 19 Julai 2007)
Cheah Kok Hoong (ahli silih ganti kepada Seow Poon Shing – dilantik pada 19 Julai 2007)
Chua Tiam Wee (dilantik pada 19 Julai 2007)
Teh Kee Sin (ahli silih ganti kepada Chua Tiam Wee – dilantik pada 19 Julai 2007)
Y. Bhg. Dato' Ei Kim Hock (dilantik pada 6 September 2007)
Y. Bhg. Dato' Yip Kum Fook (meletak jawatan pada 19 Julai 2007)
Y. Bhg. Datuk Wong Khen Thau @ Wong Thau Fatt
Yong Chu Hiung @ Yong Su Hiung (ahli silih ganti kepada Y. Bhg. Datuk Wong Khen Thau @ Wong Thau Fatt – meletak jawatan pada 19 Julai 2007)
Mohd. Basri bin Abdul Gafar (ahli silih ganti kepada Y. Bhg. Datuk Wong Khen Thau @ Wong Thau Fatt – dilantik pada 19 Julai 2007)
Y. Bhg. Dato' Dr. Syed Hussain bin Syed Husman (meletak jawatan pada 19 Julai 2007)
Abdul Wahab bin Abu Bakar (dilantik pada 19 Julai 2007)
Jeyaverasingam a/l Nadarajah (ahli silih ganti kepada Abdul Wahab bin Abu Bakar)
Mustapar bin Muhamad (meletak jawatan pada 19 Julai 2007)
Y. Bhg. Dato' Yusoff bin Harun (dilantik pada 24 Oktober 2007)
Ahmad Tajudin bin Jab (ahli silih ganti kepada Y. Bhg. Dato' Yusoff bin Harun – meletak jawatan pada 19 Julai 2007. Dilantik semula pada 24 Oktober 2007) Or Tan Teng
Tee Lee Meng (ahli silih ganti kepada Or Tan Teng – meletak jawatan pada 19 Julai 2007)
Chin Hon Meng (ahli silih ganti kepada Or Tan Teng – dilantik pada 19 Julai 2007)
Lim Kok Boon
Noraini binti Soltan (ahli silih ganti kepada Lim Kok Boon)
Nor Yahati binti Awang
Mohamed Yusop @ Mohamed Shafi

Manfaat para Pengarah

Sejak dari akhir tahun kewangan yang lalu, tiada Pengarah telah menerima atau layak menerima sebarang manfaat (melainkan ganjaran Pengarah sebagaimana yang dinyatakan dalam penyata kewangan atau gaji tetap sebagai seorang pekerja sepenuh masa Syarikat) di bawah perjanjian yang dibuat oleh Syarikat atau perbadanan berkait dengan sebarang Pengarah atau dengan sebuah firma di mana Pengarah tersebut adalah seorang ahli, atau dengan sebuah syarikat di mana Pengarah mempunyai kepentingan kewangan yang nyata.

Tiada sebarang persetujuan yang telah dibuat di sepanjang atau di akhir tahun yang mempunyai matlamat membolehkan para Pengarah mendapat manfaat daripada pembelian saham atau debentur dalam Syarikat atau sebarang perbadanan-perbadanan yang lain.

Maklumat berkanun lain

Sebelum penyata kewangan Syarikat disediakan, para Pengarah telah mengambil langkah yang munasabah bagi memastikan bahawa:

(i) kesemua hutang lapuk yang diketahui telah dihapuskira dan peruntukan yang cukup telah dibuat untuk hutang ragu, dan

(ii) semua harta semasa telah dinyatakan pada nilai terendah antara kos dan nilai bersih boleh direalisasikan.

Pada tarikh laporan ini, para Pengarah tidak menyedari wujudnya keadaan:

(i) yang mungkin menyebabkan jumlah hutang yang telah dihapuskira atau peruntukan hutang ragu Syarikat tidak mencukupi, atau

(ii) yang akan menyebabkan nilai harta semasa dalam Syarikat mengelirukan, atau

(iii) yang akan menyebabkan dengan mematuhi kaedah menilai harta dan liabiliti Syarikat yang digunakan sekarang mengelirukan atau tidak sesuai, atau

(iv) selain daripada yang telah diambilkira dalam laporan dan penyata kewangan ini yang akan menyebabkan sebarang jumlah yang dinyatakan dalam penyata kewangan mengelirukan.

Pada tarikh laporan ini, tidak terdapat:

(i) sebarang harta Syarikat yang telah dicagar sejak akhir tahun kewangan ini dan telah menjadi sandaran bagi liabiliti pihak lain, atau

(ii) sebarang liabiliti luarjangka yang berhubung dengan Syarikat yang timbul sejak akhir tahun kewangan.

Tiada liabiliti luarjangka atau liabiliti lain bagi Syarikat yang akan berkuat kuasa, atau mungkin akan berkuat kuasa dalam tempoh dua belas bulan sejak akhir tempoh kewangan ini, yang pada pendapat para Pengarah, akan atau mungkin menjejaskan dengan ketara keupayaan Syarikat menyelesaikan tanggungjawabnya apabila tiba tempoh.

Para Pengarah berpendapat, penghasilan dari operasi Syarikat bagi tahun kewangan berakhir 31 Disember 2006 tidak dipengaruhi secara berkesan oleh sebarang butiran, urusniaga atau peristiwa penting dan luar biasa sifatnya dan tiada sebarang butiran, urusniaga atau peristiwa sedemikian berlaku dalam jarak waktu di antara akhir tahun kewangan dan tarikh laporan ini.

