HRDF
INDUSTRY TRAINING
PARTICIPATION REPORT



2019

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FOREWORD



The 2019 edition of the 'Human Resources Development Fund (HRDF) Industry Training Participation Report' aims to give stakeholders valuable insights on the landscape of training participation of various industries. The first edition was published in 2019 and has been well received by all involved industries.

I am delighted that this year's report is in full swing, with the interviews conducted with the winners of Pembangunan Sumber Manusia (PSMB) and Human Resources Minister Awards sharing their best practices specifically in learning and development. In addition, HRDF has gathered valuable training information from industries allowing us to share the benefits of training.

The *HRDF Industry Training Participation Report 2019* focuses on five (5) indicators:

(1) Effective Training Duration;
(2) Employees Trained Ratio;
(3) Training Opportunity Ratio;
(4) Training Places Approved; and
(5) Industry Investment on Training using the HRDF.

The report compares the training performance for the Year 2018 and 2019, among 63 subsectors covered under the PSMB Act of 2001. With this information, organisations can set their benchmark in their respective industries and take more initiatives in training their employees to be more competitive. In addition, employees may gain some ideas on how to upskill themselves to help their organisations achieve greater success.

To conclude, the ultimate goal of HRDF is to ensure that local employees fulfil their maximum potential to contribute to better organisational productivity through lifelong learning. It is my hope that you will find this publication an excellent resource that encourages employers and stakeholders of HRDF to be more active in training. PSMB hopes to transform Malaysia into a developed nation through increased organisational performance and astute human capital development.

SHAHUL HAMEED DAWOOD
Chief Executive
Pembangunan Sumber Manusia Berhad (PSMB)

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1 INTRODUCTION

As the digitalisation of goods and services become increasingly prominent in our lives, life long learning becomes pivotal in preparation for fundamental changes in organisations. To remain competitive, both employers and employees have to increase their efforts in increasing knowledge and skills to achieve optimal level of organisational performances (Murray and Efendioglu, 2007).

The growing interest in training will help organisations to address shortages in skill, in turn it will also help organisational and technological changes in the workplace. This will reduce potential disruptions by volatility in the labour market. Training participation benefits both organisations and its employees in many ways. The favourable outcomes from participations of training organisations will enhance productivity and delivery of service to clients and stakeholders (*Labour Force in Singapore*, 2019).

The Human Resources Development Fund (HRDF), its registered employers and training institutions bear important responsibilities to unlock the potential of untrained human capital. HRDF has compiled the data and produced the HRDF Industry Training Participation Report 2019 to inform the industries on the training performances and landscape in Malaysia.

The HRDF Training Participation Report 2019 is an indicative report on the training performances of the 63 subsectors covered and registered under the Pembangunan Sumber Manusia Berhad (PSMB) Act of 2001. This report consists of the comparison in training performances for the Year 2018 and 2019 in three (3) sectors: Manufacturing, Services, and Mining and Quarrying.

For this purpose, HRDF has developed five (5) indicators below to measure training participation of the industries covered:

a. Effective Training Duration;
b. Employees Trained Ratio;
c. Training Opportunity Ratio;
d. Training Places Approved; and
e. Industry Investment on Training using Human Resources Development Fund (HRDF).

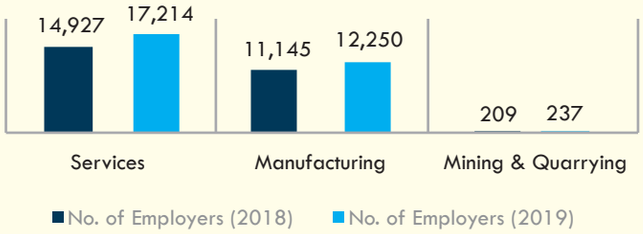
For better understanding, below are the descriptions of the indicators mentioned:

1. Effective Training Duration indicates how many days an employee is being trained (number of days);
2. Employees Trained Ratio indicates the percentage of employees being trained (ratio of number of trained employees to the total number of employees);
3. Training Opportunity Ratio indicates the average number of training an employee gets to attend (total training places per trainee);
4. Training Places Approved indicates the frequency of training participations;
5. Industry Investment on Training using HRDF indicates industry's financial commitment in training.

Source:
1. L.W. Murray and Alev M. Efendioglu (2007) "Valuing the Investment in Organization Training", Industrial and Commercial Training, Vol. 39,No. 7, pp. 372-379
2. Ministry of Manpower (2019), *Labour Force in Singapore 2019*, https://stats.mom.gov.sg/Pages/Labour-Force-In-Singapore-2019.aspx

2 OUTLOOK OF HRDF REGISTERED EMPLOYERS

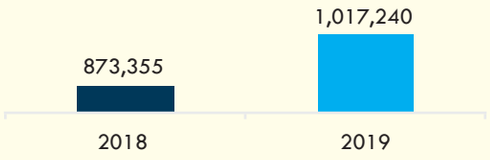
STATISTICS OF HRDF REGISTERED EMPLOYERS YEAR 2018 AND 2019



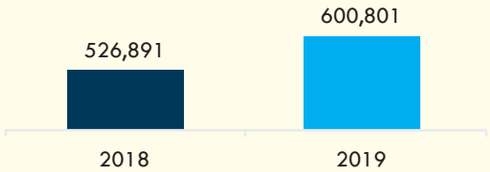
As HRDF continuously registers eligible and qualified employers, we can see a surge numbers of registered employers from 26,281 employers in 2018, to 29,701 employers in 2019. This indicates that more employees are eligible for training using structured training fund. However, the current Pembangunan Sumber Manusia Berhad (PSMB) Act of 2001 only covers 63 subsectors under the 3 main sectors mentioned above, resulting in significant numbers of employees yet to have access to a structured training fund. This limits the growth of training and overall number of skilled workers in Malaysia.

The number of training places increased by 16% from 873,355 in 2018 to 1,017,240 in 2019. The total number of trainees trained also increased by 14% from 526,891 in 2018 to 600,801 in 2019. The increase in numbers for both trends indicate an overall increase in the number of registered employers in 2019.

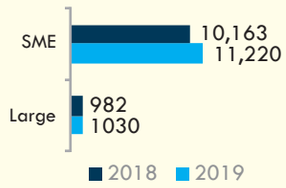
TRAINING PLACES APPROVED



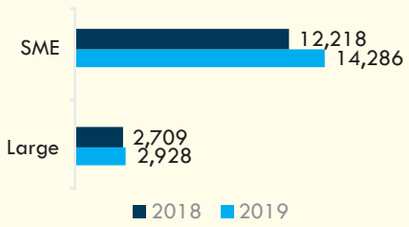
TRAINEES TRAINED



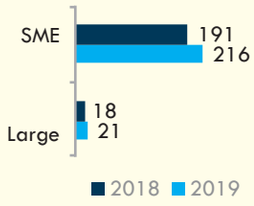
STATISTICS OF HRDF REGISTERED EMPLOYERS FOR MANUFACTURING SECTOR YEAR 2018 AND 2019



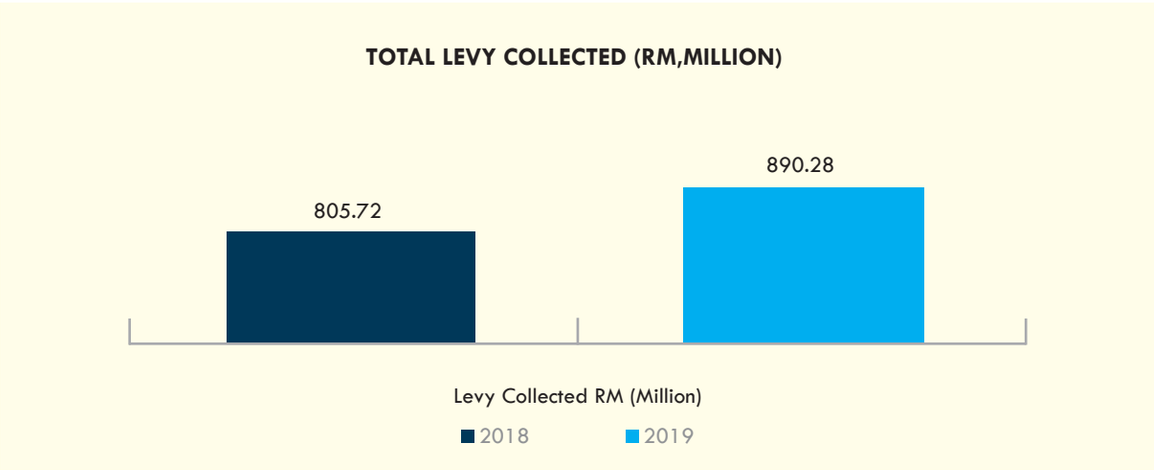
STATISTICS OF HRDF REGISTERED EMPLOYERS FOR SERVICES SECTOR YEAR 2018 AND 2019



STATISTICS OF HRDF REGISTERED EMPLOYERS FOR MINING AND QUARRYING SECTOR YEAR 2018 AND 2019



3 LEVY COLLECTION AND UTILISATION



The trend in levy collection shows a healthy growth, reflecting the increase of total levy collected based on the increased numbers of registered employers. In terms of utilisation rate, the cumulative utilisation rate from 1993 to 2019 is 80.9%. This rate is considered to be Excellent based on classification (75% and above: Excellent, 74.9% - 50%: Intermediate, 49.5% and Below: Low).

4 HRDF SECTORS TRAINING PARTICIPATION ANALYSIS 2019

This section describes the training performance in the three (3) sectors with their respective subsectors using the indicators highlighted below:

INDICATORS

4.1 EFFECTIVE TRAINING DURATION

How many days an employee is being trained.

- Overall Sectors Analysis (2018 vs 2019)
- Specific Subsector Analysis (2019)

4.2 EMPLOYEES TRAINED RATIO

Percentage of employees' participation in training.

- Overall Sectors Analysis (2018 vs 2019)
- Specific Subsector Analysis (2019)

4.3 TRAINING OPPORTUNITY RATIO

Average number of training an employee gets to attend.

- Overall Sectors Analysis (2018 vs 2019)
- Specific Subsector Analysis (2019)

4.4 TRAINING PLACES APPROVED

Frequency of training participations approved by HRDF for employees to attend training programme.

- Overall Sectors Analysis (2018 vs 2019)
- Specific Subsector Analysis (2019)

4.5 INDUSTRY INVESTMENT ON TRAINING (HRDF)

Investment based on financial assistance approved, specifically the course fees and other allowable costs.

- Overall Sectors Analysis (2018 vs 2019)
- Specific Subsector Analysis (2019)

Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

4.1 ANALYSIS OF EFFECTIVE TRAINING DURATION (DAYS) PER TRAINEE BY SECTORS

HOW MANY DAYS IS AN EMPLOYEE BEING TRAINED?

Manufacturing Sector

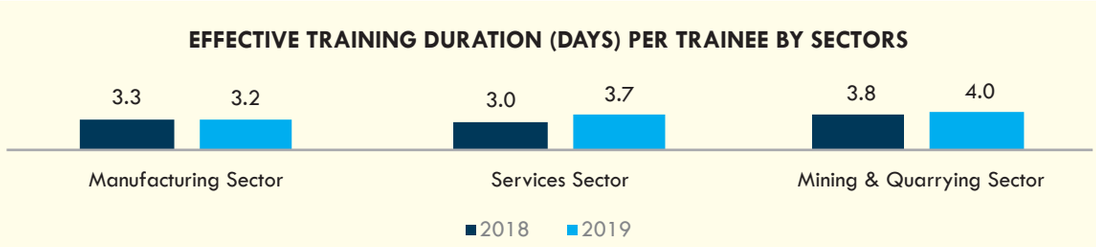
YEAR	DAYS
2018	3.3
2019	3.2

Services Sector

YEAR	DAYS
2018	3.0
2019	3.7

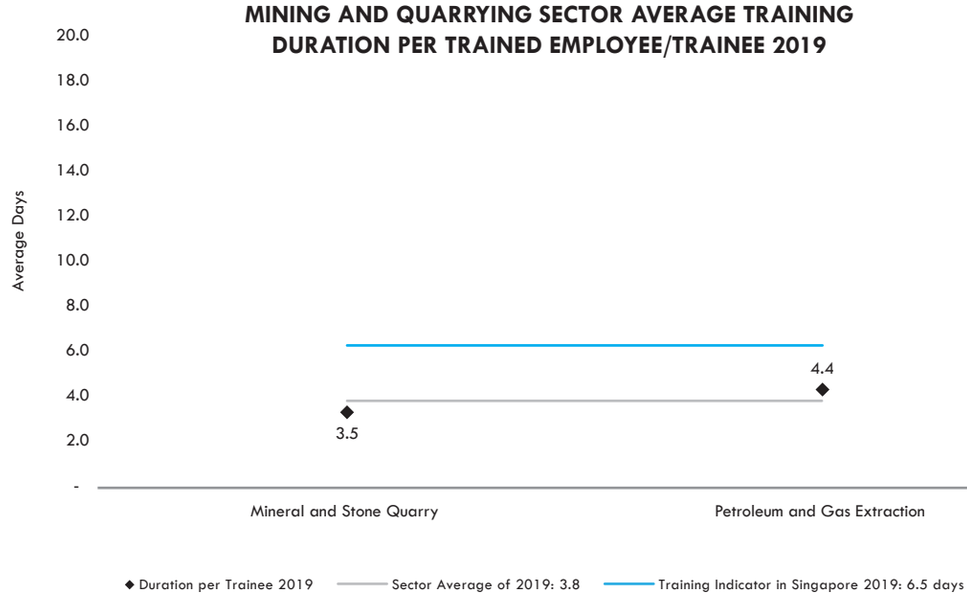
Mining & Quarrying Sector

YEAR	DAYS
2018	3.8
2019	4.0



4.1.1 Analysis of Effective Training Duration (Days) Per Trainee According to Subsectors

MINING AND QUARRYING



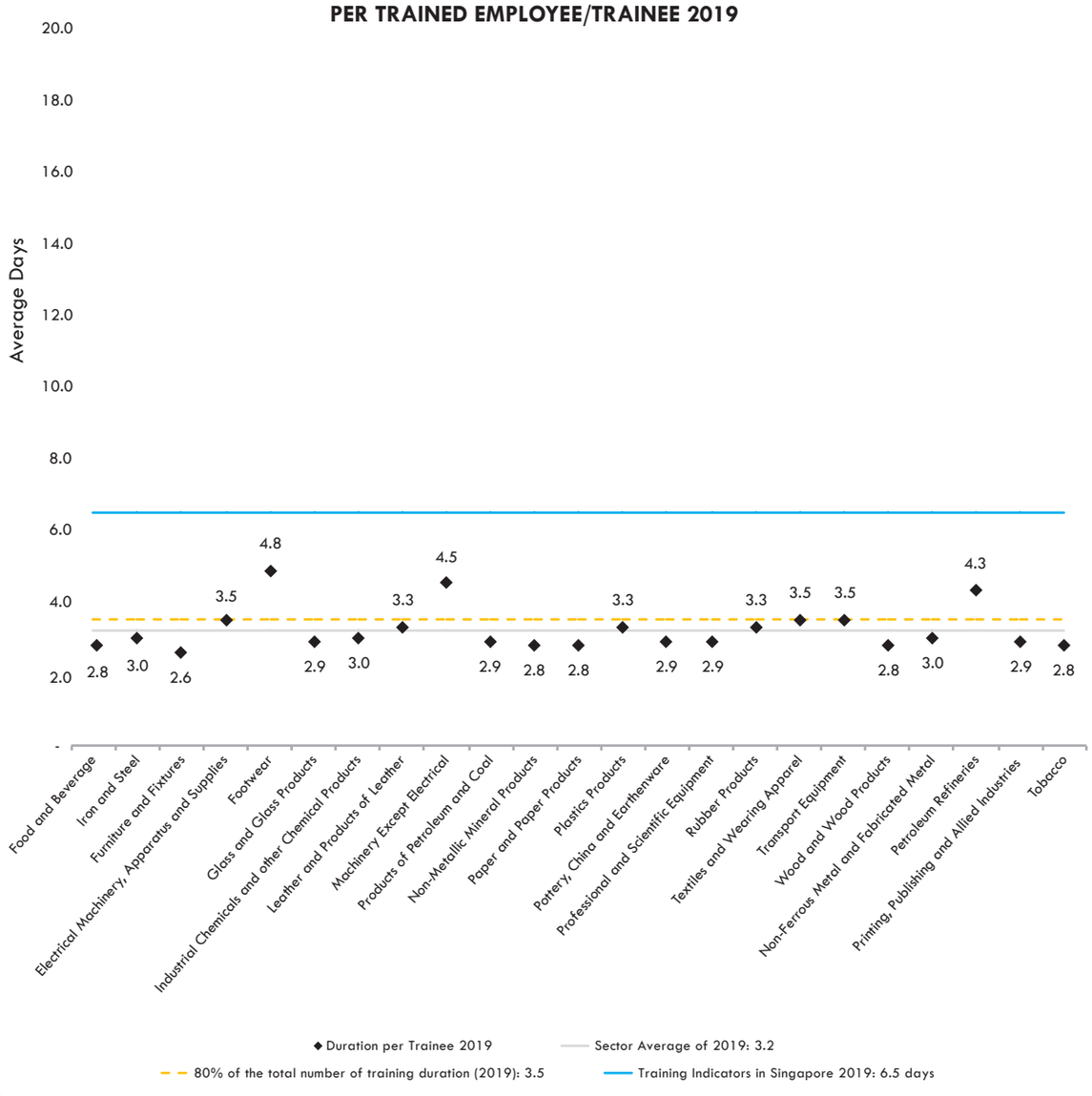
Subsectors with a high number of average training duration per trainee in 2019:
Petroleum and Gas Extraction (4.4 days)

Subsectors with a low average of training duration per trainee in 2019 (below average):
Mineral and Stone Quarry (3.5 days)

Interestingly, the Petroleum and Gas Extraction subsector has the highest average of training duration per trainee in 2019 at 4.4 days. Unsurprisingly, this is largely due to Malaysia being well-known for their active production and exportation activities in oil, setting the standard for state owned oil companies within the oil and gas industry. The benchmark of quality work and training requirement set by the main contractor are likely to be followed, resulting in other subcontractors to be active in training as well.

MANUFACTURING

MANUFACTURING SECTOR AVERAGE TRAINING DURATION PER TRAINED EMPLOYEE/TRAINEE 2019



Subsectors with a high number of average training duration per trainee in 2019 (above 80% of the total number of training duration):

1. Footwear (4.8 days)
2. Machinery Except Electrical (4.5 days)
3. Petroleum Refineries (4.3 days)

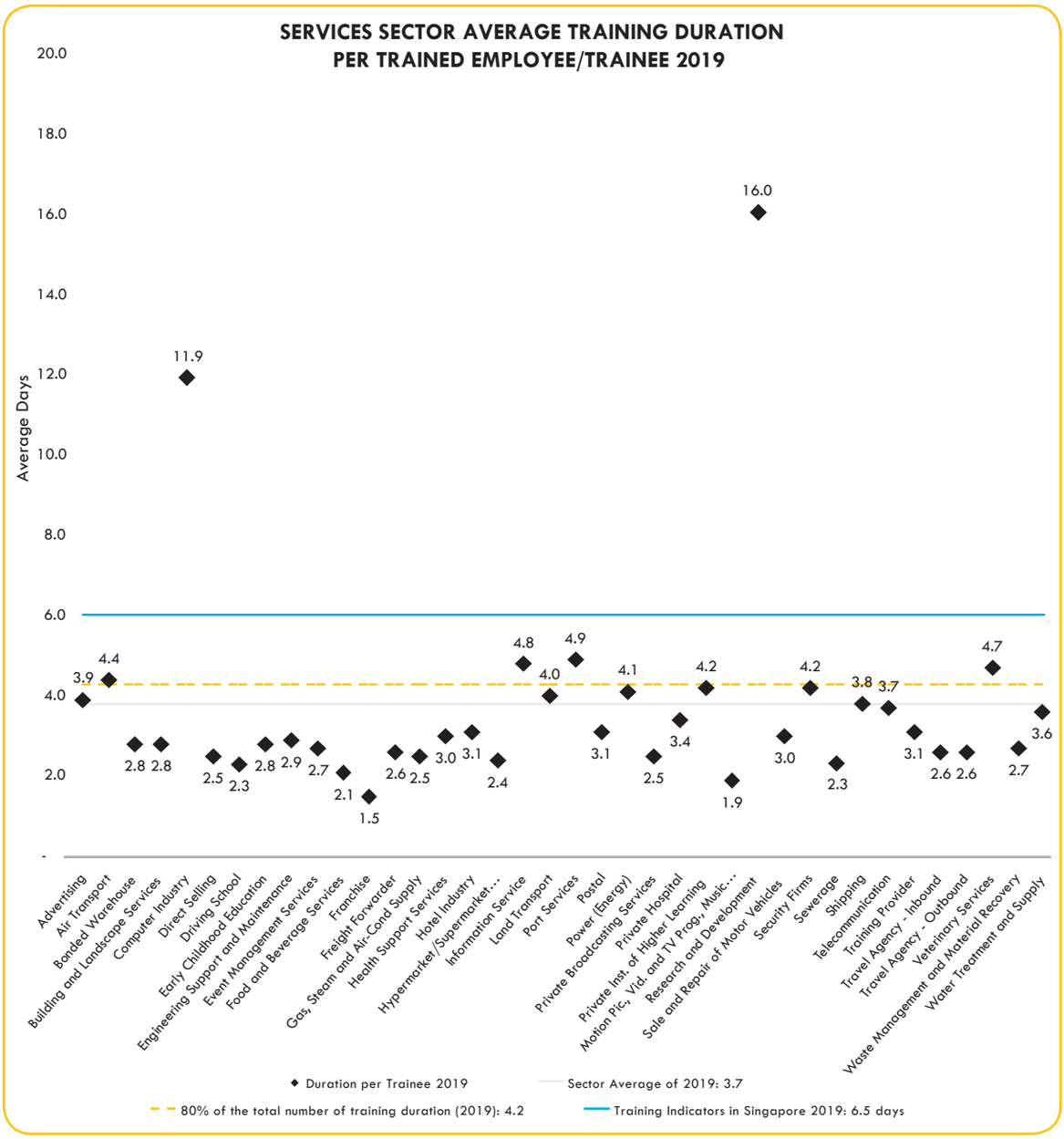
Bottom 5 subsectors with a low average of training duration per trainee in 2019: (below average):

1. Furniture and Fixtures (2.6 days)
2. Tobacco (2.8 days)
3. Paper and Paper Products (2.8 days)
4. Food and Beverage (2.8 days)
5. Wood & Wood Products (2.8 days)

Manufacturer of Footwear has the highest average of training days compared to other subsectors, with an average of 4.8 training days per trainee. On the other hand, Manufacturer of Furniture And Fixtures have the lowest average of training days, with an average of 2.3 days per trainee, for the Manufacturing sector in 2019.