Juruaudit

Juruaudit, Tetuan KPMG, telah menyatakan kesanggupan untuk dilantik semula.

Ditandatangani mengikut resolusi para Pengarah:

DATO' IR. TEO CHIANG KOK
Pengerusi

TIEW HAI SAN
Pengarah

Kuala Lumpur,
27 Mac 2008

Pembangunan Sumber Manusia Berhad
(Ditubuhkan di Malaysia)

Penyata para Pengarah berdasarkan kepada Seksyen 169(15) Akta Syarikat, 1965

Pada pendapat para Pengarah, penyata kewangan yang dibentangkan pada muka surat 122 hingga 141, telah disediakan mengikut peruntukan Akta Syarikat, 1965 dan piawaian perakaunan berkenaan yang diluluskan untuk entiti persendirian yang dikeluarkan oleh Lembaga Piawaian Perakaunan Malaysia supaya memberi gambaran yang benar dan saksama mengenai kedudukan Syarikat pada 31 Disember 2007 dan hasil operasinya serta aliran tunainya bagi tahun berakhir pada tarikh tersebut.

Ditandatangani mengikut resolusi para Pengarah:

DATO' IR. TEO CHIANG KOK
Pengerusi

TIEW HAI SAN
Pengarah

Kuala Lumpur,
27 Mac 2008

Pembangunan Sumber Manusia Berhad

(Ditubuhkan di Malaysia)

Pengisytiharan berdasarkan kepada Seksyen 169(16) Akta Syarikat, 1965

Saya, **AMIRNUDDIN BIN MAZLAN,** pegawai yang terutama bertanggungjawab ke atas pengurusan kewangan Pembangunan Sumber Manusia Berhad, dengan tulus ikhlas memperakui bahawa penyata kewangan yang dibentangkan pada muka surat 122 hingga 141, sebaik pengetahuan dan kepercayaan saya, adalah betul dan saya membuat perakuan ini dengan sebenarnya mempercayai bahawa ianya benar, dan menurut peruntukan Akta Akuan Berkanun, 1960.

Ditandatangani dan diakui oleh penama di atas di Kuala Lumpur, Malaysia pada 27 Mac 2008.

AMIRNUDDIN BIN MAZLAN
Pengurus Besar Kewangan
Pembangunan Sumber Manusia Berhad

Di hadapan saya,

Maisharah binti Abu Hasan
Pesuruhjaya Sumpah
No. W 181

Laporan juruaudit kepada para ahli Pembangunan Sumber Manusia Berhad

(No. Syarikat: 545143-D)
(Ditubuhkan di Malaysia)

Kami telah mengaudit penyata kewangan yang dibentangkan di muka surat 122 hingga 141. Penyediaan penyata kewangan adalah tanggungjawab Para Pengarah Syarikat.

Adalah menjadi tanggungjawab kami untuk memberi pendapat bebas, berdasarkan pengauditan penyata kewangan dan melaporkan pendapat kepada pihak tuan, sebagai satu badan, selaras dengan Seksyen 174 Akta Syarikat 1965 dan bukan untuk tujuan lain. Kami tidak bertanggungjawab kepada pihak lain atas kandungan laporan ini.

Kami melakukan pengauditan kami mengikut Piawaian-Piawaian Pengauditan yang diluluskan di Malaysia. Piawaian-piawaian tersebut memerlukan kami merancang dan melaksanakan pengauditan untuk memberi jaminan yang wajar sama ada penyata kewangan adalah bebas dari salah nyata yang penting. Audit merangkumi pemeriksaan, secara ujian, bukti yang menyokong jumlah dan penyataan di dalam penyata kewangan. Audit juga termasuk penilaian terhadap prinsip perakaunan yang digunakan dan anggaran penting yang dibuat oleh Para Pengarah, beserta dengan penilaian menyeluruh terhadap pembentangan penyata kewangan. Kami percaya pengauditan kami memberi asas yang wajar terhadap pendapat kami.

Pada pendapat kami:

(a) penyata kewangan telah disediakan dengan sempurna mengikut peruntukan Akta Syarikat, 1965 dan piawaian-piawaian perakaunan berkenaan yang telah diluluskan untuk entiti persendirian yang dikeluarkan oleh Lembaga Piawaian Perakaunan Malaysia untuk memberi pandangan yang benar dan saksama terhadap:

  (i) kedudukan Syarikat pada 31 Disember 2007 dan penghasilannya serta aliran tunai Syarikat bagi tahun berakhir pada tarikh tersebut; dan

  (ii) perkara-perkara yang dikehendaki di bawah Seksyen 169 Akta Syarikat, 1965 yang perlu diambilkira dalam penyata kewangan Syarikat; dan

(b) rekod-rekod perakaunan dan lain-lain rekod dan daftar-daftar yang dikehendaki oleh Akta Syarikat, 1965 supaya disimpan oleh Syarikat telah disimpan dengan sempurna menurut peruntukan-peruntukan Akta tersebut.