Source:
Ministry of Manpower (2019), *Labour Force in Singapore 2019*,
https://stats.mom.gov.sg/Pages/Labour-Force-In-Singapore-2019.aspx

SERVICES



Subsectors with a high number of average training duration per trainee in 2019 (above 80% of the total number of training duration):

1. Research and Development (16 days)
2. Computer Industry (11.9 days)
3. Port services (4.9 days)
4. Information Service (4.8 days)
5. Veterinary Services (4.7 days)
6. Air Transport (4.4 days)

Bottom 5 subsectors with a low average of training duration per trainee in 2019: (below average):

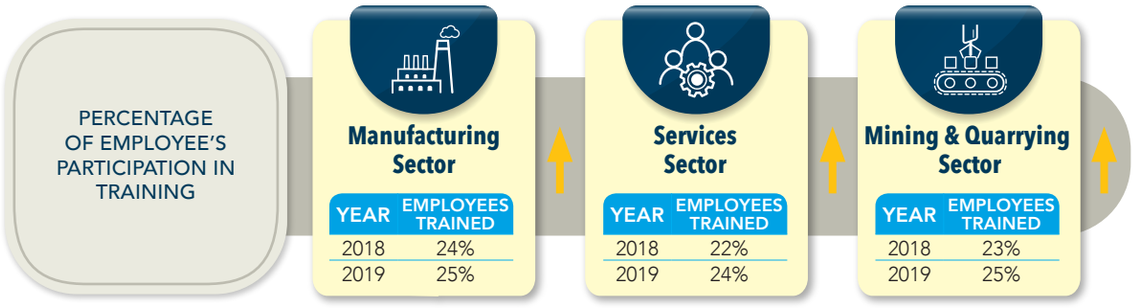
1. Franchise (1.5 days)
2. Motion Pic., Vid. and TV Prog, Music (1.9 days)
3. Food and Beverage Services (2.1 days)
4. Sewerage (2.3 days)
5. Driving School (2.3 days)

Among the Services Sector, the subsectors that have invested in longer duration for training are major subsectors, comprising of large and established employers. Similar to the Manufacturing Sector, the overall training duration per trainee is approximately 3 days. Research and Development has the highest average of training days at 16.0 days while Franchise has the lowest at 1.5 days.

Source:
Ministry of Manpower (2019), *Labour Force in Singapore 2019*,
https://stats.mom.gov.sg/Pages/Labour-Force-In-Singapore-2019.aspx

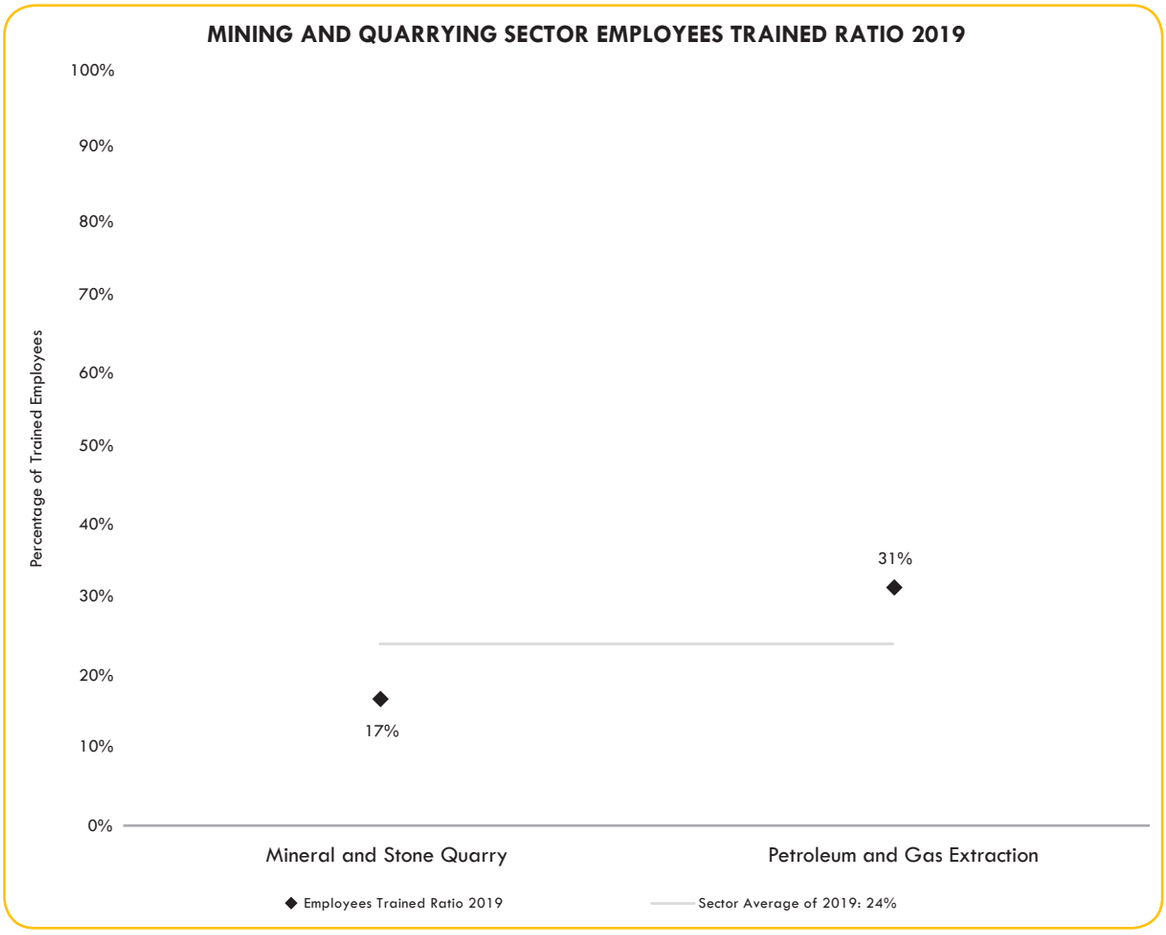
Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

4.2 ANALYSIS OF EMPLOYEES TRAINED RATIO BY SECTORS



4.2.1 Analysis of Employees Trained Ratio According to Subsectors

MINING AND QUARRYING

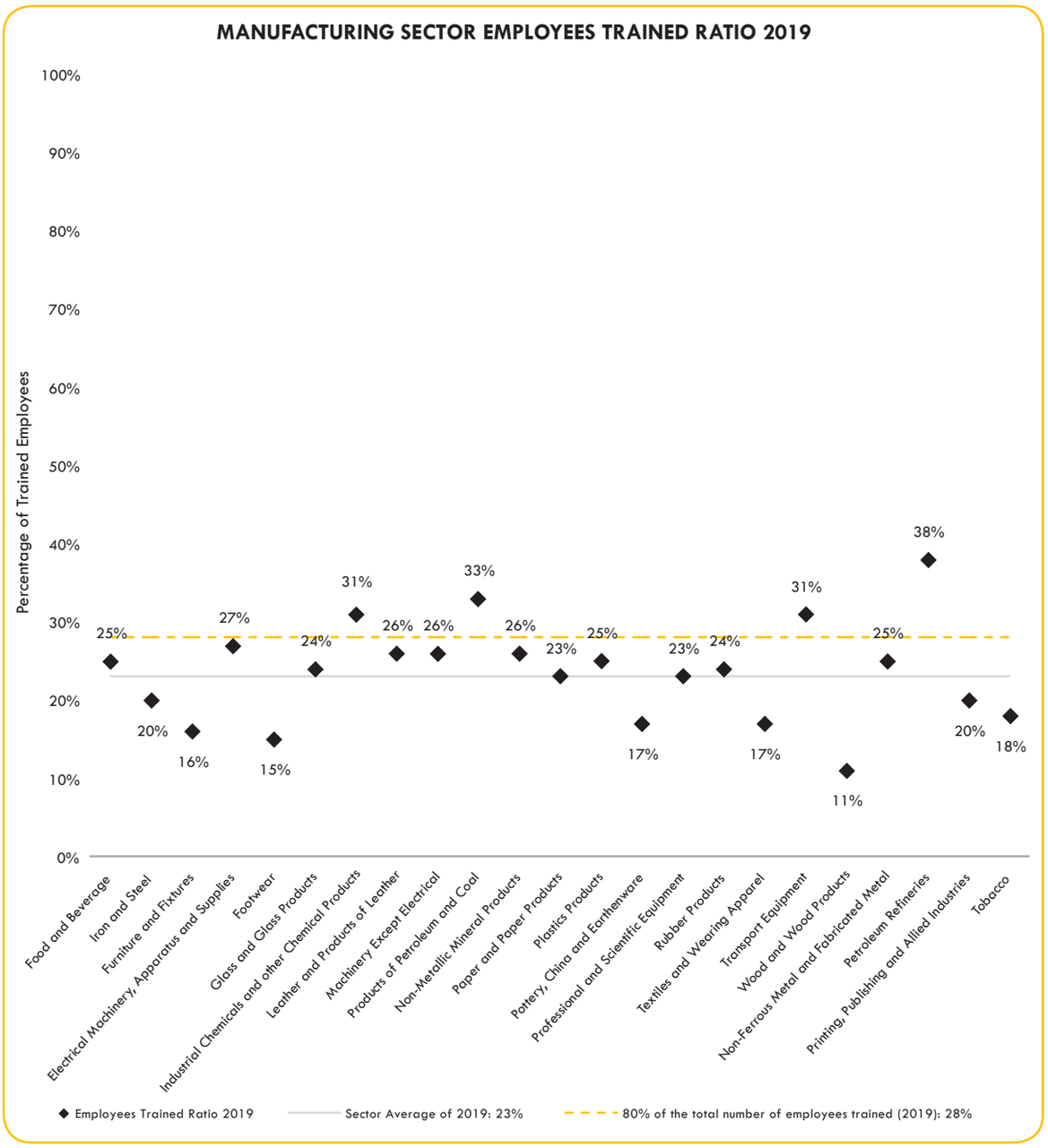


Subsectors with high percentage (%) of employees trained:
Petroleum and Gas Extraction (31%)

Subsectors with low percentage (%) of employees trained (below average):
Mineral and Stone Quarry (17%)

When comparing both subsectors under the Mining and Quarrying Sector, Petroleum and Gas Extraction have trained more employees on average at 31%, while Mineral and Stone Quarry are below the average at 17%, classifying as inactive.

MANUFACTURING



Subsectors with high percentage (%) of employees trained (above 80% of the total number of employees trained):

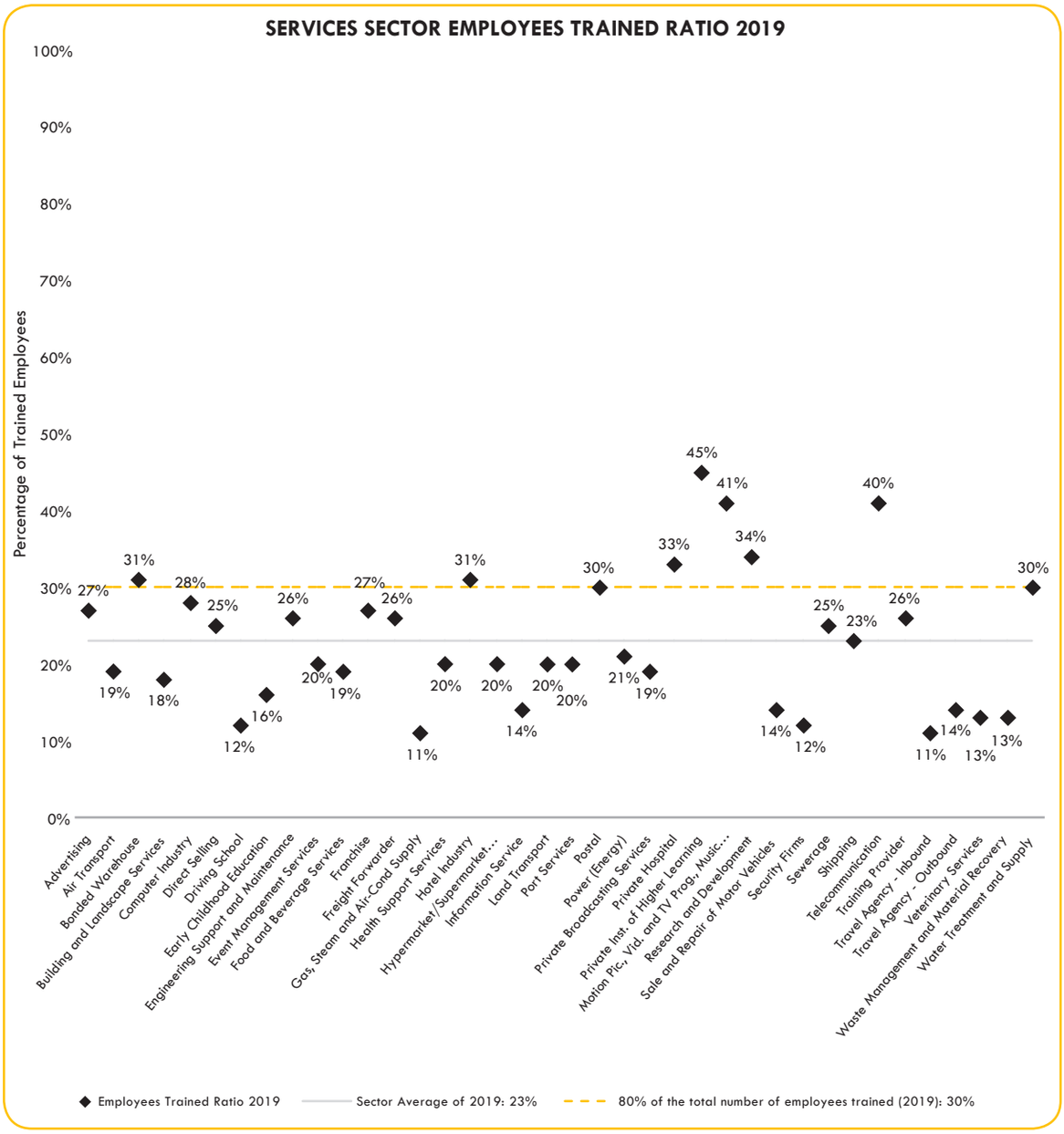
1. Petroleum Refineries (38%)
2. Products of Petroleum and Coal (33%)
3. Industrial Chemicals and other Chemical Products (31%)
4. Transport Equipment (31%)

Bottom 5 subsectors with low percentage (%) of employees trained (below average):

1. Wood and Wood Products (11%)
2. Footwear (15%)
3. Furniture and Fixtures (16%)
4. Pottery, China and Earthenware (17%)
5. Textiles and Wearing Apparel (17%)

Petroleum Refineries have the highest percentage of trainees trained based on their number of employees, followed by Products of Petroleum and Coal, and Industrial Chemicals and other Chemical Products. These industries were actively participating in training activities and sending their employees for upskilling and reskilling programmes.

SERVICES



9.434

Subsectors with high percentage (%) **of employees trained** (above 80% of the total number of employees trained):

1. Private Inst. of Higher Learning (45%)
2. Motion Pic., Vid. & Tv Prog., Music… (41%)
3. Telecommunication (40%)
4. Research & Development (34%)
5. Private Hospital (33%)
6. Hotel Industry (31%)
7. Bonded Warehouse (31%)
8. Postal (30%)

Bottom 5 subsectors with low percentage (%) **of employees trained** (below average):

1. Gas, Steam & Air-Cond Supply (11%)
2. Travel Agency – Inbound (11%)
3. Driving School (12%)
4. Security Firms 12%)
5. Veterinary Services (13%)

Private Inst. of Higher Learning has the highest percentage of employees trained at 45% followed by Motion Picture, Video and TV Programme, Music industries at 41%, and Telecommunication at 40%. On the other hand, Gas, Steam and Air-Cond Supply has the lowest percentage of employees trained, with only 11% participating in training activities.

Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

4.3 ANALYSIS OF TRAINING OPPORTUNITY RATIO BY SECTORS

AVERAGE NUMBER OF TRAINING AN EMPLOYEE ABLE TO ATTEND

Manufacturing Sector

YEAR	TRAINING OPPORTUNITY RATIO
2018	1.8
2019	1.8

Services Sector

YEAR	TRAINING OPPORTUNITY RATIO
2018	1.5
2019	1.6

Mining & Quarrying Sector

YEAR	TRAINING OPPORTUNITY RATIO
2018	1.5
2019	1.6

4.3.1 Analysis of Training Opportunity Ratio According to Subsectors

MINING AND QUARRYING

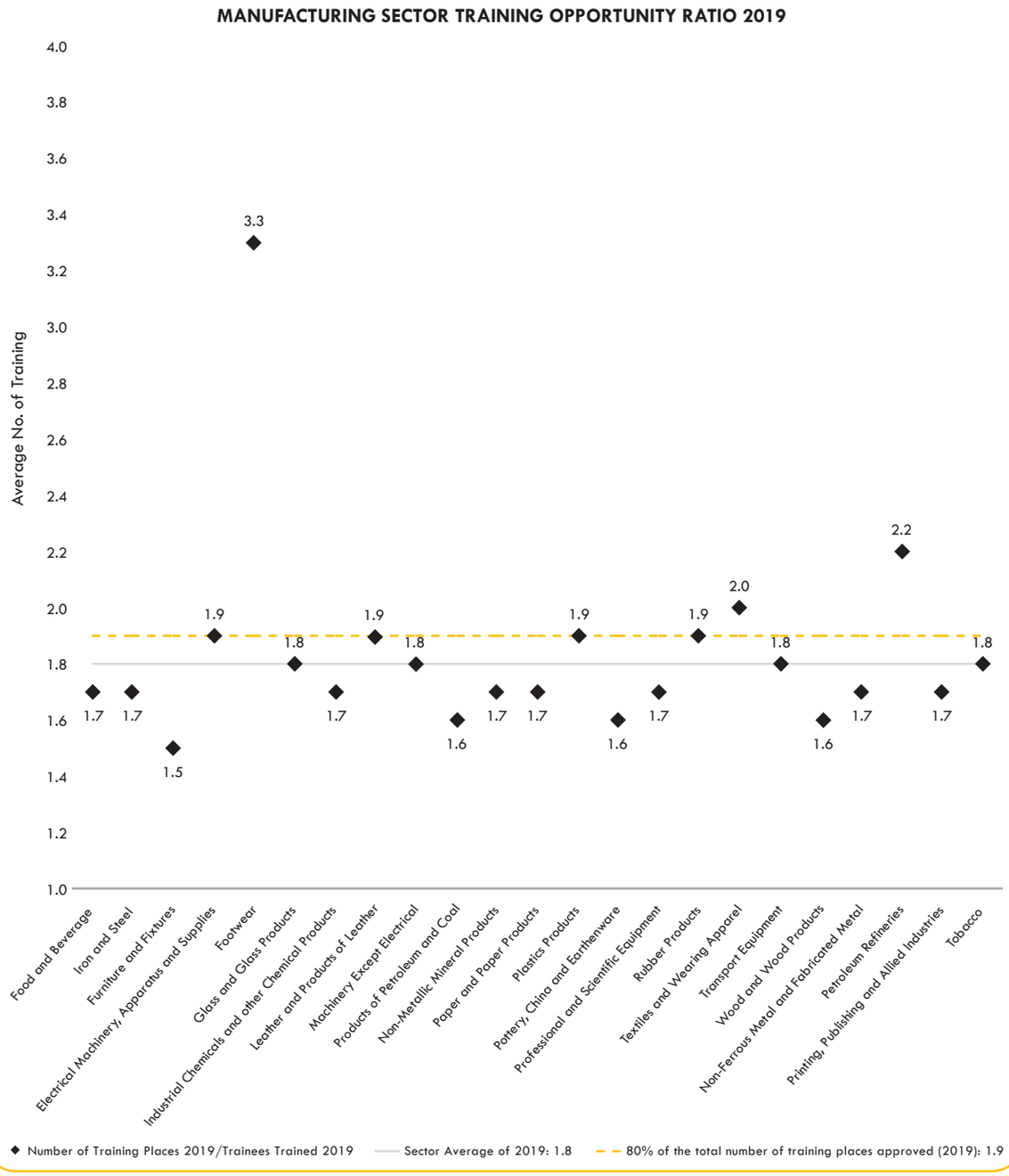


Subsector with high number of training places approved:
Mineral and Stone Quarry (2.0)

Subsector with low number of training places approved (below average):
Petroleum and Gas Extraction (1.5)

Overall, both subsectors are similar, averaging approximately 1.8 training places a year. However, Mineral and Stone Quarry has recorded longer training duration of two days, indicating that employees are getting more intensive and long term training.