KPMG
Nombor Firma: AF 0758
Akauntan Berkanun

Abdullah Abu Samah
Rakan Firma
Nombor Kelulusan: 2013/06/08(J)

Kuala Lumpur,
Tarikh: 27 Mac 2008

Pembangunan Sumber Manusia Berhad

(Ditubuhkan di Malaysia)

Kunci Kira-Kira pada 31 Disember 2007

	Nota	2007 RM	2006 RM
Tanah dan bangunan	2	30,472,250	24,781,261
Loji dan Peralatan	3	2,685,040	2,908,644
Harta semasa			
Pelbagai penghutang	4	10,658,163	8,527,030
Pinjaman kepada kakitangan	5	3,741,625	3,162,312
Pelaburan	6	261,459,894	223,243,827
Simpanan tetap	7	599,568,600	531,446,613
Tunai dan baki bank		34,783,335	18,647,242
Cukai diperolehi		60,053	99,348
		910,271,670	785,126,372
Tanggungan semasa			
Pelbagai pemiutang		2,868,506	1,648,034
Perbelanjaan terakru		845,682	16,000
		3,714,188	1,664,034
Harta bersih semasa		906,557,482	783,462,338
		939,714,772	811,152,243
Dibiayai oleh:			
Geran	8	12,009,634	12,009,634
Lebihan terkumpul	9	223,718,628	153,467,075
Dana majikan	10	615,960,151	579,952,012
Kumpulan wang amanah	11	85,437,581	63,523,725
		937,125,994	808,952,446
Liabiliti jangka panjang			
Manfaat persaraan	12	2,588,778	2,199,797
		939,714,772	811,152,243

Penyata kewangan ini telah diterima dan diluluskan oleh Ahli Lembaga Pengarah pada 27 Mac 2008.

Nota-nota yang dibentangkan di muka surat 127 hingga 141 adalah merupakan sebahagian dari penyata kewangan ini dan perlu dibaca berkaitan dengannya.

Pembangunan Sumber Manusia Berhad
(Ditubuhkan di Malaysia)

Penyata pendapatan syarikat bagi tahun berakhir 31 Disember 2007

	Nota	2007 RM	2006 RM
Pendapatan			
Dividen amanah saham		18,605,572	9,365,051
Yuran		1,592,284	1,673,589
Lebihan daripada pelupusan loji dan peralatan		37,625	4,209
Lebihan daripada jualan balik pelaburan		46,012,845	1,651,726
Faedah		22,863,786	19,031,660
Denda levi		2,726,101	2,432,239
Terimaan untuk perkhidmatan		8,450	7,000
Pembetulan kemerosotan nilai pelaburan		1,756,172	3,879,301
Jualan barang-barang		18,799	28,126
		93,621,634	38,072,901
Perbelanjaan			
Pengiklanan dan percetakan		(1,690,215)	(1,512,339)
Bayaran audit		(26,015)	(11,324)
Bonus		(1,243,715)	(582,717)
Susutnilai		(2,913,723)	(1,892,404)
Bayaran Lembaga Pengarah		(197,000)	-
Gaji Pengarah		(143,389)	(119,561)
Kemerosotan nilai pelaburan amanah saham		(330,072)	(311,468)
Caruman KWSP		(3,488,525)	(1,604,335)
Makan dan minuman		(1,101,239)	(741,372)
Perkhidmatan perundangan dan profesional		(294,552)	(247,477)
Bayaran perubatan		(395,384)	(282,881)
Pembaikan kecil		(62,980)	(53,241)
Bekalan pejabat		(255,998)	(367,222)
Lain-lain belanja		(983,533)	(976,947)
Elaun lebih masa		(195,463)	(197,643)
Peruntukan manfaat persaraan		(456,174)	(1,102,405)
Sewaan		(963,731)	(817,716)
Pembaikan dan penyelenggaraan		(1,444,177)	(1,399,193)
Gaji dan Elaun		(5,152,601)	(3,660,496)
Caruman PERKESO		(57,157)	(68,825)
Latihan pekerja		(153,668)	(207,970)
Setem dan pos		(254,353)	(315,757)
Pengangkutan dan bungkusan		(236,228)	(254,724)
Perjalanan dan penginapan		(659,033)	(733,051)
Utiliti		(711,623)	(732,929)
Keuntungan sebelum cukai		70,211,086	19,878,904
Cukai	14	40,467	39,768
Keuntungan bersih pada tahun tahun		70,251,553	19,918,672

Nota-nota yang dibentangkan di muka surat 127 hingga 141 adalah merupakan sebahagian dari penyata kewangan ini dan perlu dibaca berkaitan dengannya.

Pembangunan Sumber Manusia Berhad
(Ditubuhkan di Malaysia)

Penyata lebihan dan kerugian yang diiktiraf bagi tahun berakhir 31 Disember 2007

Syarikat tidak mempunyai lebihan dan kerugian yang diiktiraf selain daripada keuntungan bersih bagi tahun semasa.

Nota-nota yang dibentangkan di muka surat 127 hingga 141 adalah merupakan sebahagian dari penyata kewangan ini dan perlu dibaca berkaitan dengannya.

Pembangunan Sumber Manusia Berhad
(Ditubuhkan di Malaysia)

Penyata aliran tunai bagi tahun berakhir 31 Disember 2007

	2007 RM	2006 RM
ALIRAN TUNAI DARI AKTIVITI OPERASI		
TUNAI DARI OPERASI MENGURUS		
Terimaan tunai dari pelanggan	22,223,027	13,707,939
Bayaran tunai kepada pembekal dan pentadbiran	(14,440,134)	(14,101,070)
PERUBAHAN TUNAI DARI OPERASI MENGURUS	7,782,893	(393,131)
TUNAI DARI DANA MAJIKAN		
Terimaan dari majikan	311,862,134	289,287,741
Bayaran kepada majikan	(260,470,667)	(221,967,320)
PERUBAHAN TUNAI SELEPAS DANA MAJIKAN	59,174,360	66,927,290
TUNAI DARI KUMPULAN WANG AMANAH		
Bayaran kepada penyedia latihan berdaftar	(6,675,951)	(6,156,548)
Bayaran untuk aktiviti PKS	(1,320,470)	(762,999)
Bayaran dari manfaat persaraan	(67,103)	-
Terimaan dari peruntukan kerajaan	12,000,000	2,400,000
Terimaan dari majikan berdaftar	2,534,610	2,928,652
PERUBAHAN TUNAI SELEPAS KUMPULAN WANG AMANAH	65,645,446	65,336,395
Faedah diterima	21,594,233	18,248,544
TUNAI BERSIH DARI AKTIVITI OPERASI	87,239,679	83,584,939
ALIRAN TUNAI DARI AKTIVITI PELABURAN		
Pendahuluan kepada kakitangan	7,712	(3,192)
Pinjaman kepada kakitangan	(579,314)	(1,002,165)
Perolehan tanah dan bangunan	-	(24,976,106)
Perolehan loji dan peralatan	(8,344,671)	(655,467)
Hasil jualan amanah saham	166,012,845	16,231,498
Hasil jualan dari pelupusan loji dan peralatan	189	5,725
Pembelian pelaburan	(160,000,000)	(60,000,000)
TUNAI BERSIH DIGUNA DARI AKTIVITI PELABURAN	(2,903,239)	(70,399,707)
PERTAMBAHAN BERSIH DALAM TUNAI DAN BERSAMAAN TUNAI	84,336,440	13,185,232
TUNAI DAN BERSAMAAN TUNAI PADA AWAL TAHUN	550,093,855	536,908,623
TUNAI DAN BERSAMAAN TUNAI PADA AKHIR TAHUN	634,430,295	550,093,855

(i) Tunai dan bersamaan tunai

Tunai dan bersamaan tunai dalam penyata aliran tunai merangkumi amaun kunci kira-kira seperti berikut:

	2007 RM	2006 RM
Tunai dan baki bank	34,783,335	18,647,242
Simpanan tetap	599,568,600	531,446,613
Baki pada 31 Disember	634,351,935	550,093,855

Nota-nota yang dibentangkan di muka surat 127 hingga 141 adalah merupakan sebahagian dari penyata kewangan ini dan perlu dibaca berkaitan dengannya.

Pembangunan Sumber Manusia Berhad
(Ditubuhkan di Malaysia)

Nota-nota kepada penyata kewangan

1. Dasar-dasar perakaunan penting

Dasar perakaunan berikut digunakan oleh Syarikat dan selaras dengan dasar yang digunakan pada tahun sebelumnya.

(a) **Asas penyediaan**

Penyata kewangan Syarikat telah disediakan mengikut dasar kos sejarah kecuali yang dinyatakan pada nota kepada penyata kewangan dan menurut peruntukan Akta Syarikat, 1965 dan piawaian-piawaian perakaunan berkenaan yang telah diluluskan untuk entiti persendirian yang dikeluarkan oleh Lembaga Piawaian Perakaunan Malaysia.

(b) **Hartanah, loji dan peralatan**

Tanah milik bebas dinyatakan pada kos. Loji dan peralatan dinyatakan pada kos ditolak susutnilai terkumpul dan kerugian rosotnilai terkumpul.

Loji dan peralatan yang tidak lagi digunakan secara aktif dan dipegang untuk dijual dinyatakan pada nilai pegangan dari tarikh aset tidak lagi digunakan, ditolak kerugian rosotnilai, jika ada.

Susutnilai

Kaedah garis lurus digunakan untuk menghapuskan kos mengikut penilaian sepanjang usia kegunaan harta-harta itu pada kadar tahunan berikut:

	%
Bangunan	5
Kenderaan	10
Ubahsuai	20
Perabot & kelengkapan pekabat	20
Perkakas pejabat	20
Peralatan elektrik & elektronik	20

(c) **Pelaburan**

Pelaburan jangka panjang dinyatakan pada kos. Elaun dibuat apabila para Pengarah berpendapat wujudnya pengurangan nilai yang bersifat tetap. Pelaburan semasa dinyatakan pada nilai terendah antara kos dan harga pasaran.

(d) **Penghutang**

Pelbagai penghutang dan pinjaman kepada kakitangan dinyatakan pada kos selepas ditolak elaun untuk hutang ragu.

Pinjaman kepada kakitangan adalah untuk pinjaman komputer, kenderaan dan perumahan yang dikenakan faedah pada kadar 4% setahun dan faedah terakru dikreditkan kepada Kumpulan Wang Amanah – Tabung Pinjaman Perumahan.

(e) **Tunai dan bersamaan tunai**

Tunai dan bersamaan tunai terdiri daripada tunai ditangan dan baki di bank dan pelaburan mudah cair yang tidak mempunyai risiko perubahan nilai ketara.

(f) **Pemiutang**

Pelbagai pemiutang dan perbelanjaan terakru dinyatakan pada kos.

(g) **Cukai pendapatan**

Cukai pendapatan ke atas keuntungan atau kerugian bagi tahun semasa mengandungi cukai semasa dan tertunda. Cukai pendapatan diiktiraf dalam penyata pendapatan, kecuali ianya timbul dari urusniaga yang diiktiraf terus dalam ekuiti.

Belanja cukai semasa adalah cukai kena bayar ke atas pendapatan bercukai bagi tahun semasa, mengikut kadar cukai yang diluluskan atau diluluskan secara substantif pada tarikh kunci kira-kira dan pindaan kepada cukai kena bayar berkaitan tahun sebelumnya.