MANUFACTURING



Subsectors with high number of training places approved (above 80% of the total number of training places approved):

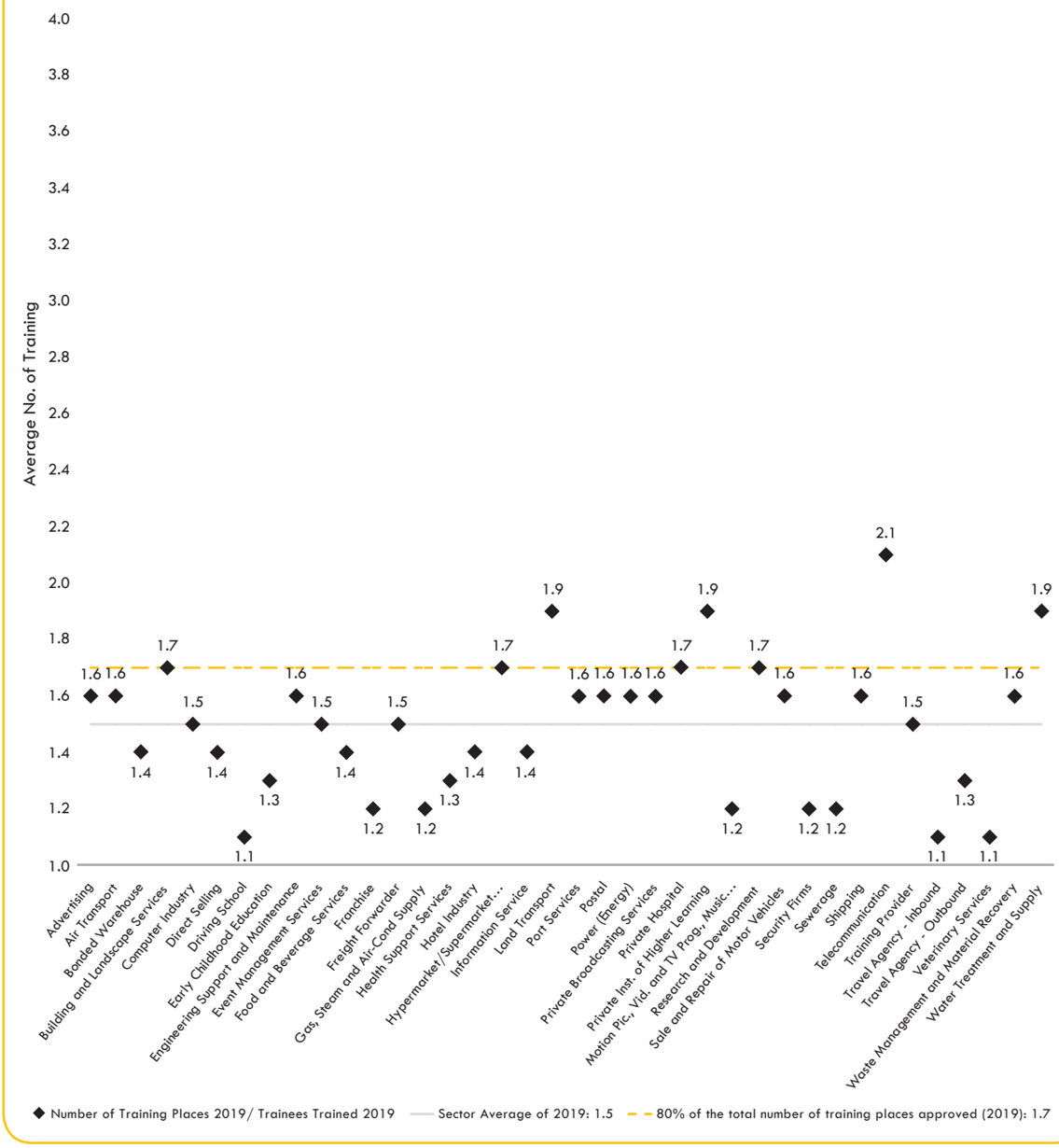
1. Footwear (3.3)
2. Petroleum Refineries (2.2)
3. Textiles and Wearing Apparel (2.0)

Bottom 5 subsectors with low number of training places approved: (below average):

1. Furniture and Fixtures (1.5)
2. Products of Petroleum & Coal (1.6)
3. Pottery, China and Earthenware (1.6)
4. Wood and Wood Products (1.6)
5. Professional and Scientific Equipment (1.7)

Manufacturer of Footwear appears to be the exception in comparison to its manufacturing peers, averaging 3.3 training places.

SERVICES



Subsectors with high number of training places approved (above 80% of the total number of training places approved):

1. Telecommunication (2.1)
2. Private Inst. Of Higher Learning (1.9)
3. Land Transport (1.9)
4. Water Treatment And Supply (1.9)

Bottom 5 subsectors with low number of training places approved: (below average):

1. Veterinary Services (1.1)
2. Driving School (1.1)
3. Security Firms (1.1)
4. Travel Agency – Inbound (1.2)
5. Early Childhood Education (1.2)

The number of training places per trainee for Services Sector is significantly lesser than the Manufacturing Sector, indicating that trainees in this sector are being trained not more than once per year. Employers have to go above and beyond providing training only to the necessary employee for compliance purposes to remain competitive and increase talent retention in the market. Veterinary services has the lowest average of employees trained at 1.1 training places per trainee, while Telecommunication has the highest training places per employee.

Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

4.4 ANALYSIS OF TRAINING PLACES APPROVED BY SECTORS

FREQUENCY OF TRAINING PARTICIPATIONS APPROVED BY HRDF FOR EMPLOYEES TO ATTEND

Manufacturing Sector

YEAR	NO. OF TRAINING PLACES
2018	448,747
2019	508,358

Services Sector

YEAR	NO. OF TRAINING PLACES
2018	417,245
2019	499,851

Mining & Quarrying Sector

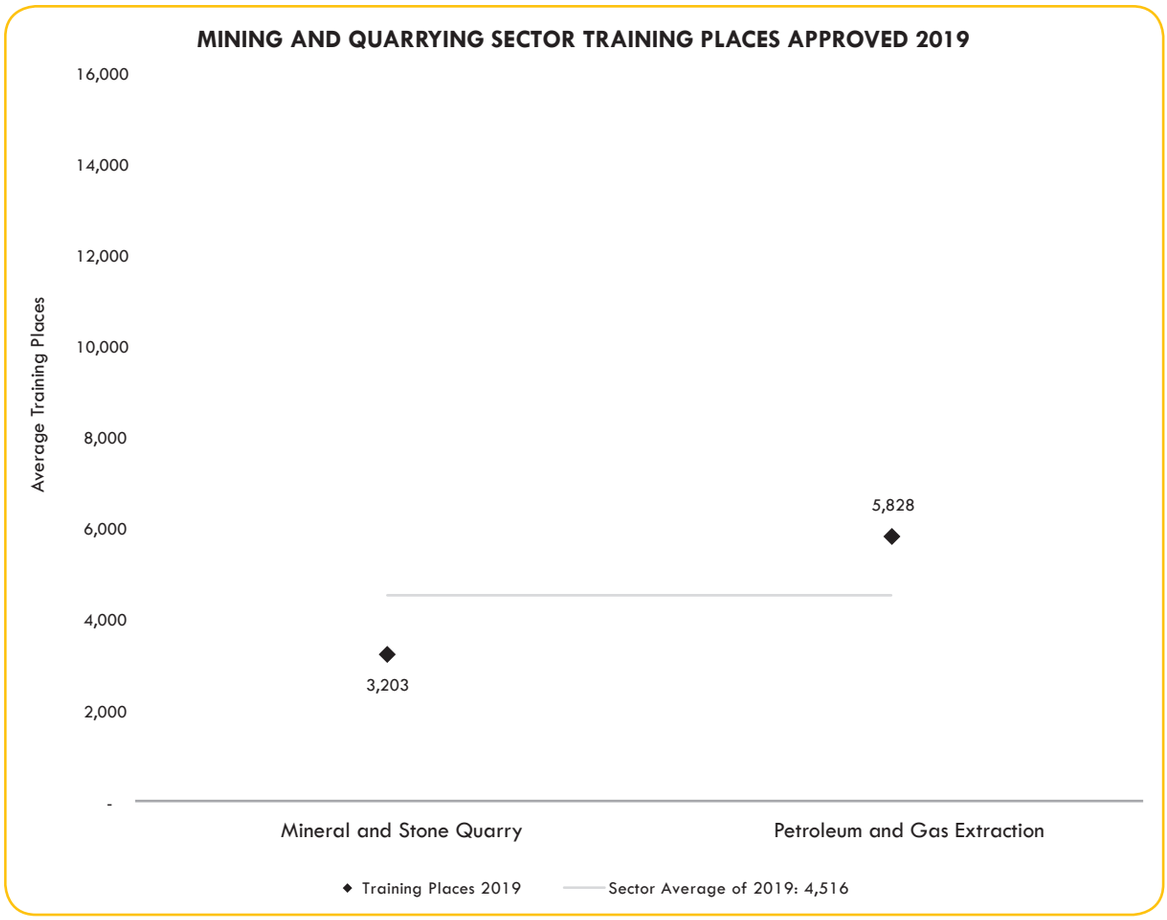
YEAR	NO. OF TRAINING PLACES
2018	7,363
2019	9,031

TRAINING PLACES APPROVED 2018	873,335

TRAINING PLACES APPROVED 2019	1,017,240

4.4.1 Analysis of Training Places Approved by Subsectors

MINING AND QUARRYING

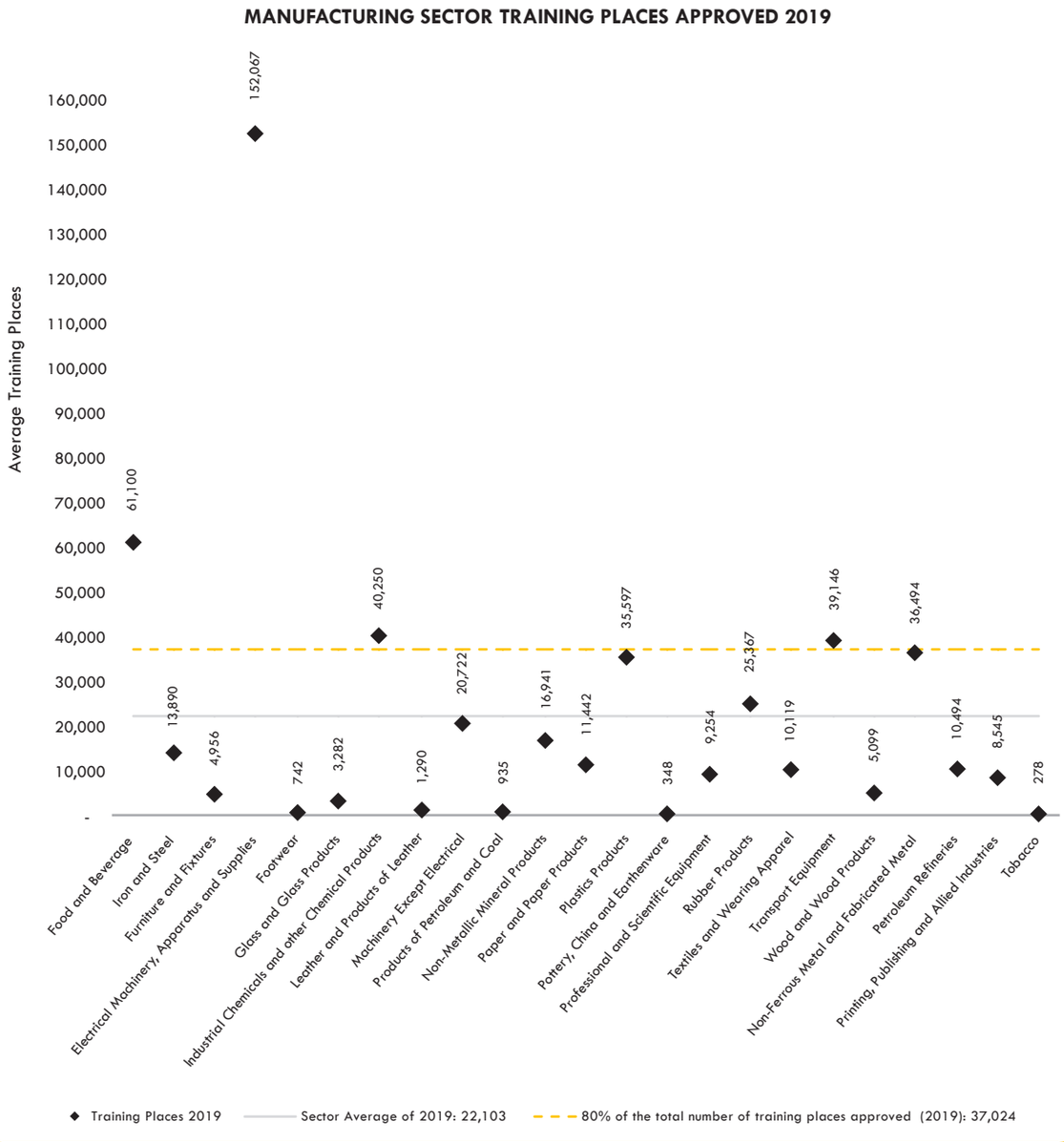


Subsector with high number of training places approved:
Petroleum and Gas Extraction (5,828)

Subsector with low number of training places approved:
Mineral and Stone Quarry (3,203)

In comparison, the Petroleum and Gas Extraction Subsector has more training places of training than the Mineral and Stone Quarry Subsector.

MANUFACTURING



Subsectors with high number of training places approved (above 80% of the total number of training places approved):

1. Electrical Machinery, Apparatus and Supplies (152,067)
2. Food and Beverage (61,100)
3. Industrial Chemicals & other Chemical Products (40,250)
4. Transport Equipment (39,146)

Bottom 5 subsectors with low number of training places approved: (significantly below average):

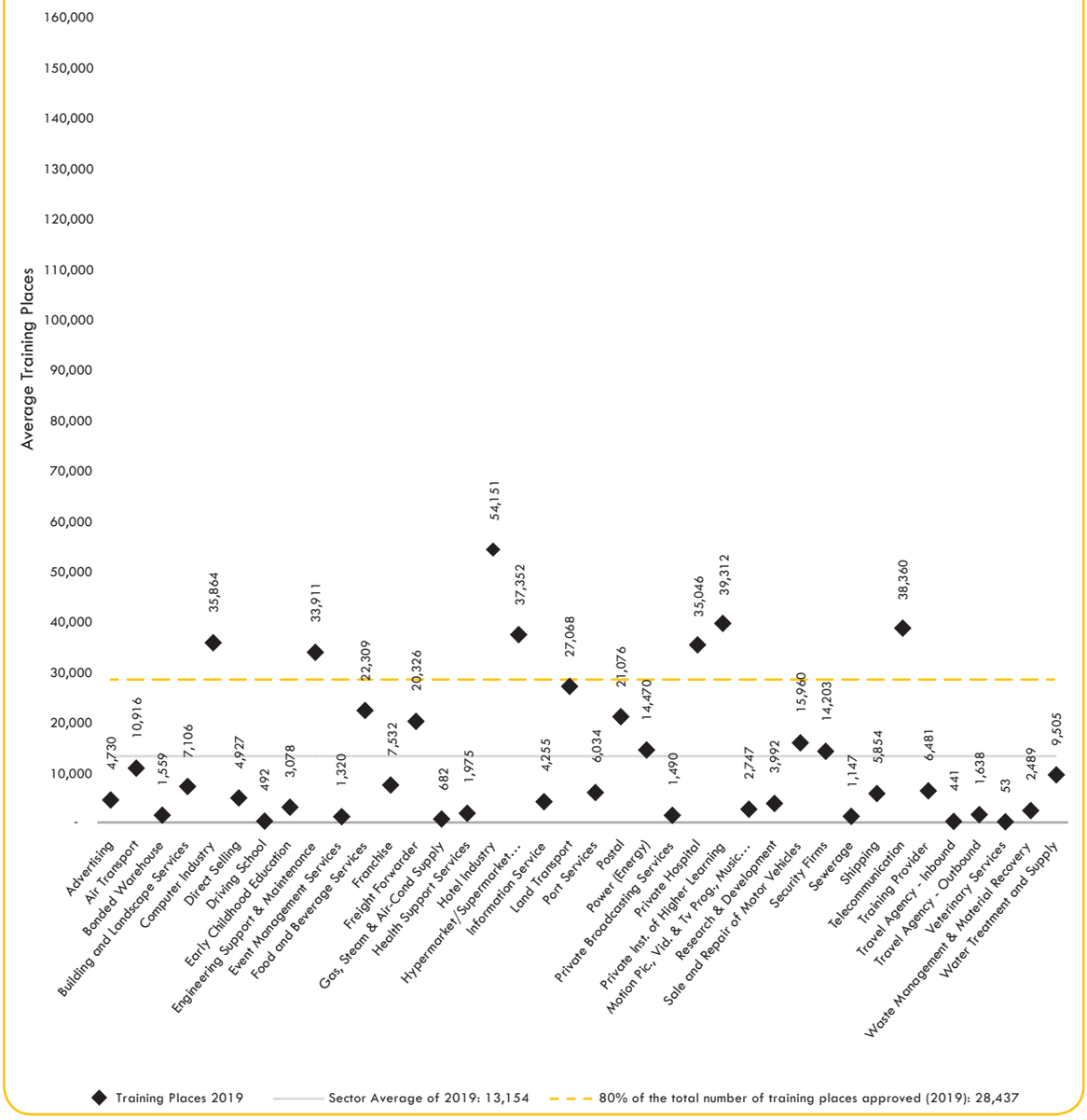
1. Tobacco (278)
2. Pottery, China and Earthenware (348)
3. Footwear (742)
4. Products of Petroleum and Coal (935)
5. Leather and Products of Leather (1,290)

When comparing training places, subsectors that are active in training are highly correlated to the number of trainees and employees they have.

For instance, Electrical Machinery, Apparatus and Supplies Subsector has the highest number of training places for 2019, which is also reflected by the number of registered employers at 1,177. Tobacco Manufacturers have the least training places with only 278 training places in 2019.

SERVICES

SERVICES SECTOR TRAINING PLACES APPROVED 2019



Subsectors with high number of training places approved (above 80% of the total number of training places approved):

1. Hotel Industry (54,151)
2. Private Inst. Of Higher Learning (39,312)
3. Telecommunication (38,360)
4. Hypermarket/Supermarket… (37,352)
5. Computer Industry (35,864)
6. Private Hospital (35,046)
7. Engineering Support and Maintenance (33,911)

Bottom 5 subsectors with low number of training places approved (below average):

1. Veterinary Services (53)
2. Travel Agency – Inbound (441)
3. Driving School (492)
4. Gas, Steam and Air-Cond Supply (682)
5. Sewerage (1,147)

The average training places approved for the Services Sector is only about half of the Manufacturing Sector. Despite the fact that the Services Sector is the main impetus economic growth, only a handful of subsectors are active in attending training programmes. The Hotel Industry is the most active subsector with 54,151 training places while Veterinary Services remain the most inactive subsector with only 53 training places in 2019.

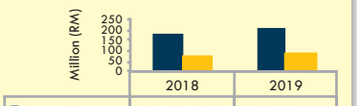
Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

4.5 ANALYSIS OF INDUSTRY INVESTMENT ON TRAINING USING HRDF BY SECTORS

Investment based on financial assistance approved specifically for the course fees and other allowable costs.