Cukai tertunda diperuntuk menurut kaedah liabiliti ke atas perbezaan sementara di antara asas cukai aset dan liabiliti dan nilai pegangannya di dalam penyata kewangan. Perbezaan sementara tidak diiktiraf untuk pengiktirafan awal, aset atau liabiliti pada masa transaksi. Cukai tertunda yang diperuntukkan adalah berdasarkan cara realisasi atau penyelesaian bagi nilai pegangan untuk aset dan liabiliti, menggunakan kadar cukai yang diluluskan atau diluluskan secara substantif pada tarikh kunci kira-kira.

Cukai tertunda sebagai aset hanya diiktiraf jika pendapatan bercukai masa hadapan boleh dibandingkan dengan aest yang digunakan.

(h) **Rosotnilai**

Nilai pegangan aset Syarikat, selain aset kewangan, dikaji semula pada setiap tarikh kunci kira-kira untuk menentukan sama ada terdapat tanda rosotnilai. Sekiranya tanda tersebut wujud, nilai pulangan aset akan dianggarkan. Kerugian rosotnilai ditentukan apabila nilai pegangan aset atau unit penjana tunai milik aset tersebut melebihi nilai pulangannya. Kerugian rosotnilai dinyatakan di dalam penyata pendapatan.

Nilai pulangan adalah yang lebih besar di antara harga bersih jualan aset dan nilai gunanya. Di dalam menaksir nilai guna, anggaran aliran tunai masa hadapan didiskaunkan kepada nilai semasa menggunakan kadar diskaun sebelum cukai yang menunjukkan taksiran pasaran semasa nilai masa wang dan risiko khusus aset. Untuk aset yang tidak menjana aliran tunai sendiri yang mencukupi, nilai pulangan ditentukan berdasarkan unit penjana tunai milik aset tersebut.

Kerugian rosotnilai diperbetulkan sekiranya telah ada perubahan dalam anggaran digunakan untuk menentukan nilai pulangannya. Ianya diperbetulkan tertakluk kepada nilai pegangan aset tidak melebihi nilai pegangan aset yang ditentukan, selepas susutnilai dan pelupusan, sekiranya tiada kerugian rosotnilai dinyatakan. Kerugian rosotnilai yang diperbetulkan dinyatakan dalam penyata pendapatan.

(i) **Geran**

Penerimaan geran dikreditkan ke dalam akaun-akaun geran di atas dasar terimaan tunai.

(j) **Dana majikan**

(i) ***Levi pembangunan sumber manusia***

Pembayaran levi pembangunan sumber manusia oleh majikan dikreditkan ke dalam akaun majikan di atas dasar terimaan tunai.

(ii) ***Pembatalan pendaftaran dan pendaftaran semula majikan di bawah Seksyen 16(2) Akta Pembangunan Sumber Manusia Berhad, 2001***

Dana majikan berkaitan dengan majikan yang dibatalkan pendaftaran di bawah Seksyen 16(2) Akta Pembangunan Sumber Manusia Berhad, 2001 akan dipindahkan daripada akaun majikan kepada Rizab Am II. Dana ini akan dimasukkan semula ke akaun majikan jika majikan mendaftar semula dalam tempoh dua tahun dari tarikh pembatalannya. Majikan layak semula untuk menerima bantuan kewangan atau faedah lain yang layak diterima oleh majikan itu sebelum pembatalan pendaftarannya.

(k) **Hasil**

(i) ***Pendapatan faedah***

Pendapatan faedah diambilkira dalam penyata pendapatan apabila terakru, mengambilkira hasil efektif aset.

(ii) ***Pendapatan yuran, jualan barangan dan perkhidmatan***

Hasil daripada yuran dan jualan barangan dikira pada nilai saksama bayaran diterima dan diambilkira dalam penyata pendapatan bila sebahagian besar risiko dan ganjaran pemilikan telah berpindah kepada pembeli.

Hasil daripada perkhidmatan diambilkira dalam penyata pendapatan berdasarkan nilai invois kepada pelanggan dalam tahun semasa.

(iii) ***Pendapatan dividen***

Pendapatan dividen diambilkira bila hak penerimaan dipastikan.

(l) **Manfaat pekerja**

(i) ***Manfaat jangka pendek***

Upah, gaji dan bonus diiktiraf sebagai perbelanjaan dalam tahun di mana perkhidmatan tersebut dilaksana oleh pekerja Syarikat. Cuti berbayar jangka pendek yang boleh dihimpun seperti cuti tahunan diiktiraf apabila perkhidmatan telah disumbangkan oleh pekerja yang menambahkan cuti berbayar masa hadapan dan cuti berbayar jangka pendek yang tidak boleh dikumpul, seperti cuti sakit hanya diiktiraf apabila ianya terjadi.

(ii) ***Pelan sumbangan diiktiraf***

Tanggungjawab untuk menyumbang kepada mana-mana pelan tabungan diiktiraf sebagai perbelanjaan dalam penyata pendapatan apabila ianya terjadi.

(iii) ***Plan manfaat penakrifan***

Obligasi bersih Syarikat dikira dengan menganggarkan amaun manfaat masa hadapan yang akan diperolehi oleh pekerja bagi perkhidmatan dalam tempoh semasa dan selepas; manfaat ini didiskaunkan bagi menentukan nilai semasa. Kadar diskaun ini ialah pulangan pasaran pada tarikh kunci kira-kira atas bon korporat yang berkualiti tinggi. Perkiraan ini dilakukan oleh aktuari menggunakan kaedah kredit unit yang dianggarkan.