Manufacturing Sector

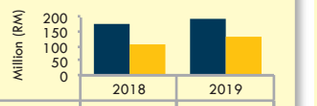
Total Financial Assistance (RM)
2018: RM258,821,271
2019: RM295,317,543



	2018	2019
Course Fees	183,519,542	207,944,777
Other Allowable Costs	75,301,729	87,372,767

Services Sector

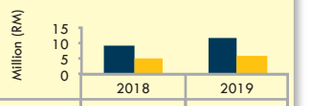
Total Financial Assistance (RM)
2018: RM285,642,585
2019: RM330,447,756



	2018	2019
Course Fees	174,447,524	196,877,061
Other Allowable Costs	111,195,061	133,570,695

Mining and Quarrying Sector

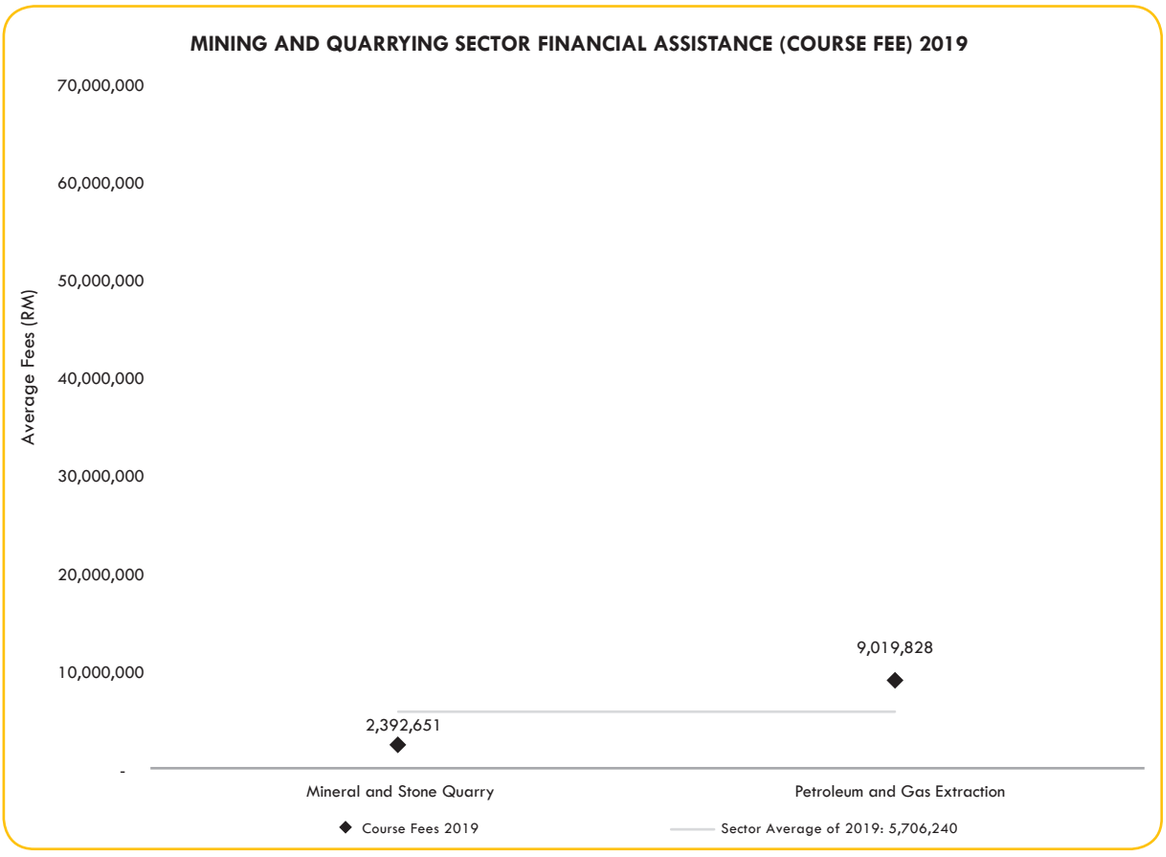
Total Financial Assistance (RM)
2018: RM14,162,590
2019: RM17,725,958



	2018	2019
Course Fees	8,879,809	11,412,479
Other Allowable Costs	5,282,781	6,313,478

4.5.1 Analysis of Industry Investment on Training Using HRDF According to Subsectors

MINING AND QUARRYING

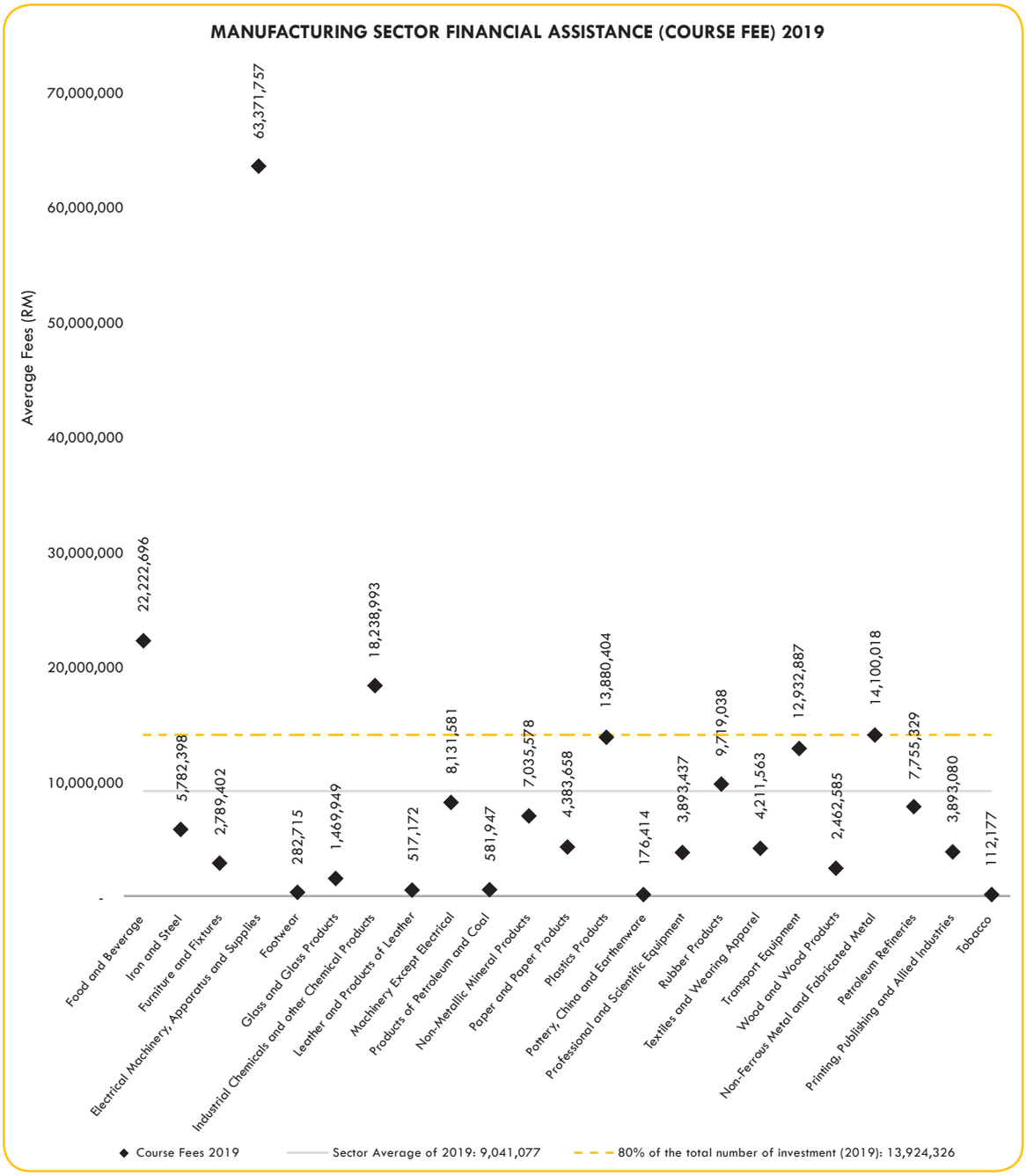


Above Average: Petroleum and Gas Extraction (9,019,828)

Below Average: Mineral and Stone Quarry (2,392,651)

The Petroleum and Gas Extraction Subsector remains the highest investor in training compared to the Mineral and Stone Quarry Subsector based on approved training places.

MANUFACTURING



Subsectors with high investment in training (above 80% of the total number of investment):

1. Electrical Machinery, Apparatus and Supplies (63,371,757)
2. Food and Beverage (22,222,696)
3. Industrial Chemicals and other Chemical Products (18,238,993)
4. Non-Ferrous Metal and Fabricated Metal (14,100,018)

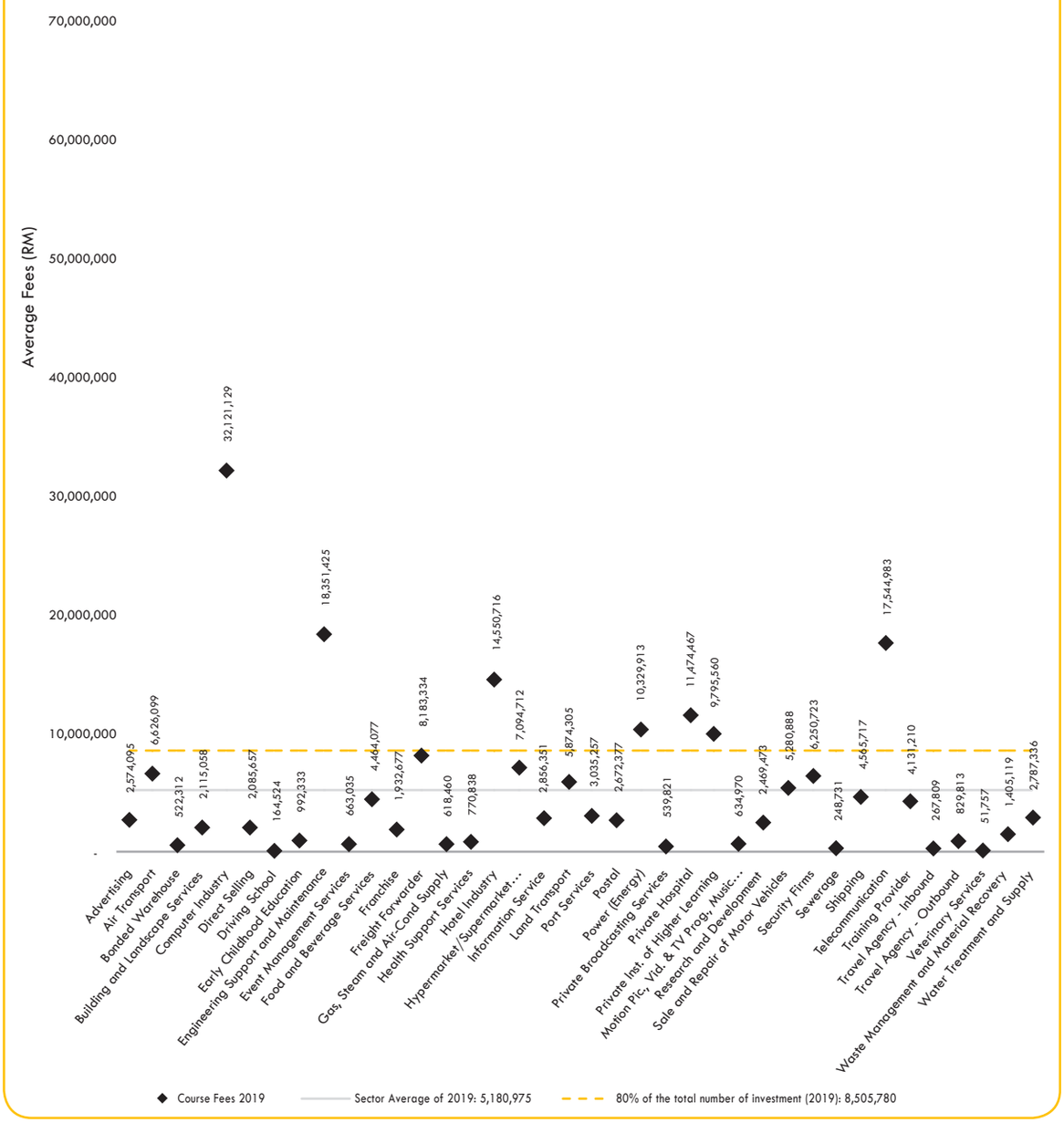
Bottom 5 subsectors with low investment in training: (significantly below average):

1. Tobacco (112,177)
2. Pottery, China and Earthenware (176,414)
3. Footwear (282,715)
4. Leather and Products of Leather (517,172)
5. Products of Petroleum and Coal (581,947)

Evidently, subsectors with high number in training places are investing more in training. For the Manufacturing Sector, Electrical Machinery, Apparatus and Supplies lead with the highest investment in training compared to the other 23 subsectors. By having lower numbers of training places, Tobacco Manufacturers have the lowest investment in training using HRDF.

SERVICES

SERVICES SECTOR FINANCIAL ASSISTANCE (COURSE FEE) 2019



Subsectors with high investment in training (above 80% of the total number of investment):

1. Computer Industry (32,121,129)
2. Engineering Support & Maintenance (18,351,425)
3. Telecommunication (17,544,983)
4. Hotel Industry (14,550,716)
5. Private Hospital (11,474,467)
6. Power (Energy) (10,329,913)
7. Private Inst. of Higher Learning (9,795,560)

Bottom 5 subsectors with low investment in training: (significantly below average):

1. Veterinary Services (51,757)
2. Driving School (164,524)
3. Sewerage (248,731)
4. Travel Agency – Inbound (267,809)
5. Bonded Warehouse (522,312)

The Computer Industry leads in training investment in the Services Sector. This is potentially due to the relative higher average training fees for more technical courses related to this particularly industry.

5 FINDINGS

5.1 EFFECTIVE TRAINING DURATION

- When comparing the Manufacturing, Services with Mining and Quarrying Sectors, the average training duration per trainee in 2019 are 3.2, 3.7 and 4.0 days respectively.
- This implies that employers in the Mining and Quarrying Sector are more likely to send their employees for longer period of training compared to other sectors covered under HRDF.
- In general, the average number of training days shows that HRDF registered employers would send their employees for short-term courses.
- Research and Development was the leading subsector recording significant increase from 2.2 days in 2018 to 16.0 days in 2019, followed by the Computer Industry from 3.6 days in 2018 to 11.9 days in 2019.
- Therefore, both subsectors have contributed to an increase of 23% in training duration in the Services Sector from 3.0 days in 2018 to 3.7 days in 2019.
- The increase in trend of training duration in Research and Development is because some trainees in this subsector were sent to E-learning courses with a duration of more than one (1) year.
- The Ministry of Manpower, Singapore has indicated that the average number of training days is 6.5 days in 2019. This figure is slightly higher than the average number of training days by HRDF registered employers because the survey is inclusive of both Singaporean Citizens and Permanent Residents. Yet it is a benchmark we should set to achieve in ensuring our workers are properly skilled for jobs.

5.2 EMPLOYEES TRAINED RATIO

- In 2019, the number of employees trained among HRDF registered employers ranged between 24% to 25%, which is about half when compared to Singapore.
- The training participation rate for the resident labour force aged 15 to 64 in Singapore rose from 28% in 2009 to 49% in 2019. The increased number in training participation was due to continuous efforts in promoting training within the workforce.
- Another crucial finding from this report is that not every employee was being trained, given that the trainees trained/employees ratio was 24% to 25% out of total employees trained.
- The subsector with the most employees trained among HRDF registered employers was the Private Institution of Higher Learning. However, this subsector only recorded 45% of employee participation, which is less than half of the total employees in that sector.
- These figures signal that not every employee is being given an equal opportunity to be trained. Many factors such as insufficient training funds or resources by employers, time constraints and employers and employee's willingness to join training contributed to such cause.

Source:
Ministry of Manpower (2019), *Labour Force in Singapore 2019*,
https://stats.mom.gov.sg/Pages/Labour-Force-In-Singapore-2019.aspx

5.3 TRAINING OPPORTUNITY RATIO

- On average, the majority of employers invested is approximately 1 to 2 trainings per employee in 2019.
- As stated in the Analysis of Effective Training Duration, having an average of 3.5 training days per trainee means that one training is approximately 1.5 days long.
- Therefore, these statistics reaffirm the assumption that not many workers would be able to get involved in long-term training.
- When comparing the Manufacturing, Services, and Mining and Quarrying Sectors, the average number of training places per employee trained in 2019 are 1.8, 1.5 and 1.5 places respectively. This indicates that employers in the Manufacturing Sector covered under HRDF were more active in training their employees regardless of increase in numbers between 2018 and 2019.
- However, the Services Sector and also Mining and Quarrying Sector have shown a small increase in the average number of training places per employee trained from 1.5 in 2018 to 1.6 in 2019.

5.4 TRAINING PLACES APPROVED

- All sectors have shown an increase of training places in 2019.
- The Mining and Quarrying Sector has increased their training places at 22.7%, followed by the Services Sector at 19.8% and the Manufacturing Sector at 13.3%.
- These figures indicate that all sectors took more initiatives to train their employees to be more competitive at their workplace.
- The increase in the total number of employees attending training indicates the likelyhood of employees to upskill and adapt to technological changes, resulting in productive organisations overall.

5.5 INDUSTRY INVESTMENT IN TRAINING USING HRDF

- Despite Malaysia's GDP declined from 4.7% in 2018 to 4.3% in 2019, 50 of the subsectors within the Manufacturing, Services, and Mining and Quarrying Sectors have increased their investment in training from 2018 to 2019.
- On the production side, the Services and Manufacturing Sectors continued as the main driving force for economic growth. The continuous growth in both sectors are supported by industry investment in training. The increasing trend in training among employees may lead to an increase in productivity that helps organisations achieve greater success.
- As a government agency, HRDF is taking the appropriate measures to stimulate training activities to increase the number of workers being trained.
- Studies have shown that investment in employee training not only has a positive influence in organisational performance but also in economic performance.
- According to Danvila del Valle, Sastre Castillo and Rodriguez-Duarte (2009), training is a valuable investment for companies in the Services Sector. For example, training a service employee serves as a good benchmark for measuring a client's level of expectations as the client's first point of contact with the company is through the employee providing service.

6 BEST PRACTICES

Interviews had been carried out with two 2019 award winning employers, in June 2020. This section exhibits details of both interviews:

6.1 SYNCHROSOUND STUDIO SDN. BHD. (THE WINNER OF PEMBANGUNAN SUMBER MANUSIA AWARD 2019)

Training duration proven to be most effective? (In days)

On average, a training duration of two (2) days is the most effective. If the duration exceeds two days, issues relating to the release of employees from their work place and distractions of work focus will surface. If the training duration is less than two days, trainers might face difficulty in finishing their modules, as well as conducting a thorough "Q&A" session.

The percentage of employee's participation in training per year

Training participation increased by 5%, from 85% in 2018 to 90% in 2019. This is due to the high participation rate in team building session. The collaboration with external parties including vendors and ministries have also contributed in the increase of training participation.

The average number of training an employee can attend per year

There is no limit to the number of trainings an employee can attend per year. However, higher number has been recorded amongst younger employees. Nevertheless, the company tried to balance the number of more senior employees to participate in trainings. It has been a practice that every employee should attend at least three (3) days of training per year.

Interested in sending your employees for an E-learning session?

An in-house learning site called the Media Prima MCO Learning Portal ensures that employees are still learning and developing their knowledge and skills during Movement Control Order (MCO). By using Google Digital Garage, there are more than one hundred free courses to choose from. Furthermore, Media Prima is also using Google Analytics Academy to accommodate the sales and digital team. Employees can learn Google Analytics through Data Studio and Google Tag Manager Fundamental at zero cost. The Human Recourses Learning Team (HRLT) also implemented push learning where, and online module would be selected and every employee would need to complete an evaluation. All of these platform for online learning for employees can be monitored by HRLT.

Budget limitation for each training?

There is no budget limitation for training. Online courses at zero cost are generally preferred. In addition, the collaboration with equipment vendors and suppliers along with advertising agencies will minimise the cost of training overall.

6.2 PETRONAS CARIGALI SDN BHD (THE WINNER OF HUMAN RESOURCES MINISTER AWARD 2019)

Training duration proven to be most effective? (In days)

Effectiveness of training duration depends on what programmes are being conducted. The duration of the leadership programme is extensive because not only it is conducted face to face, but it also includes extended learning. Leadership training programme may last up to three (3) months. Meanwhile, for non-technical training programmes only require one (1) day and technical training programmes will last up to five (5) days.

The percentage of employee's participation in training per year

Petronas Carigali required every employee to attend at least one (1) training per year.

The average number of training an employee can attend per year

Employees are recommended to attend four (4) to six (6) days of training to fulfil the compulsory training requirement especially for executives. This depends on criticality, requirements and targets for the year. Another type of training is the on-job training where employees have only one type of training. The range in duration of on-job training is usually between one (1) to three (3) months, or may last up to one year.

Interested in sending your employees for an E-learning session?

Since 2017, the company has promoted E-learning and conference learning. The E-learning platform is a necessity during the Movement Control Order (MCO) period. The In-house Skill Group Development team has crafted an e-learning module for not only leadership training programmes but for other skill group training as well.

Budget limitation for each training?

There is no budget limitation for training. This is because the cost for each training programme varies from one another. Each programme cost is based on the available budget and the need for learning. Due to the uncertainty of the current situation, the company is doing cost optimisation for the training budget. However, the company is not cutting down expenses on talent management and development.

7 CONCLUSION

Based on the findings, it is evident that training duration reflects the employer's and employee's commitment in training. With an average training duration of 4 days in 2019 (one day higher than in 2018) employers preferred short term training. Therefore, training institutions may need to consider restructuring their training modules and programmes to accommodate this trend.

The percentage of employees trained using the HRDF remained humble. In Singapore, it was found that the training participation for the resident labour force aged 15 to 64 was at 49% in 2019. There has been a steady increase of 35% in training participation since 2015 recording an increase of 40%. (*Labour Force in Singapore*, 2019). In Australia, the average percentage participation in employer-supported training among full time workers was between 42-77% depending on the skill level and sector (Shah, 2017). The 24-25% of employees trained under HRDF registered employers is only about half when compared to Singapore and Australia. This finding indicates that more workers in Malaysia should be given more opportunities to be trained.

On average, majority of the employers invested about 1 to 2 trainings per employee in a year, the same as in 2018. It is inconclusive to mention that the number of training is sufficient enough for employees, but HRDF received feedback from all involved employers that certain limitations are in place when sending their employees for training during working hours due to the nature of their work. This applies especially for employees involved in the Services Sector and for companies with limited employees. With this being the main barrier for training opportunities, employers and employees may consider opting for trainings that are conducted during non-office hours or opt for E-learning. Flexibility in offering training on a modular basis for a continuous period of time is needed for training providers.

As the number of employers and employees covered under HRDF has increased from 2018 to 2019, it is expected that training places hiked as well. In fact, all sectors had shown increasing trend in numbers of training places in 2019. The Mining and Quarrying Sector has increased their training places at 22.7%, followed by the Services Sector at 19.8% and the Manufacturing Sector at 13.3%. These figures show positive signs that all sectors took more initiatives to train their employees. Apart from increasing productivity, the trend implied improvement in confidence and self esteem. As a result, employees will enhance their quality of service at their respective work places.

With regards to benchmarking investment in training, the "Training Expenditure Percentage of GDP" is used for comparison. The highest expenditure on training programmes in percentage of GDP is found in Austria, Denmark and Finland, where the share is above 0.40% of GDP. In contrast, in Australia, Hungary, Japan, Mexico, Poland, the Slovak Republic, and the United Kingdom, public expenditure on training programmes are the lowest, with less than 0.02% of GDP (OECD, 2018). Malaysia's overall Financial Assistance per GDP was at 0.05%. Comparing the sectors, Manufacturing stood at 0.10%, Services at 0.04%, and Mining and Quarrying at 0.02%.

Sources:
1. Ministry of Manpower (2019), *Labour Force in Singapore 2019*, https://stats.mom.gov.sg/Pages/Labour-Force-In-Singapore-2019.aspx
2. Shah C. (2017), "Employer-supported training in Australia: participation, demand and supply", National Centre for Vocational Education Research.

*Note: Financial Assistance includes all HRDF schemes (SBL, SBL-Khas, SLB, FWT, ALAT, IT, CBT, ITS, RPEL and OJT) but does not include fund used for Strategic Initiatives.

Sector	Financial Assistance Approved (RM)	GDP (RM)	%
Manufacturing	303.5 million	316 billion	0.10%
Services	338.4 million	819 billion	0.04%
Mining and Quarrying	17.8 million	102 billion	0.02%
Total	**659.7 million**	**1.237 trillion**	**0.05%**

The table chart above displays the three sectors covered by HRDF only spent about 0.05% of the GDP for training, the same figure recorded in 2018. Given that Services Sector is the main driving force of the economy, it is surprising that the overall expenditure of this sector was only at RM338.4 million in 2019. Comparing this expenditure to the overall Services Sector GDP (about RM819 billion in 2019), it is only at about 0.04%. Should this sector increase its training expenditure, the potential of GDP growth resulting from an increase in productivity would be significant. Comparing this expenditure to the overall Mining and Quarrying Sector GDP (about RM102 billion in 2019), it is only at about 0.02%, a decrease by 0.01% compared to the previous year. This is the lowest training expenditure/ GDP contribution ratio. Therefore more effort must be put into upskilling and reskilling workers in this sector.

Sources:
1. PSMB Internal Database (2019)
2. Ministry of Finance (2019)
3. OECD (2018), Labour Market Programmes; Public expenditure and participant stocks on LMP

8 RECOMMENDATION

In order to maximise the impact of trainees, training programmes must correspond with the existing labour market and employer's needs. Some studies found that training had a positive impact, regardless of the current economic situation (Nordlund, 2011). Hence, training is clearly proven to be beneficial to employees, especially during the Covid-19 pandemic. Instead of attending face-to-face training, attending online training or E-learning sessions that are free of charge using recognised training platforms are highly encouraged. Employers should take these opportunities to upskill and reskill their employees to remain competitive and to sustain their businesses during the slow economic period.

Aside from free online platforms, there are many affordable courses offered by the local government training agency including the Industrial Training Institute (ILP) and Kolej Komuniti and Giatmara. By attending courses with affordable fee, more employees will have the opportunity to participate in training, increasing industry investment on training overall.

To increase the number of trained employees in the workplace, it is important to ensure that men and women both given the same opportunity. As men in Malaysia are more likely to be in the workforce, women on the other hand, are likely to be in need of more training to narrow the gap. Certain measures need to be taken for upskilling and reskilling activities to minimize the gap between male and female employees.

Sources:
Nordlund, M. (2011), "What works best when? The role of active labour market policy programmes in different business cycles", International Journal of Social Welfare, Vol. 20/1, pp. 43-54

9 TRAINING PARTICIPATION ANALYSIS ACCORDING TO STATES (2019)

This section describes the training performance of the states using the indicators described below:

INDICATORS

9.1 EFFECTIVE TRAINING DURATION

How many days an employee is being trained.

- Overall State Analysis (2019)

9.2 EMPLOYEES TRAINED RATIO

Percentage of employee's participation in training.

- Overall State Analysis (2019)

9.3 TRAINING OPPORTUNITY RATIO

Average number of training an employee gets to attend.

- Overall State Analysis (2019)

9.4 TRAINING PLACES APPROVED

Frequency of training participations approved by HRDF for employees to attend training programme.

- Overall State Analysis (2019)

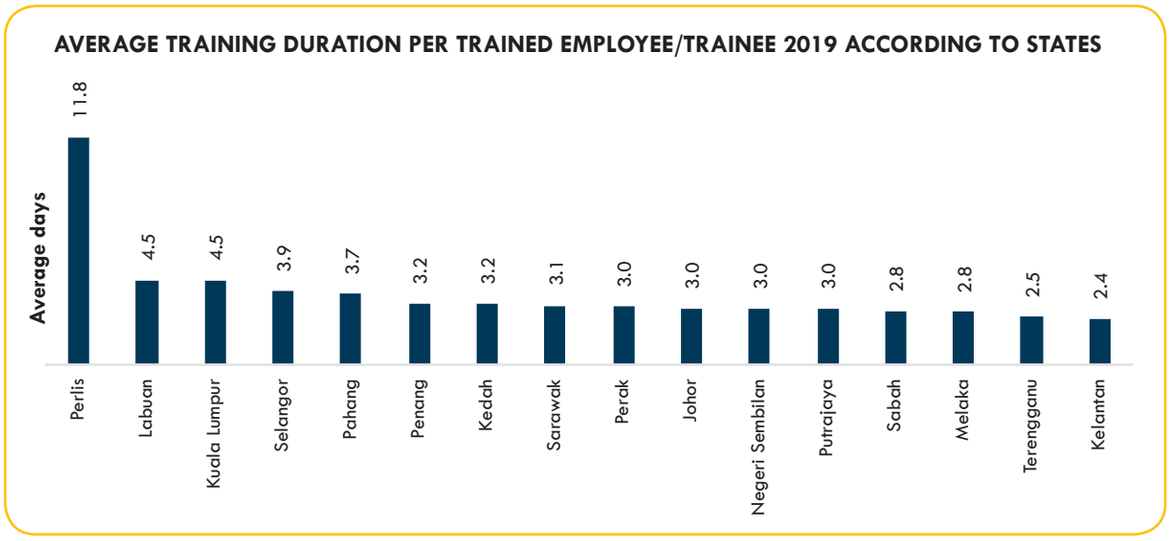
9.5 INDUSTRY INVESTMENT ON TRAINING (HRD FUND)

Investment based on financial assistance approved specifically for the course fees and other allowable costs.

- Overall State Analysis (2019)

Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

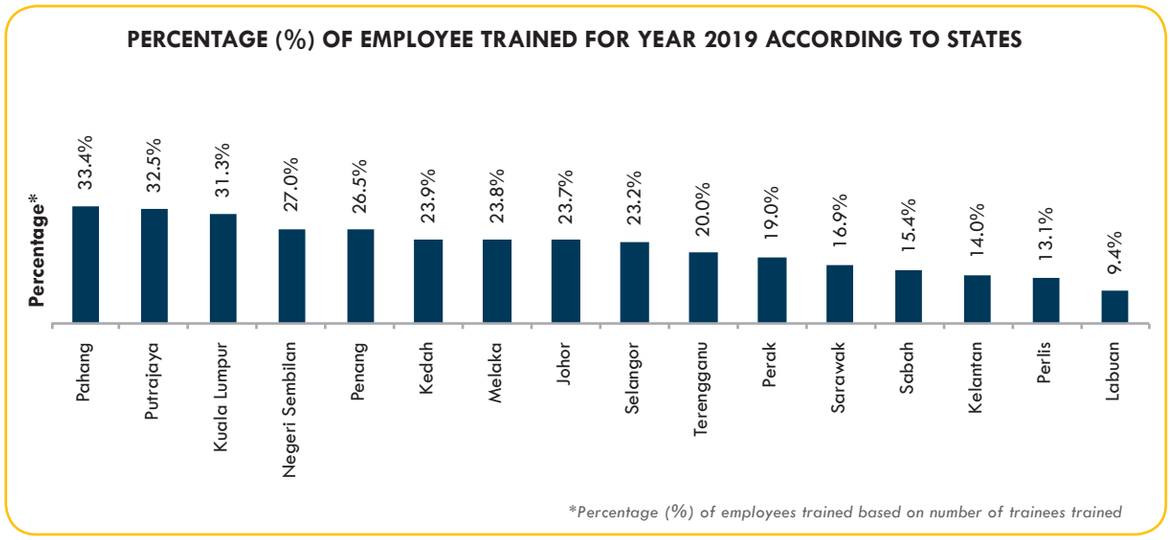
9.1 ANALYSIS OF EFFECTIVE TRAINING DURATION (DAYS) PER TRAINEE FOR YEAR 2019 ACCORDING TO STATES



Overall, an employee was being trained for only 3.8 days among all states in 2019.

Among all states, Perlis has the highest average number of training days compared to other states with 11.8 days per trainee. On the other hand, Kelantan has the lowest average of training days with 2.4 days per trainee in 2019.

9.2 ANALYSIS OF EMPLOYEES TRAINED RATIO FOR YEAR 2019 ACCORDING TO STATES

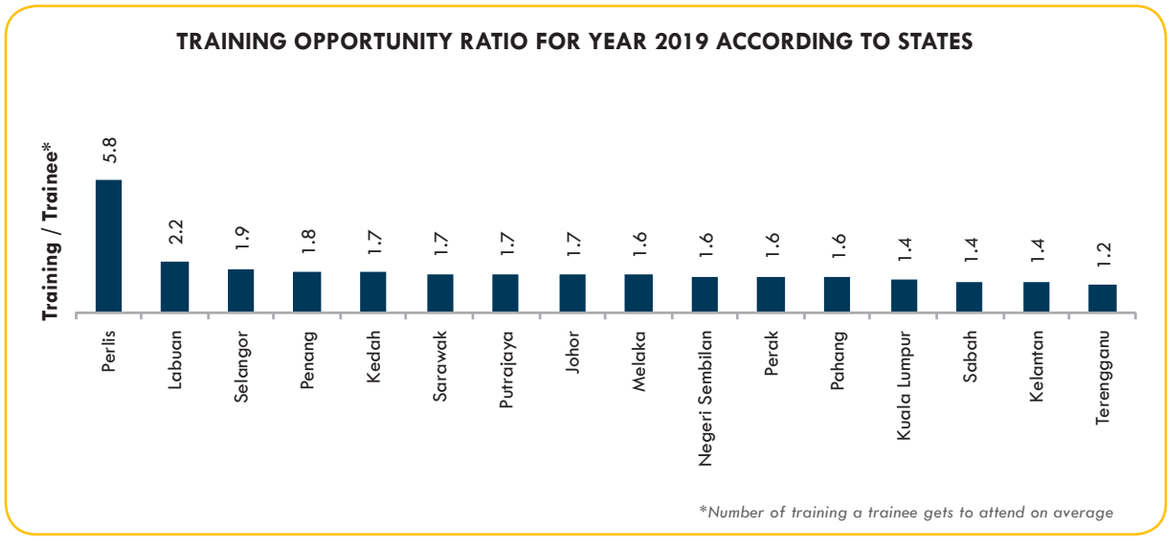


Approximately 24.7% Employees trained under HRDF in 2019

Considering that HRDF covered 2,433,105 employees in 2019, only 600,801 employees were being trained at 1,017,240 training places which is about **24.7%**.

Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

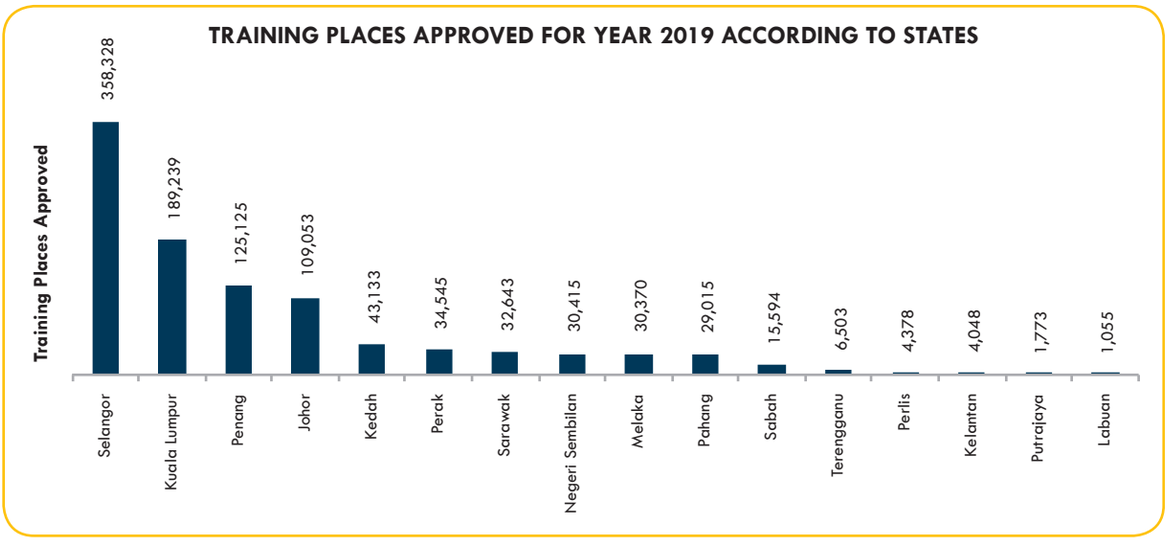
9.3 ANALYSIS OF TRAINING OPPORTUNITY RATIO FOR YEAR 2019 ACCORDING TO STATES



Overall, an employee attended about 2 training in 2019

Of those 1,017,240 training places approved for registered employers in 2019, the number of trainees trained were 600,801. On average, an employee attended approximately 2 training in 2019. Since 2018, Perlis is still the state with the most opportunities to train their workforce in 2019 at 5.8 per trainee based on its training places approved. However, the number of trainees trained is low.

9.4 ANALYSIS OF TRAINING PLACES APPROVED FOR YEAR 2019 ACCORDING TO STATES

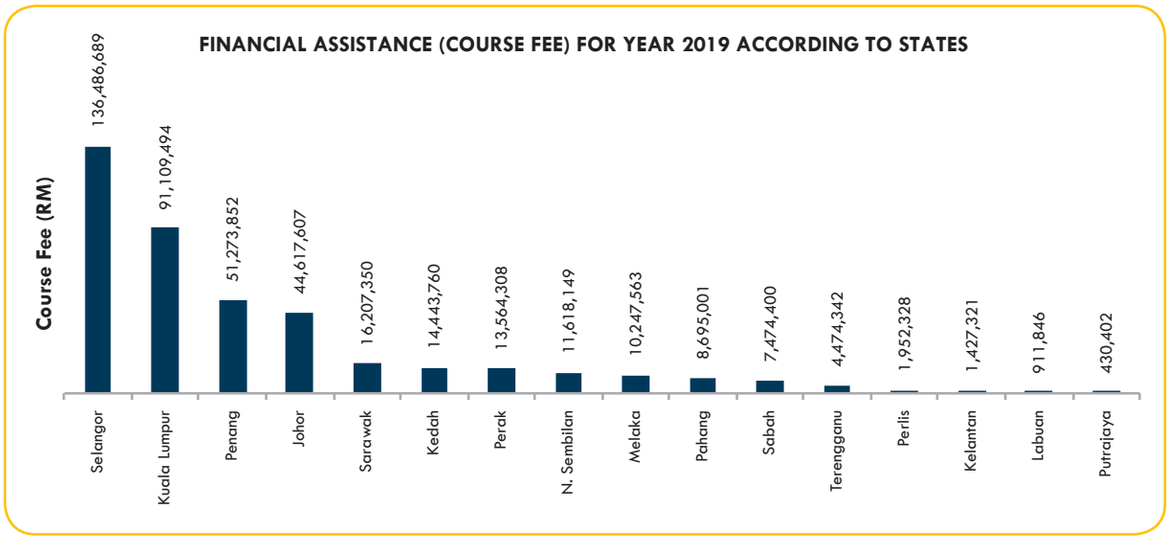


Overall, an employee gets to attended about 2 training in 2019

Of those 1,017,240 training places approved, they remain largely concentrated in more developed states where employers are located.

Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

9.5 ANALYSIS OF INDUSTRY INVESTMENT ON TRAINING USING HRDF FUND FOR THE YEAR 2019 ACCORDING TO STATES



Overall percentage of levy utilisation of all states is 64.7% of the total levy disbursed

With regards to training investment, Selangor leads in training investment followed by Kuala Lumpur and Penang. This is because most business activities in Malaysia are conducted within these states. Putrajaya is the lowest in training investment among private sectors as many employees in Putrajaya are government servants, and they are not included under HRDF coverage.

10 HRDF SUBSECTOR TRAINING PARTICIPATION ANALYSIS (2019)

This section describes the training performance in the subsectors using the indicators described below:

- LEVY UTILISATION 2018 VS 2019
- NUMBER OF TRAINEES TRAINED 2018 VS 2019
- NUMBER OF TRAINING PLACES 2018 VS 2019
- TRAINING COURSES ENROLLED ACCORDING TO SKILL AREAS IN 2018 VS 2019
- INDUSTRY INVESTMENT ON TRAINING (HRDF) (RM) 2018 VS 2019
- EFFECTIVE TRAINING DURATION PER TRAINEE 2018 VS 2019

10.1 HRDF SUBSECTORS TRAINING PARTICIPATION ANALYSIS (2019)

MANUFACTURING SECTOR

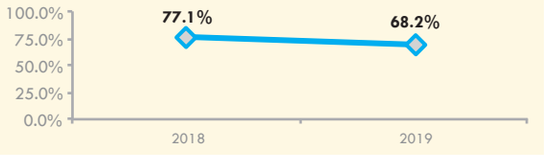


1. Food Manufacturing and Beverage Industries
2. Iron and Steel Basic Industries
3. Manufacture of Furniture and Fixtures except Primarily of Metal
4. Manufacturer of Electrical Machinery, Apparatus Appliances and Supplies
5. Manufacturer of Footwear, except Vulcanised or Moulded Rubber or Plastics Footwear
6. Manufacturer of Glass and Glass Products
7. Manufacturer of Industrial Chemicals and other Chemical Products
8. Manufacturer of Leather and Products of Leather, Leather Substitutes and Fur, except Footwear and Wearing Apparel
9. Manufacturer of Machinery except Electrical
10. Manufacturer of Miscellaneous Products of Petroleum and Coal
11. Manufacturer of Non-metallic Mineral Products
12. Manufacturer of Paper and Paper Products
13. Manufacturer of Plastics Products
14. Manufacturer of Pottery, China and Earthenware
15. Manufacturer of Professional and Scientific, and Measuring and Controlling Equipment N.E.C. and of Photographic and Optical Goods and Other Manufacturing Industries
16. Manufacturer of Rubber Products
17. Manufacturer of Textiles and Wearing Apparel, except Footware
18. Manufacturer of Transport Equipment
19. Manufacturer of Wood and Wood Products and Cork, except Furniture
20. Non-ferrous Metal Basis Industries andFabricated Metal
21. Petroleum Refineries
22. Printing, Publishing and Allied Industries
23. Tobacco Manufacturers

Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

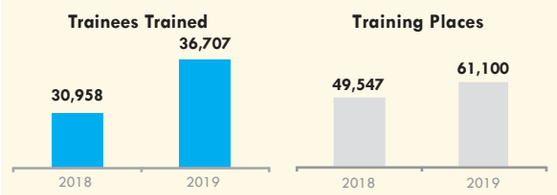
1 SUBSECTOR : FOOD MANUFACTURING & BEVERAGE INDUSTRIES

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place

Safety and Health	11,062
Food and Beverages	8,354
Quality and Productivity	7,084
Team Building or Motivation	3,638
Audit or Tax	2,560
Supervisory	2,011
Management or Strategic Management	1,914
Manufacturing or Production	1,584
Maintenance or System and Control	1,494
Marketing and Sales	1,425
Human Resources	1,318
Computer or Information and Technology	1,189
Process and Operation	922
Accounting or Finance	816
Engineering	635
Legal and Law	612
Education or Training	603
Purchasing or Logistics or Supply Chain	483
Journalist or Publishing or Communication	399
Administration or Clerical	396
Creativity and Innovation	214
Public Relations or Customer Service	171
Language	134
Medical or Healthcare	122
Actuarial or Statistics	110
Security or Armed Forces	92
Biotechnology or Chemistry	72
Retail or Merchandising	35
Creative Design	24
New or High Technology	23
Ship or Maritime Handling	23
Research and Development	16
Port Management	12

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

Training Place

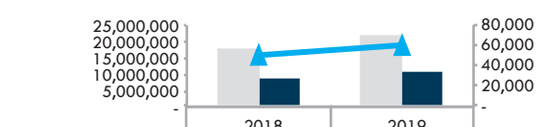
Safety and Health	17,091
Food and Beverages	10,270
Quality and Productivity	8,339
Audit or Tax	4,664
Team Building or Motivation	3,480
Management or Strategic Management	2,036
Computer or Information and Technology	1,892
Human Resources	1,863
Manufacturing or Production	1,856
Legal and Law	1,574
Supervisory	1,317
Marketing and Sales	1,075
Accounting or Finance	989
Maintenance or System and Control	848
Journalist or Publishing or Communication	715
Purchasing or Logistics or Supply Chain	649
Process and Operation	602
Engineering	570
Public Relations or Customer Service	243
Administration or Clerical	225
Education or Training	193
Language	161
Biotechnology or Chemistry	104
Creativity and Innovation	85
Research and Development	76
Security or armed Forces	47
Retail or Merchandising	30
Ship or Maritime Handling	29
Actuarial or Statistics	26
New or High Technology	25
Medical or Healthcare	24
Creative Design	2

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM26,866,332
2019: RM32,723,720

	2018	2019
Average Course Fee (RM)	358.26	363.71
Average Allowable Cost (RM)	183.97	171.87

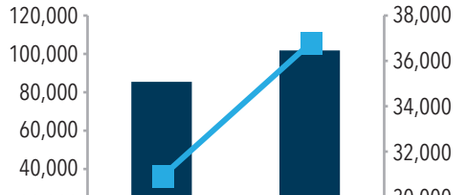


	2018	2019
Course Fees	17,750,936	22,222,696
Other Allowable Costs	9,115,396	10,501,024
Training Places	49,547	61,100

67.9 % of financial assistance were for course fees and 32.1 % were for other allowable costs.