Apabila manfaat skim ini meningkat, bahagian manfaat yang meningkat berkaitan dengan perkhidmatan pekerja yang lepas diiktiraf sebagai belanja dalam penyata pendapatan atas dasar garis lurus sepanjang tempoh purata sehingga manfaat perlu dibayar. Sehingga manfaat perlu dibayar, belanja ini diiktiraf dalam penyata pendapatan.

2. Tanah dan bangunan

	Tanah	Bangunan	Jumlah
	RM	RM	RM
Kos:			
Pada 1 Januari 2007	1,591,200	23,384,906	24,976,106
Tambahan	-	6,954,494	6,954,494
Pelupusan	-	-	-
Pada 31 Disember 2007	1,591,200	30,339,400	31,930,600
Susutnilai terkumpul:			
Pada 1 Januari 2007	-	194,845	194,845
Caj pada tahun semasa	-	1,263,505	1,263,505
Pelupusan	-	-	-
Pada 31 Disember 2007	-	1,458,350	1,458,350
Nilai buku:			
Pada 31 Disember 2007	1,591,200	28,881,050	30,472,250
Pada 31 Disember 2006	1,591,200	23,190,061	24,781,261
Susutnilai bagi tahun berakhir 31 Disember 2006	-	194,845	194,845

Geran tanah adalah dalam proses untuk dipindahkan kepada Pembangunan Sumber Manusia Berhad.

3. Loji dan peralatan

	Kenderaan	Ubahsuai	Perabot dan kelengkapan pejabat	Perkakasan pejabat	Peralatan elektrik dan elektronik	Jumlah
	RM	RM	RM	RM	RM	RM
Kos:						
Pada 1 Januari 2007	708,765	450,589	695,438	467,241	10,384,457	12,706,490
Tambahan	105,166	-	851,924	52,882	420,962	1,430,934
Pelupusan	(113,375)	-	-	(12,759)	(150,456)	(276,590)
Pada 31 Disember 2007	700,556	450,589	1,547,362	507,364	10,654,963	13,860,834
Susutnilai terkumpul:						
Pada 1 Januari 2007	491,182	358,306	639,465	327,490	7,981,403	9,797,846
Caj pada tahun semasa	78,332	27,908	51,275	49,227	1,443,476	1,650,218
Pelupusan	(113,374)	-	-	(10,039)	(148,857)	(272,270)
Pada 31 Disember 2007	456,140	386,214	690,740	366,678	9,276,022	11,175,794
Nilai Buku:						
Pada 31 Disember 2007	244,416	64,375	856,622	140,686	1,378,941	2,685,040
Pada 31 Disember 2006	217,583	92,283	55,973	139,751	2,403,054	2,908,644
Susutnilai bagi tahun berakhir						
31 Disember 2006	110,550	44,999	44,550	41,688	1,455,771	1,697,558

4. Pelbagai penghutang

	2007 RM	2006 RM
Wang Cagaran dan Prabayar		
Pendahuluan sewa pejabat cawangan	205,840	54,956
Pendahuluan mesin franking	16,972	14,934
Deposit kemudahan perubatan	33,500	33,500
Deposit telefon pejabat	253	253
Deposit sewa parkir	3,547	3,547
Deposit peti simpanan keselamatan	200	200
Deposit sewa stor	10,180	10,180
Deposit air dan elektrik	73,400	71,600
Prabayar penyelenggaraan dan perkhidmatan	1,150,929	53,717
Pelbagai penghutang		
Faedah simpanan tetap terakru	8,389,003	7,119,451
Faedah terakru - (denda levi)	774,339	1,156,980
Pendahuluan		
Pendahuluan kakitangan	-	7,712
	10,658,163	8,527,030

5. Pinjaman kepada kakitangan

	2007 RM	2006 RM
Pinjaman kenderaan	295,607	321,995
Pinjaman komputer	88,792	124,422
Pinjaman perumahan	3,357,226	2,715,895
	3,741,625	3,162,312

6. Pelaburan

	2007 RM	2006 RM
Pelaburan dinyatakan		
Pada kos	263,065,289	220,968,861
Rosotnilai diperbetulkan bagi tahun sebelum	1,883,130	3,879,301
Peruntukan kemerosotan nilai pelaburan	(3,488,525)	(1,604,335)
	261,459,894	223,243,827
Pada harga pasaran	287,085,018	223,243,827

7. Simpanan tetap

	2007 RM	2006 RM
Simpanan tetap di bank berlesen	531,302,618	466,388,252
Simpanan tetap di syarikat kewangan berlesen	68,265,982	65,058,361
	599,568,600	531,446,613

Purata wajaran bagi kadar faedah simpanan tetap di bank dan syarikat kewangan berlesen adalah seperti berikut:

	2007 %	2006 %
Bank berlesen	3.69	3.62
Syarikat kewangan berlesen	5.00	5.00

8. Geran

		2007 RM	2006 RM
A.	GERAN PENYAMA DARI KERAJAAN PERSEKUTUAN		
	Baki pada 31 Disember	12,009,634	12,009,634
B.	GERAN KHUSUS GERAN INSENTIF PERUSAHAAN KECIL		
	Baki pada 1 Januari	-	-
	Tambah : Peruntukan kerajaan	3,500,000	-
		3,500,000	-
	Tolak : Pindahan ke Dana Majikan	(3,500,000)	-
	Baki pada 31 Disember	-	-
	Jumlah	12,009,634	12,009,634

9. Lebihan terkumpul

			2007 RM	2006 RM
Baki pada 1 Januari			153,467,075	133,792,500
Tambah	:	Keuntungan bersih bagi tahun semasa	70,251,553	19,918,672
		Pindahan dari Khidmat Juruperunding Industri Kecil dan Sederhana	-	155,903
			223,718,628	153,867,075
Tolak	:	Pindahan ke Tabung Pinjaman Kenderaan	-	(400,000)
Baki pada 31 Disember			223,718,628	153,467,075

10. Dana majikan

			2007 RM	2006 RM
Baki pada 1 Januari			579,952,012	512,631,591
Tambah	:	Levi dikutip	311,853,712	289,287,741
		Insentif geran perusahaan kecil dan sederhana	3,500,000	-
			895,305,724	801,919,332
Tolak	:	Bayaran geran latihan	(259,999,996)	(219,999,988)
		Pindahan ke Rizab Am I (Nota 19)	(18,874,907)	-
		Pulangan balik levi	(455,583)	(689,078)
		Pulangan balik levi kepada majikan yang tidak bertanggungan untuk mendaftar di bawah KWPSM	(15,087)	(1,278,254)
Baki pada 31 Disember			615,960,151	579,952,012

11. Kumpulan wang amanah

		Nota	2007 RM	2006 RM
(a)	Tabung Pinjaman Kenderaan		800,000	800,000
(b)	Tabung Pinjaman Komputer		300,000	300,000
(c)	Tabung Pembiayaan Pendidikan		500,000	500,000
(d)	Tabung Latihan Pekerja Yang Dihentikan Kerja	15	6,179,947	2,497,409
(e)	Tabung Perantisan	16	5,037,915	3,140,031
(f)	Tabung Latihan dan Juruperunding	17	4,115,237	3,828,789
(g)	Tabung Pinjaman Perumahan	18	12,906,907	12,414,358
(h)	Rizab Am I	19	50,698,681	36,823,774
(i)	Rizab Am II	20	721,271	721,271
(j)	Tabung Penyelaras Latihan Perusahaan Kecil dan Sederhana	21	4,177,623	2,498,093
	Jumlah		85,437,581	63,523,725

12. Manfaat persaraan

	2007 RM	2006 RM
Obligasi tidak berdana pada nilai semasa	2,588,778	2,199,797
Obligasi manfaat bagi liabiliti yang diiktiraf	2,588,778	2,199,797
Dianalisis sebagai:		
Bahagian semasa	-	-
Bahagian bukan semasa	2,588,778	2,199,797
	2,588,778	2,199,797

Liabiliti untuk obligasi manfaat penakrifan

Syarikat mempunyai skim manfaat yang memberi faedah persaraan kepada pekerja apabila mencapai umur persaraan. Di bawah skim ini, pekerja yang layak berhak mendapat manfaat persaraan satu setengah bulan atas gaji terakhir bagi setiap tahun lengkap perkhidmatan apabila mencapai umur persaraan 55 tahun jika bilangan tahun perkhidmatan kurang daripada 10 tahun dan dua bulan jika bilangan tahun perkhidmatan melebihi 10 tahun. Pekerja mempunyai opsyen untuk bersara pada umur 50 tahun bagi lelaki dan 45 tahun bagi wanita.

Pergerakan dalam liabiliti bersih diiktiraf dalam kunci kira-kira

	2007 RM	2006 RM
Liabiliti bersih pada 1 Januari	2,199,797	1,319,004
Perbelanjaan yang diiktiraf dalam penyata pendapatan	456,174	1,102,405
Perbelanjaan yang diiktiraf dalam kunci kira-kira	(67,193)	(221,612)
Liabiliti bersih pada 31 Disember	2,588,778	2,199,797

Perbelanjaan diiktiraf dalam penyata pendapatan

	2007 RM	2006 RM
Pelan manfaat persaraan		
Kos perkhidmatan semasa	435,705	1,052,938
Faedah atas obligasi	20,469	49,467
	456,174	1,102,405

Liabiliti untuk obligasi manfaat penakrifan

Anggaran aktuari yang digunakan pada tarikh kunci kira-kira (dinyatakan sebagai purata wajaran):

	2007 RM	2006 RM
Kadar diskaun	7.0%	7.0%
Purata pendapatan penggajian	5.0%	5.0%

13. Maklumat pekerja

	2007 RM	2006 RM
Lain-lain kos pekerja	5,680,133	4,312,038
Kumpulan Wang Simpanan Pekerja	1,101,239	741,372
	6,781,372	5,053,410

Bilangan pekerja Syarikat (termasuk Pengarah) pada akhir tahun adalah seramai 149 orang (2006 – 151 orang).

14. Perbelanjaan cukai

	2007 RM	2006 RM
- Tahun semasa	40,467	39,768

Pembangunan Sumber Manusia Berhad diberi pelepasan cukai pendapatan berkenaan dengan pendapatan berkanun berhubung dengan semua punca pendapatannya kecuali pendapatan dividen selama 7 tahun mulai tahun taksiran 2001 hingga 2007. Pelepasan ini dibuat melalui Perintah Cukai Pendapatan (Pengecualian) (No. 61) 2003 (P.U. (A) 404) yang disiarkan dalam Warta Kerajaan bertarikh 1 Oktober 2003.