Effective Training Duration per Trainee

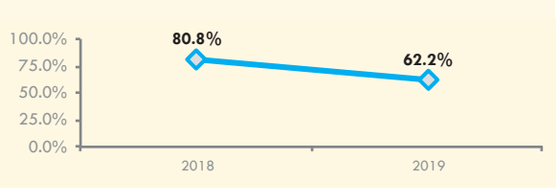
2018	2.7 days	2019	2.8 days



	2018	2019
Training Days	84,977	102,455
Trainees Trained	30,958	36,707

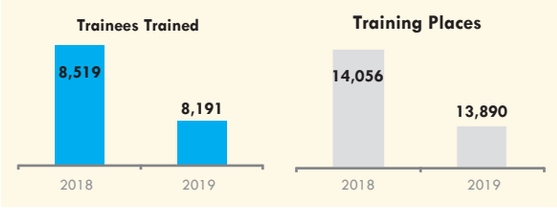
2 SUBSECTOR : IRON AND STEEL BASIC INDUSTRIES

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

Training Place

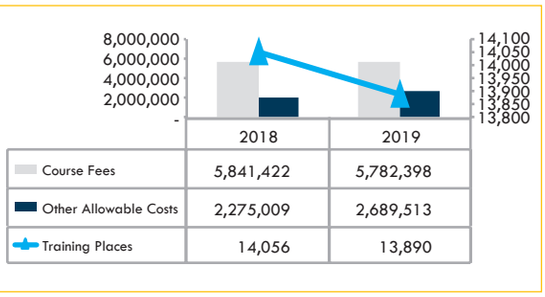


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM8,116,431
2019: RM8,471,911

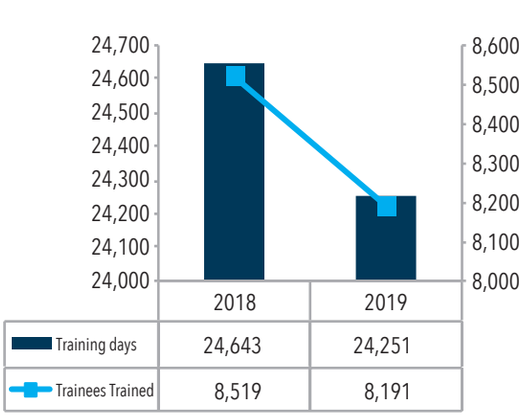
	2018	2019
Average Course Fee (RM)	415.58	416.30
Average Allowable Cost (RM)	161.85	193.63



68.3 % of financial assistance were for course fees and 31.7 % were for other allowable costs.

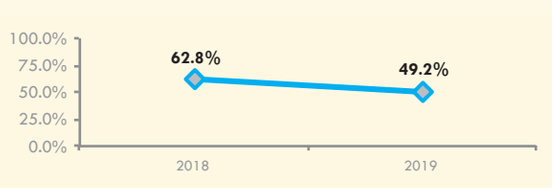
Effective Training Duration per Trainee

2018	2.9 days	2019	3.0 days



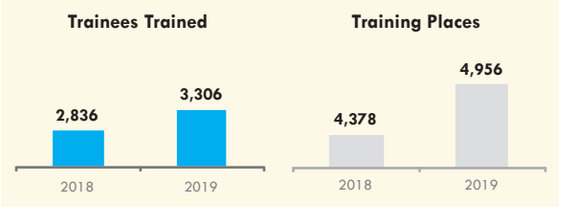
3 SUBSECTOR : MANUFACTURER OF FURNITURE AND FIXTURES EXCEPT PRIMARILY OF METAL

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

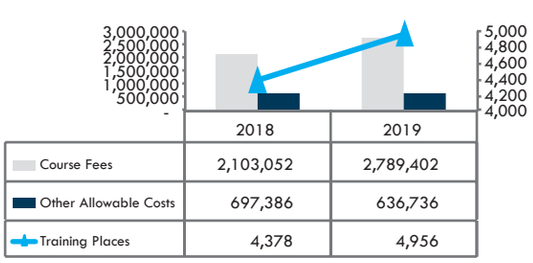


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM2,800,438
2019: RM3,426,139

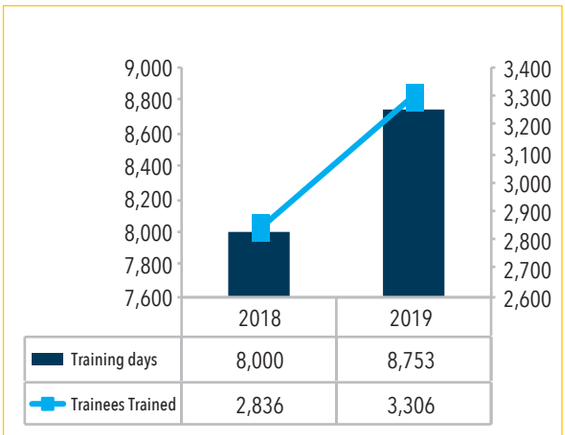
	2018	2019
Average Course Fee (RM)	480.37	562.83
Average Allowable Cost (RM)	159.29	128.48



81.4 % of financial assistance were for course fees and 18.6 % were for other allowable costs.

Effective Training Duration per Trainee

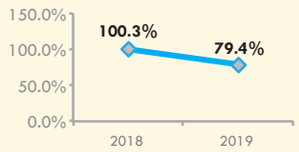
2018	2.8 days	2019	2.6 days



4 SUBSECTOR : MANUFACTURER OF ELECTRICAL MACHINERY, APPARATUS APPLIANCES AND SUPPLIES

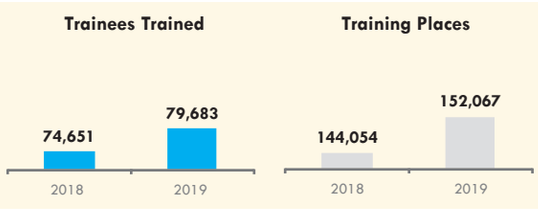
Levy Utilisation (%) for 2018 and 2019

The utilisation of HRD levy is more than 100% as the disbursement for training is more than the levy collected for the year. This is because HRDF allows financial assistance disbursement to the employers for the training completed in the current and previous year before/by 30th June every year.



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

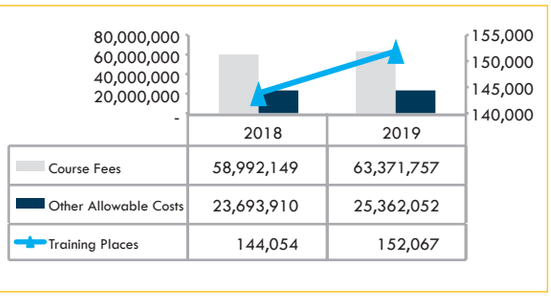


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM82,686,059
2019: RM88,733,809

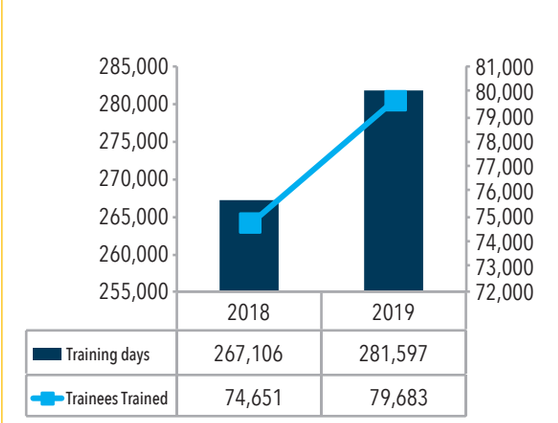
	2018	2019
Average Course Fee (RM)	409.51	416.74
Average Allowable Cost (RM)	164.48	166.78



71.4 % of financial assistance were for course fees and 28.6 % were for other allowable costs.

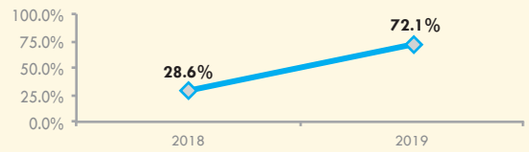
Effective Training Duration per Trainee

2018	3.6 days	2019	3.5 days



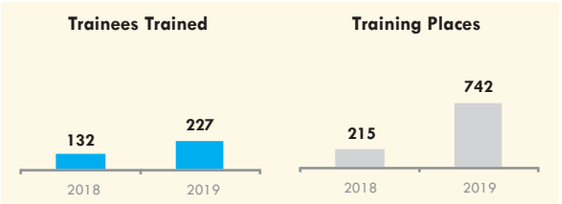
5 SUBSECTOR : MANUFACTURER OF FOOTWEAR, EXCEPT VULCANISED OR MOULDED RUBBER OR PLASTICS FOOTWEAR

Levy Utilisation (%) for 2018 and 2019

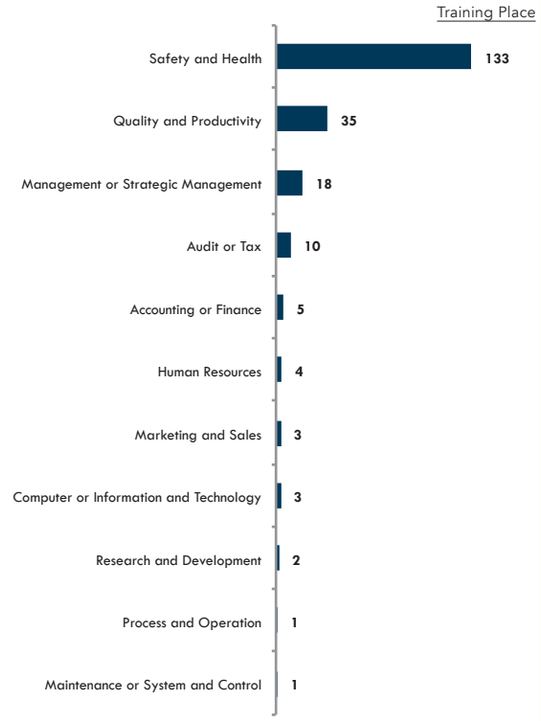


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

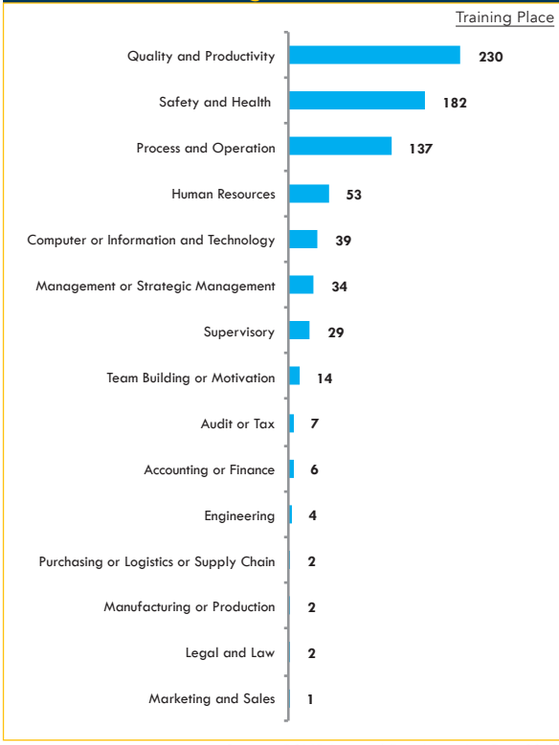


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

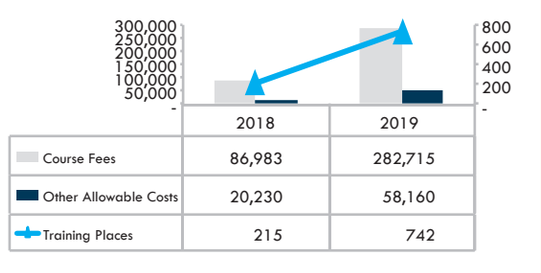


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM107,213
2019: RM340,875

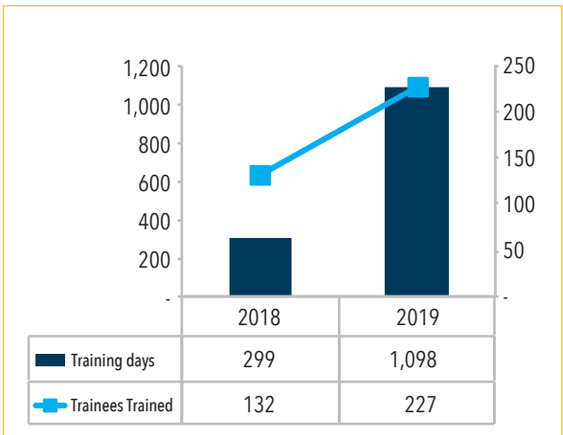
	2018	2019
Average Course Fee (RM)	404.57	381.02
Average Allowable Cost (RM)	94.09	78.38



82.9 % of financial assistance were for course fees and 17.1 % were for other allowable costs.

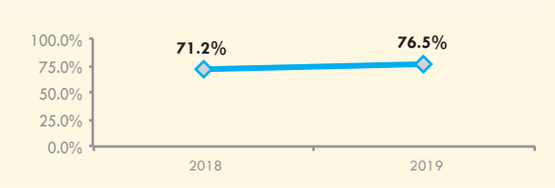
Effective Training Duration per Trainee

2018	2.3 days	2019	4.8 days



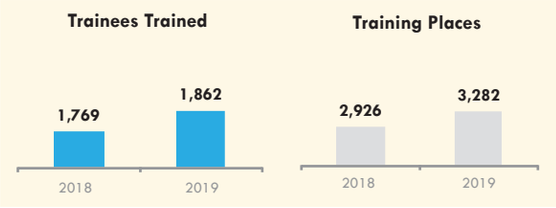
6 SUBSECTOR : MANUFACTURER OF GLASS AND GLASS PRODUCTS

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

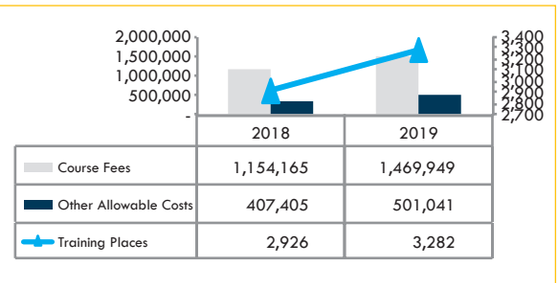


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM1,561,570
2019: RM1,970,990

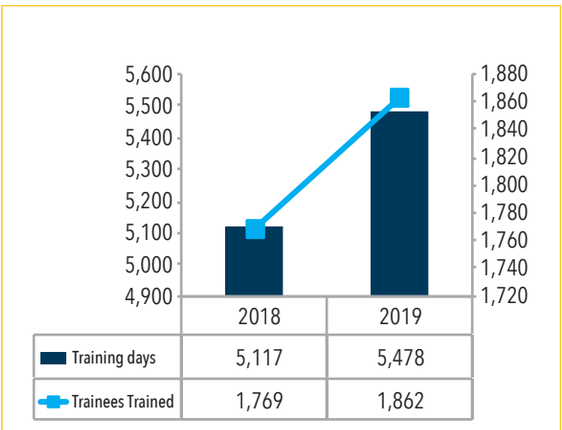
	2018	2019
Average Course Fee (RM)	394.45	447.88
Average Allowable Cost (RM)	139.24	152.66



74.6 % of financial assistance were for course fees and 25.4 % were for other allowable costs.

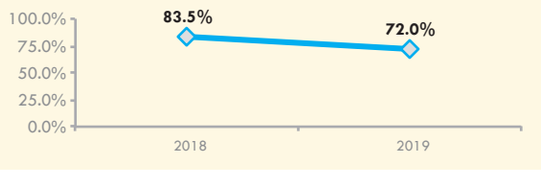
Effective Training Duration per Trainee

2018	2.9 days	2019	2.9 days



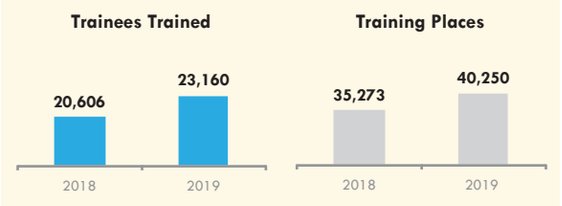
7 SUBSECTOR : MANUFACTURER OF INDUSTRIAL CHEMICALS & OTHER CHEMICAL PRODUCTS

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place

Safety and Health	8,929
Quality and Productivity	5,696
Team Building or Motivation	4,390
Manufacturing or Production	1,855
Management or Strategic Management	1,628
Computer or Information and Technology	1,512
Supervisory	1,425
Audit or Tax	1,364
Process and Operation	1,071
Human Resources	1,033
Education or Training	1,011
Maintenance or System and Control	773
Accounting or Finance	647
Food and Beverages	579
Engineering	457
Journalist or Publishing or Communication	456
Marketing and Sales	417
Purchasing or Logistics or Supply Chain	391
Language	350
Legal and Law	286
Creativity and Innovation	282
Medical or Healthcare	179
Administration or Clerical	164
Biotechnology or Chemistry	121
Public Relations or Customer Service	52
Research and Development	39
Actuarial or Statistics	39
New or High Technology	36
Port Management	34
Ship or Maritime Handling	32
Creative Design	12
Security or Armed Forces	11
Retail or Merchandising	2

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

Training Place

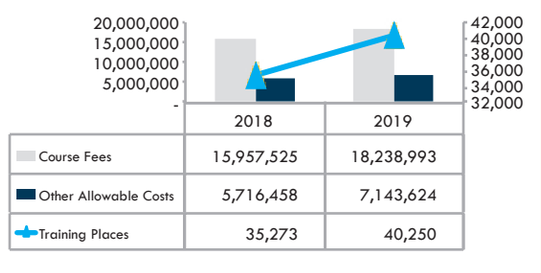
Safety and Health	11,302
Quality and Productivity	5,334
Team Building or Motivation	4,724
Manufacturing or Production	1,893
Management or Strategic Management	1,825
Computer or Information and Technology	1,713
Human Resources	1,581
Education or Training	1,495
Audit or Tax	1,451
Process and Operation	1,316
Supervisory	1,058
Legal and Law	979
Maintenance or System and Control	793
Food and Beverages	741
Marketing and Sales	671
Engineering	619
Accounting or Finance	602
Purchasing or Logistics or Supply Chain	524
Language	400
Creativity and Innovation	202
Biotechnology or Chemistry	166
Public Relations or Customer Service	161
Journalist or Publishing or Communication	143
Administration or Clerical	117
Research and Development	113
Medical or Healthcare	90
Ship or Maritime Handling	74
Actuarial or Statistics	70
New or High Technology	60
Security or Armed Forces	16
Port Management	15
Creative Design	2

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM21,673,983
2019: RM25,382,618

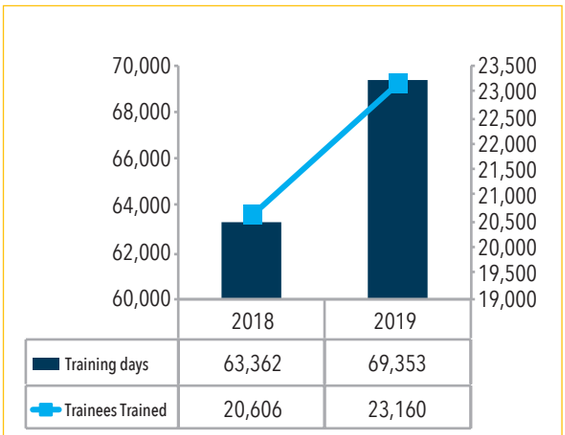
	2018	2019
Average Course Fee (RM)	452.40	453.14
Average Allowable Cost (RM)	162.06	177.48



71.9 % of financial assistance were for course fees and 28.1 % were for other allowable costs.