15. Tabung Latihan Pekerja Yang Dihentikan Kerja

		2007 RM	2006 RM
Baki pada 1 Januari		2,497,409	3,054,509
Tambah :	Pindahan dari Rizab Am I (Nota 19)	5,000,000	-
		7,497,409	3,054,509
Tolak :	Bayaran yuran pelatih	(1,317,462)	(557,100)
Baki pada 31 Disember		6,179,947	2,497,409

16. Tabung Perantisan

		2007 RM	2006 RM
Baki pada 1 Januari		3,140,031	5,059,050
Tambah :	Peruntukan kerajaan	5,500,000	-
	Pindahan dari Rizab Am I	-	2,120,000
		8,640,031	7,179,050
Tolak :	Bayaran yuran perantis	(3,602,116)	(4,039,019)
Baki pada 31 Disember		5,037,915	3,140,031

17. Tabung Latihan dan Juruperunding

		2007 RM	2006 RM
Baki pada 1 Januari		3,828,789	3,306,416
Tambah :	Yuran penyertaan	2,025,250	2,063,750
		5,854,039	5,370,166
Tolak :	Perbelanjaan	(1,738,802)	(1,541,377)
Baki pada 31 Disember		4,115,237	3,828,789

18. Tabung Pinjaman Perumahan

		2007 RM	2006 RM
Baki pada 1 Januari		12,414,358	11,568,508
Tambah :	Faedah pinjaman	108,776	79,855
	Faedah pelaburan	400,584	785,047
		12,923,718	12,433,410
Tolak :	Subsidi faedah yang dikenakan kepada peminjam di bawah Skim Pinjaman Perumahan Kerajaan	(16,811)	(19,052)
Baki pada 31 Disember		12,906,907	12,414,358

19. Rizab Am I

		2007 RM	2006 RM
Baki pada 1 Januari		36,823,774	38,943,774
Tambah :	Pindahan dari Dana Majikan (Nota 10)	18,874,907	-
		55,698,681	38,943,774
Tolak :	Pindahan ke Tabung Perantisan	-	(2,120,000)
	Pindahan ke Tabung Latihan Pekerja Yang Dihentikan Kerja (Nota 15)	(5,000,000)	-
Baki pada 31 Disember		50,698,681	36,823,774

20. Rizab Am II

	2007 RM	2006 RM
Baki pada 1 Januari	721,271	721,271
Baki pada 31 Disember	721,271	721,271

21. Tabung Penyelaras Latihan Perusahaan Kecil dan Sederhana

	2007 RM	2006 RM
Baki pada 1 Januari	2,498,093	861,092
Tambah : Peruntukan kerajaan	3,000,000	2,400,000
	5,498,093	3,261,092
Tolak : Perbelanjaan	(1,320,470)	(762,999)
Baki pada 31 Disember	4,177,623	2,498,093

22. Instrumen kewangan

Objektif dan polisi pengurusan risiko kewangan

Pendedahan kepada risiko kredit dan kadar faedah timbul didalam urusniaga biasa operasi Syarikat. Para Pengarah dan Panel Pelaburan menyemak dan bersetuju menetapkan polisi untuk menguruskan setiap satu risiko dan diringkaskan seperti berikut:

(a) **Risiko kredit**

Syarikat mempunyai polisi mengenai kawalselia deposit dalam bank dan institusi kewangan. Simpanan tetap adalah hanya di bank berlesen dan institusi kewangan berlesen.

Pada tarikh kunci kira-kira, tiada penumpuan risiko kredit yang nyata. Pendedahan maksimum kepada risiko kredit Syarikat diwakili oleh nilai pegangan setiap aset kewangan.

(b) **Risiko kadar faedah**

Pendedahan Syarikat kepada risiko pasaran bagi perubahan dalam kadar faedah hanya berkait dengan simpanan tetap Syarikat dalam institusi kewangan. Adalah menjadi polisi Syarikat untuk melabur dalam simpanan tetap bagi tempoh yang singkat. Perubahan dalam pasaran kadar faedah tidak mempunyai impak yang ketara ke atas potensi pulangan Syarikat untuk deposit.

Jadual berikut menunjukkan maklumat mengenai pendedahan Syarikat kepada risiko kadar faedah.

Kadar faedah efektif dan analisis penilaian

Berkenaan aset kewangan yang menghasilkan faedah, jadual berikut menunjukkan kadar faedah efektif pada tarikh kunci kira-kira dan tempoh di mana ianya matang, mengikut mana yang terdahulu.

	2007				
	Kadar faedah efektif setahun %	**Jumlah RM**	**Dalam 1 tahun RM**	**1 – 5 tahun RM**	**Melebihi 5 years RM**
Aset kewangan					
Simpanan tetap di bank berlesen dan institusi kewangan berlesen	3.71	599,568,600	599,568,600	-	-
Pinjaman kepada kakitangan	4.00	3,741,625	5,356	212,324	3,523,945

	2006				
	Kadar faedah efektif setahun %	**Jumlah RM**	**Dalam 1 tahun RM**	**1 – 5 tahun RM**	**Melebihi 5 years RM**
Aset kewangan					
Simpanan tetap di bank berlesen dan institusi kewangan berlesen	3.62	531,446,613	531,446,613	-	-
Pinjaman kepada kakitangan	4.00	3,162,312	10,385	436,032	2,715,985

Nilai saksama

Pada pendapat para Pengarah, tidak terdapat perbezaan yang ketara di antara nilai saksama dan nilai buku bagi aset kewangan dan liabiliti kewangan.



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