Effective Training Duration per Trainee

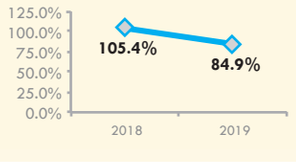
2018	3.1 days	2019	3.0 days



8 SUBSECTOR : MANUFACTURER OF LEATHER & PRODUCTS OF LEATHER, LEATHER SUBSTITUTES & FUR, EXCEPT FOOTWEAR & WEARING APPAREL

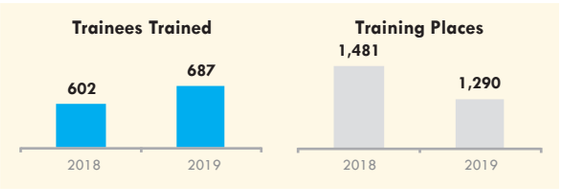
Levy Utilisation (%) for 2018 and 2019

The utilisation of HRD levy is more than 100% as the disbursement for training is more than the levy collected for the year. This is because HRDF allows financial assistance disbursement to the employers for the training completed in the current and previous year before/by 30th June every year.



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

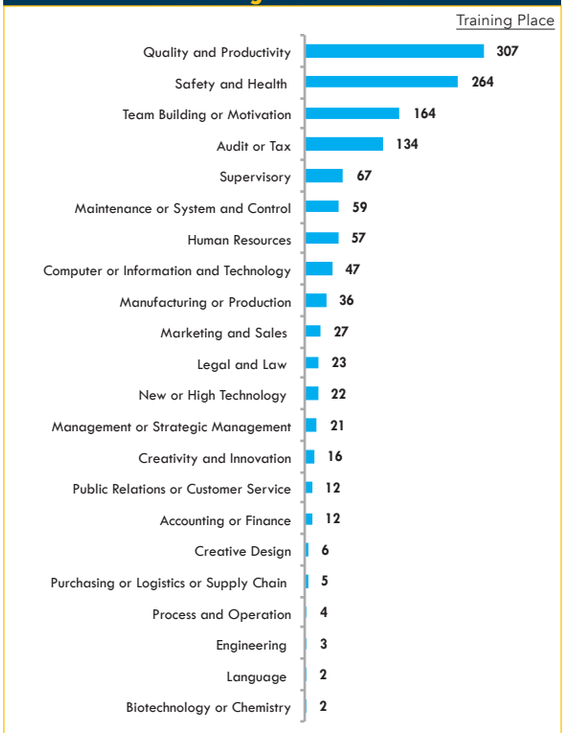


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

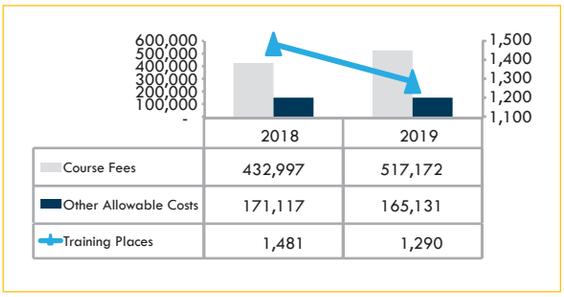


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM604,114
2019: RM682,303

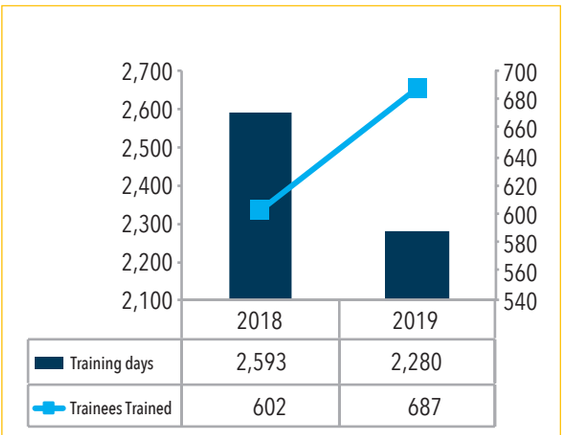
	2018	2019
Average Course Fee (RM)	292.37	400.91
Average Allowable Cost (RM)	115.54	128.01



75.8 % of financial assistance were for course fees and 24.2 % were for other allowable costs.

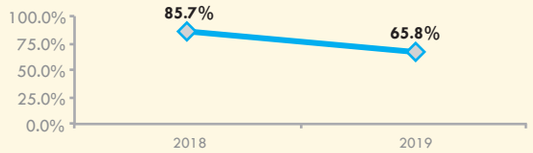
Effective Training Duration per Trainee

2018	4.3 days	2019	3.3 days



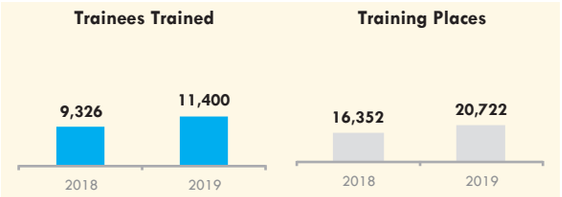
9 SUBSECTOR : MANUFACTURER OF MACHINERY EXCEPT ELECTRICAL

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

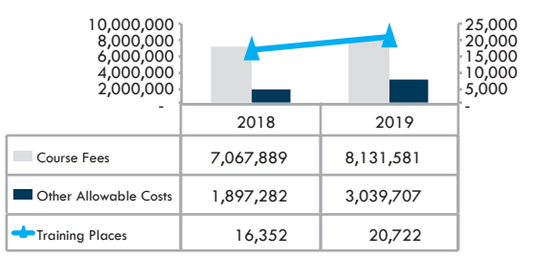


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM8,965,171
2019: RM11,171,288

	2018	2019
Average Course Fee (RM)	432.23	392.41
Average Allowable Cost (RM)	116.03	146.69

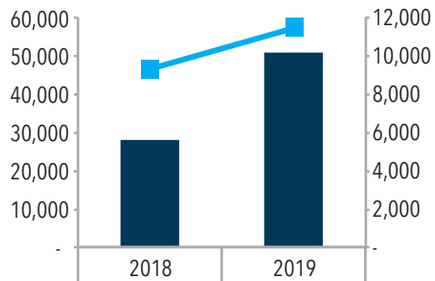


	2018	2019
Course Fees	7,067,889	8,131,581
Other Allowable Costs	1,897,282	3,039,707
Training Places	16,352	20,722

72.8 % of financial assistance were for course fees and 27.2 % were for other allowable costs.

Effective Training Duration per Trainee

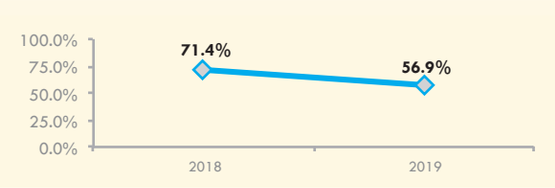
2018	3.0 days	2019	4.5 days



	2018	2019
Training days	28,032	50,987
Trainees Trained	9,326	11,400

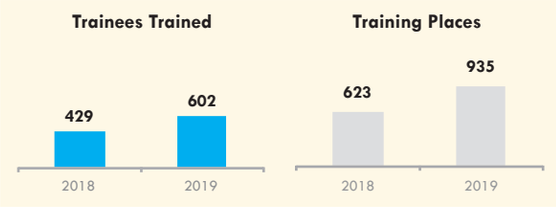
10 SUBSECTOR : MANUFACTURER OF MISCELLANEOUS PRODUCTS OF PETROLEUM & COAL

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

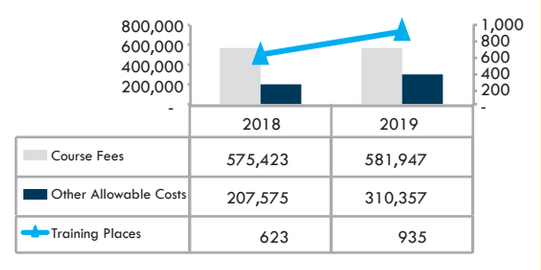


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM782,998
2019: RM892,304

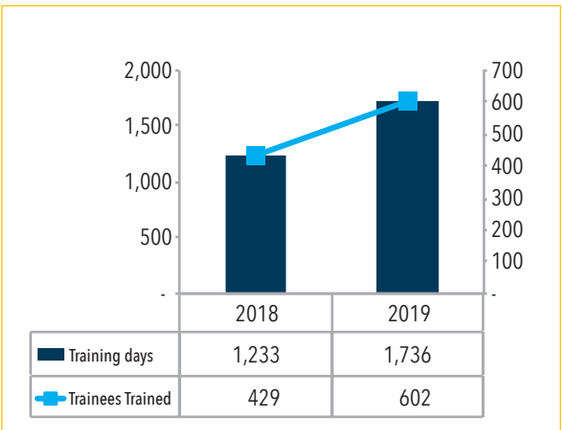
	2018	2019
Average Course Fee (RM)	923.63	622.40
Average Allowable Cost (RM)	333.19	331.93



65.2 % of financial assistance were for course fees and 34.8 % were for other allowable costs.

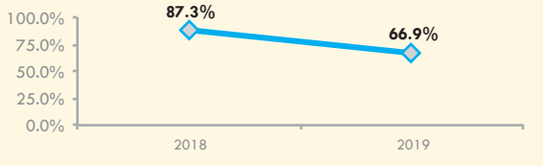
Effective Training Duration per Trainee

2018	2.9 days	2019	2.9 days



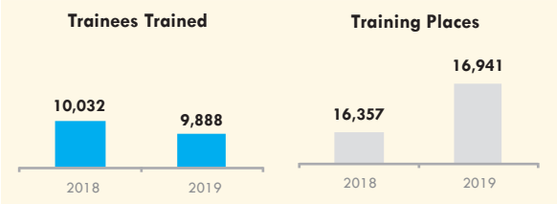
11 SUBSECTOR : MANUFACTURER OF NON-METALLIC MINERAL PRODUCTS

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place

Safety and Health	5,715
Team Building or Motivation	1,729
Quality and Productivity	1,605
Process and Operation	1,311
Audit or Tax	906
Manufacturing or Production	855
Management or Strategic Management	692
Supervisory	513
Marketing and Sales	424
Human Resources	404
Accounting or Finance	382
Computer or Information and Technology	325
Maintenance or System and Control	240
Legal and Law	220
Education or Training	194
Engineering	180
Administration or Clerical	123
Public Relations or Customer Service	94
Purchasing or Logistics or Supply Chain	91
Journalist or Publishing or Communication	91
Security or Armed Forces	60
Language	59
Medical or Healthcare	34
Actuarial or Statistics	23
Research and Development	23
Creativity and Innovation	22
New or High Technology	19
Biotechnology or Chemistry	8
Ship or Maritime Handling	7
Creative Design	6
Port Management	2

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

Training Place

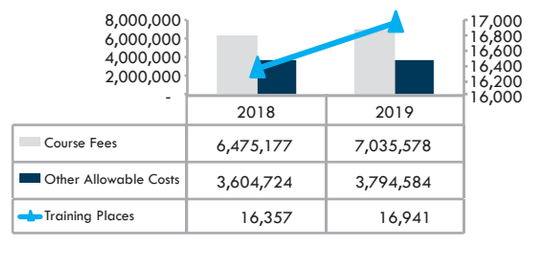
Safety and Health	6,889
Quality and Productivity	1,555
Process and Operation	1,060
Team Building or Motivation	1,058
Management or Strategic Management	797
Human Resources	791
Computer or Information and Technology	634
Manufacturing or Production	565
Accounting or Finance	524
Audit or Tax	470
Education or Training	436
Marketing and Sales	388
Maintenance or System and Control	373
Supervisory	314
Legal and Law	235
Administration or Clerical	192
Engineering	111
Language	101
Purchasing or Logistics or Supply Chain	92
Creativity and Innovation	80
Public Relations or Customer Service	74
Medical or Healthcare	52
Actuarial or Statistics	31
Port Management	24
Journalist or Publishing or Communication	19
New or High Technology	18
Research and Development	17
Biotechnology or Chemistry	16
Ship or Maritime Handling	8
Creative Design	8
Security or Armed Forces	5
Food and Beverages	3
Retail or Merchandising	1

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM10,079,901
2019: RM10,830,162

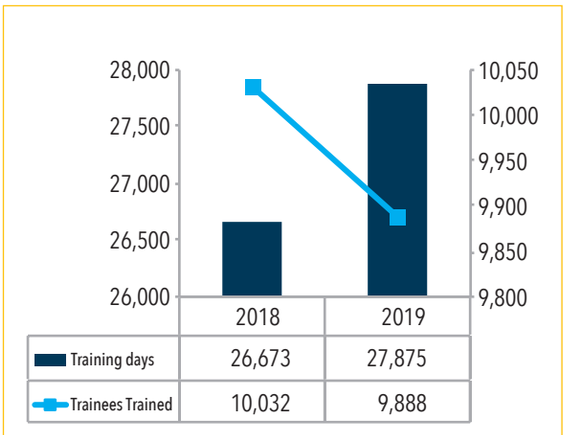
	2018	2019
Average Course Fee (RM)	395.87	415.30
Average Allowable Cost (RM)	220.38	223.99



65.0 % of financial assistance were for course fees and 35.0 % were for other allowable costs.

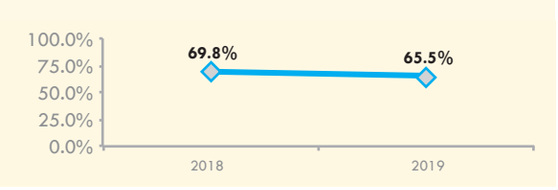
Effective Training Duration per Trainee

2018	2.7 days	2019	2.8 days



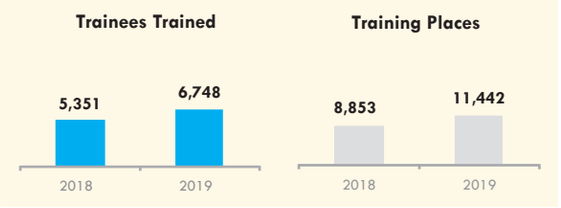
12 SUBSECTOR : MANUFACTURER OF PAPER AND PAPER PRODUCTS

Levy Utilisation (%) for 2018 and 2019

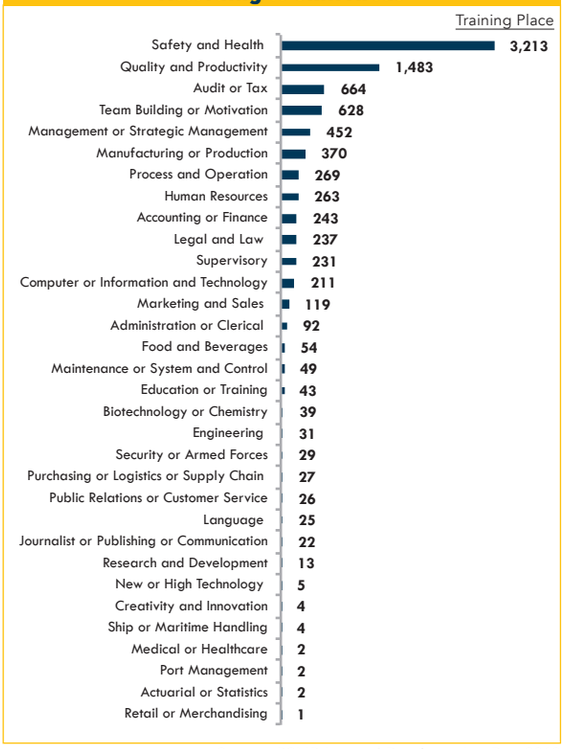


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

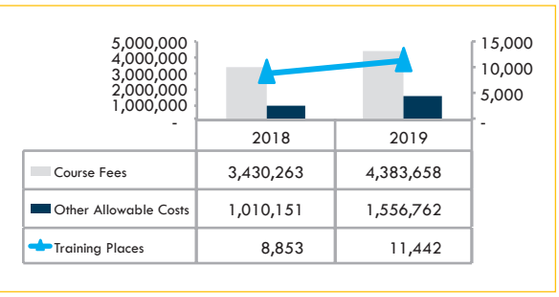


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM4,440,414
2019: RM5,940,420

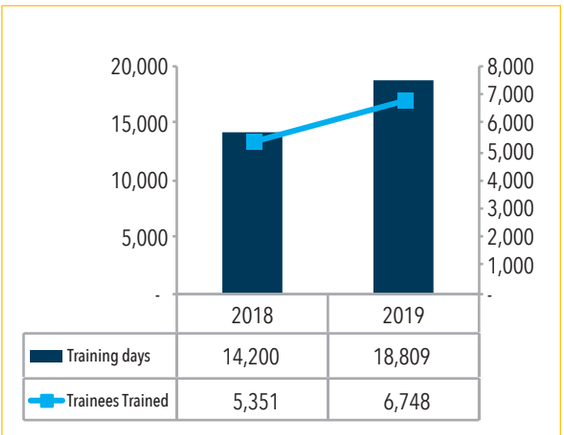
	2018	2019
Average Course Fee (RM)	387.47	383.12
Average Allowable Cost (RM)	114.10	136.06



73.8 % of financial assistance were for course fees and 26.2 % were for other allowable costs.

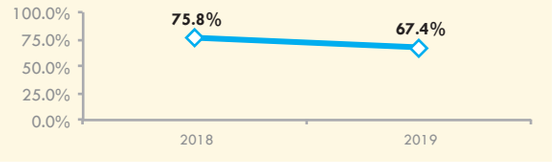
Effective Training Duration per Trainee

2018	2.7 days	2019	2.8 days



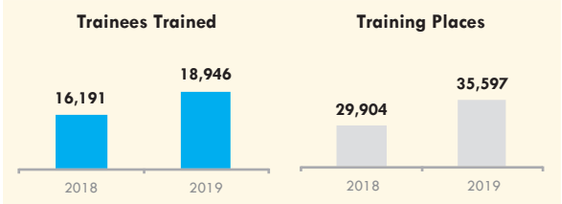
13 SUBSECTOR : MANUFACTURER OF PLASTICS PRODUCTS

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

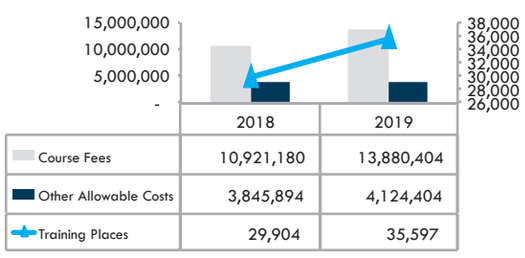


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM14,767,074
2019: RM18,004,808

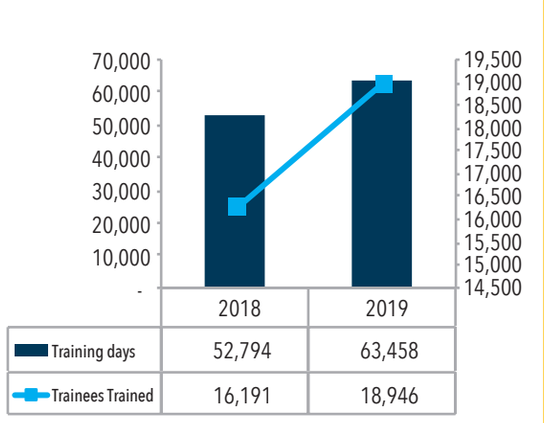
	2018	2019
Average Course Fee (RM)	365.21	389.93
Average Allowable Cost (RM)	128.61	115.86



77.1 % of financial assistance were for course fees and 22.9 % were for other allowable costs.

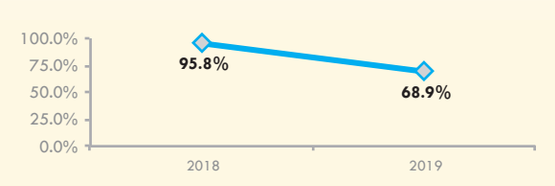
Effective Training Duration per Trainee

2018	3.3 days	2019	3.3 days



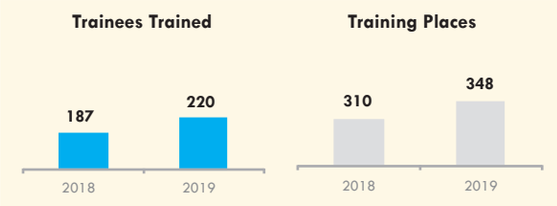
14 SUBSECTOR : MANUFACTURER OF POTTERY, CHINA AND EARTHENWARE

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

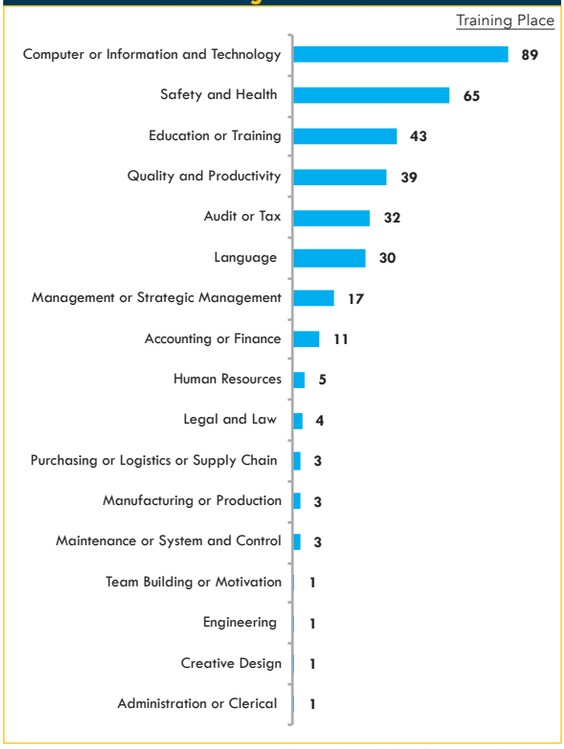


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

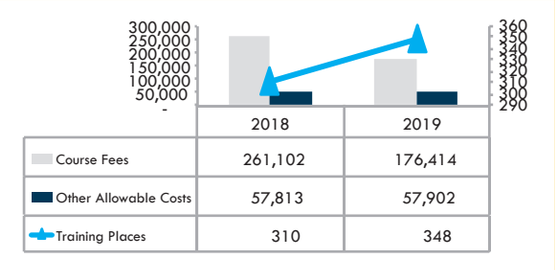


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM318,915
2019: RM234,316

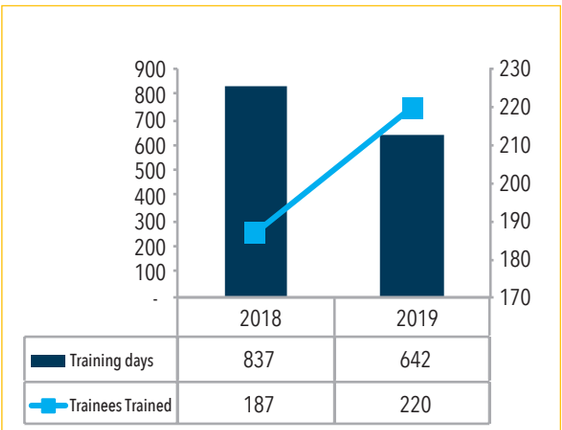
	2018	2019
Average Course Fee (RM)	842.26	506.94
Average Allowable Cost (RM)	186.49	166.39



75.3 % of financial assistance were for course fees and 24.7 % were for other allowable costs.

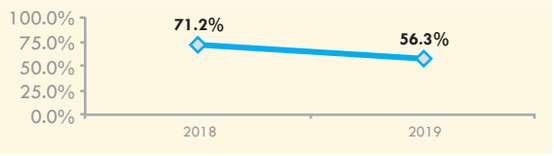
Effective Training Duration per Trainee

2018	4.5 days	2019	2.9 days



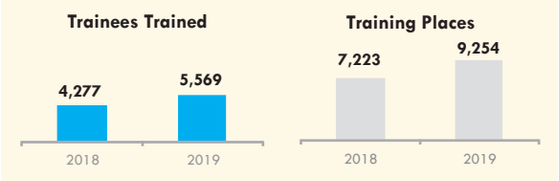
15 SUBSECTOR : MANUFACTURER OF PROFESSIONAL AND SCIENTIFIC & MEASURING AND CONTROLLING EQUIPMENT N.E.C. AND OF PHOTOGRAPHIC AND OPTICAL GOODS & OTHERS MANUFACTURING IND.

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

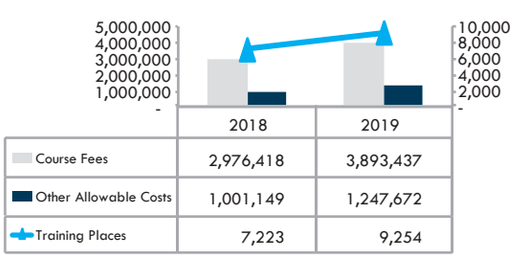


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM3,977,567
2019: RM5,141,109

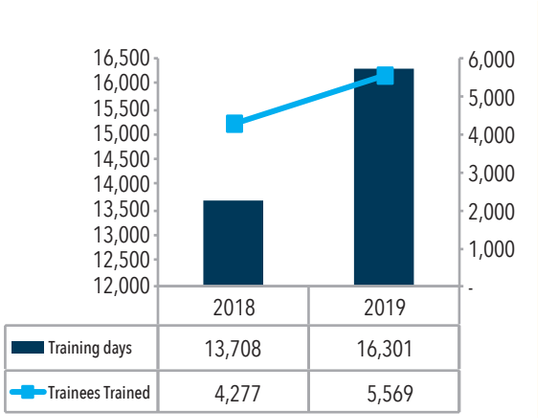
	2018	2019
Average Course Fee (RM)	412.08	420.73
Average Allowable Cost (RM)	138.61	134.83



75.7 % of financial assistance were for course fees and 24.3 % were for other allowable costs.

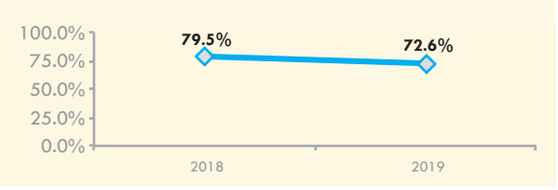
Effective Training Duration per Trainee

2018	3.2 days	2019	2.9 days



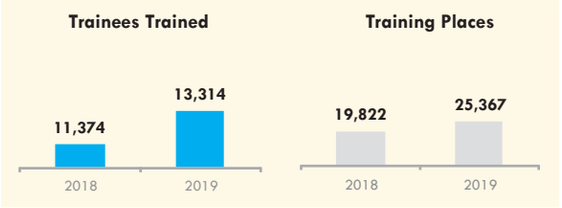
16 SUBSECTOR : MANUFACTURER OF RUBBER PRODUCTS

Levy Utilisation (%) for 2018 and 2019

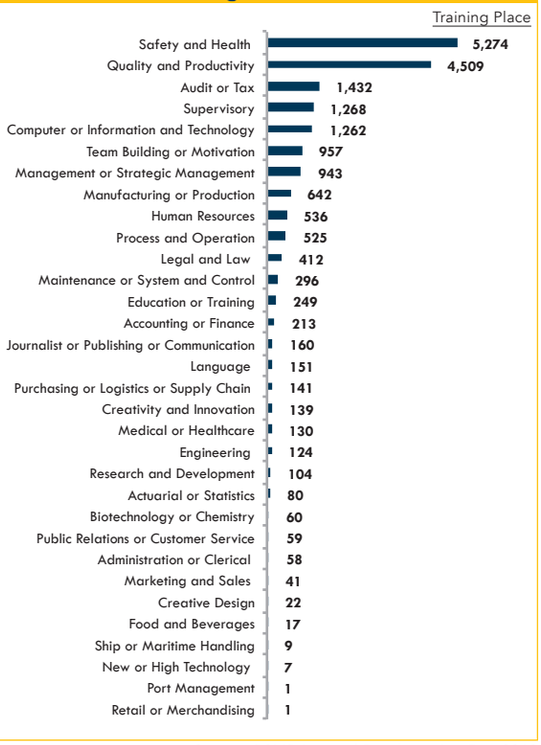


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

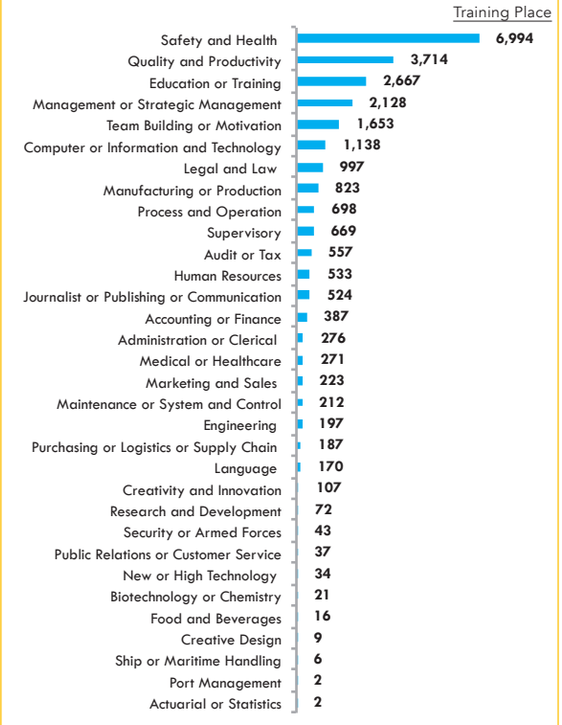


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

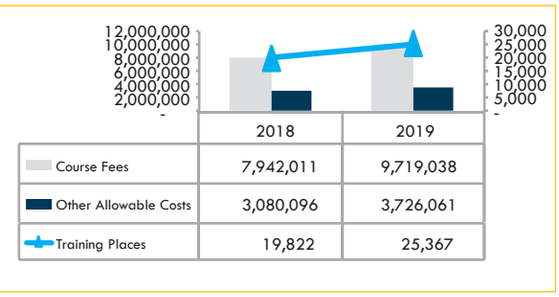


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM11,022,107
2019: RM13,445,099

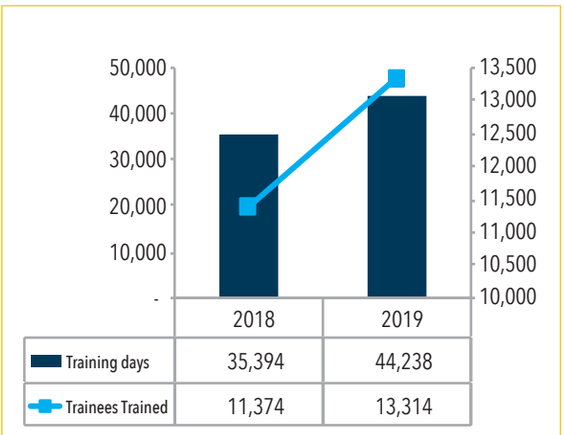
	2018	2019
Average Course Fee (RM)	400.67	383.14
Average Allowable Cost (RM)	155.39	146.89



72.3 % of financial assistance were for course fees and 27.7 % were for other allowable costs.

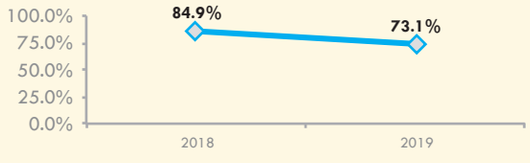
Effective Training Duration per Trainee

2018	3.1 days	2019	3.3 days



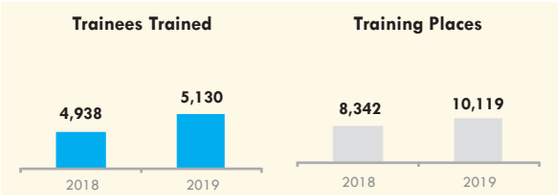
17 SUBSECTOR : MANUFACTURER OF TEXTILES & WEARING APPAREL, EXCEPT FOOTWARE

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

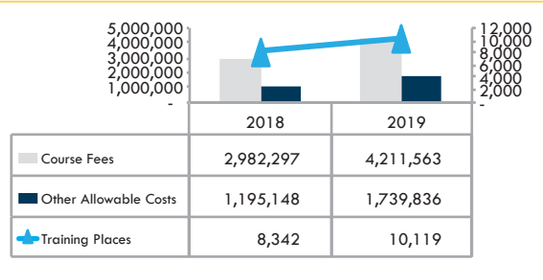


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM4,177,445
2019: RM5,951,399

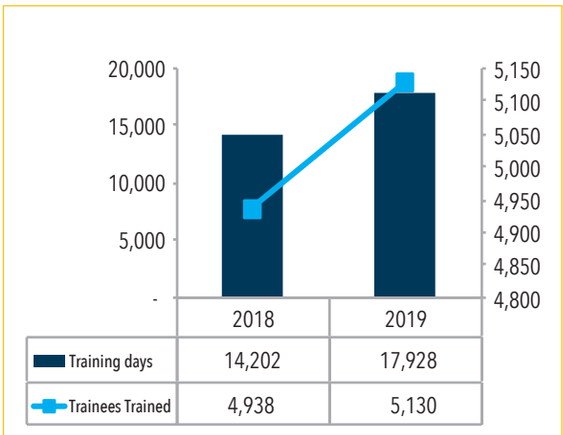
	2018	2019
Average Course Fee (RM)	357.50	416.20
Average Allowable Cost (RM)	143.27	171.94



70.8 % of financial assistance were for course fees and 29.2 % were for other allowable costs.

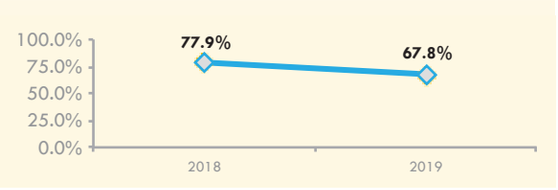
Effective Training Duration per Trainee

2018	2.9 days	2019	3.5 days



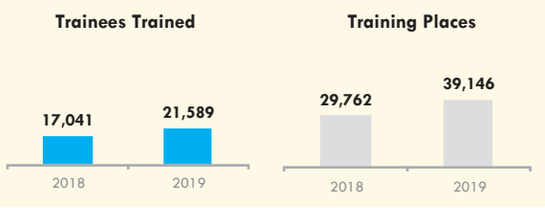
18 SUBSECTOR : MANUFACTURER OF TRANSPORT EQUIPMENT

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place

Safety and Health	6,072
Management or Strategic Management	4,449
Quality and Productivity	3,586
Team Building or Motivation	3,515
Audit or Tax	1,329
Manufacturing or Production	1,144
Computer or Information and Technology	1,135
Education or Training	1,108
Human Resources	1,003
Maintenance or System and Control	994
Process and Operation	992
Engineering	979
Supervisory	768
Accounting or Finance	389
Legal and Law	375
Language	345
Administration or Clerical	261
Journalist or Publishing or Communication	258
Creativity and Innovation	218
Public Relations or Customer Service	178
Purchasing or Logistics or Supply Chain	144
Actuarial or Statistics	104
Aviation	102
Research and Development	74
Marketing and Sales	66
New or High Technology	32
Medical or Healthcare	32
Creative Design	28
Biotechnology or Chemistry	27
Port Management	19
Security or Armed Forces	19
Ship or Maritime Handling	17

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

Training Place

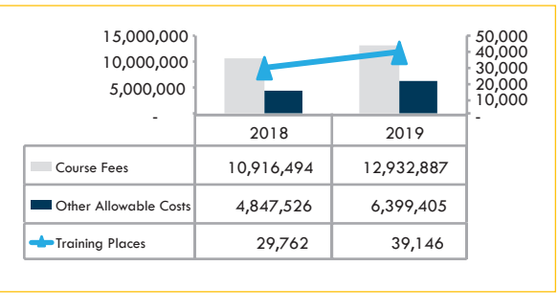
Safety and Health	6,881
Quality and Productivity	5,842
Management or Strategic Management	5,292
Team Building or Motivation	4,465
Manufacturing or Production	2,240
Computer or Information and Technology	2,203
Education or Training	2,195
Audit or Tax	1,351
Human Resources	1,342
Supervisory	1,067
Process and Operation	990
Engineering	796
Accounting or Finance	607
Maintenance or System and Control	596
Legal and Law	575
Administration or Clerical	559
Journalist or Publishing or Communication	406
Language	347
Purchasing or Logistics or Supply Chain	313
Creativity and Innovation	245
Security or Armed Forces	210
Public Relations or Customer Service	179
Aviation	101
Research and Development	96
Medical or Healthcare	67
Marketing and Sales	54
New or High Technology	48
Creative Design	31
Actuarial or Statistics	20
Ship or Maritime Handling	15
Biotechnology or Chemistry	5
Retail or Merchandising	3
Port Management	3
Hotel or Tourism	1
Food and Beverages	1

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM15,764,020
2019: RM19,332,292

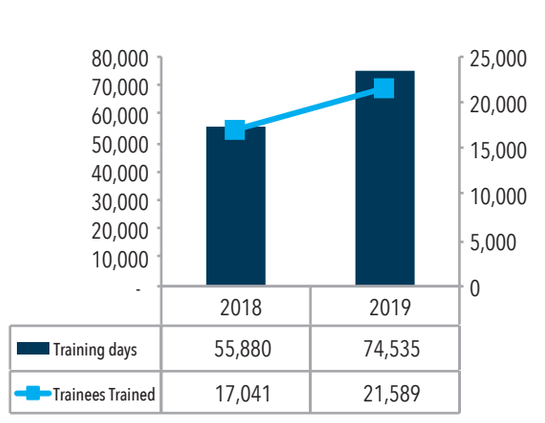
	2018	2019
Average Course Fee (RM)	366.79	330.38
Average Allowable Cost (RM)	162.88	163.48



66.9 % of financial assistance were for course fees and 33.1 % were for other allowable costs.

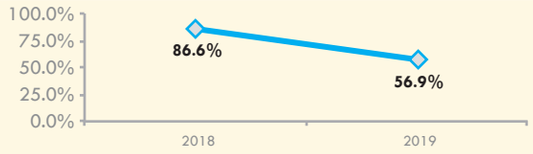
Effective Training Duration per Trainee

2018	3.3 days	2019	3.5 days



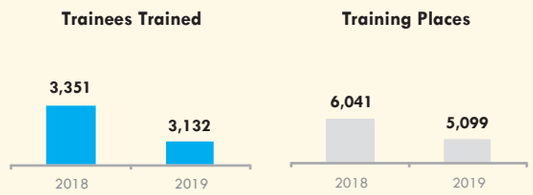
19 SUBSECTOR : MANUFACTURER OF WOOD & WOOD PRODUCTS AND CORK, EXCEPT FURNITURE

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

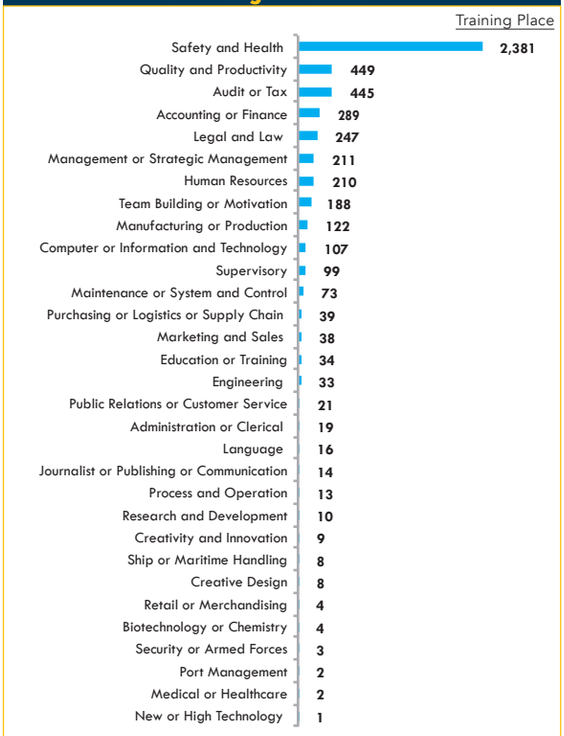


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

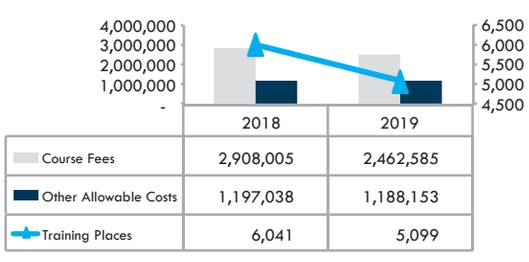


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM4,105,043
2019: RM3,650,737

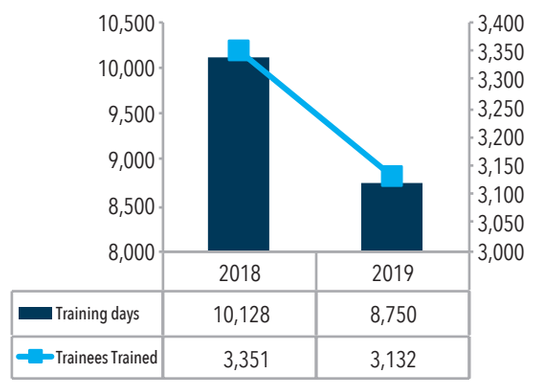
	2018	2019
Average Course Fee (RM)	481.38	482.95
Average Allowable Cost (RM)	198.15	233.02



67.5 % of financial assistance were for course fees and 32.5 % were for other allowable costs.

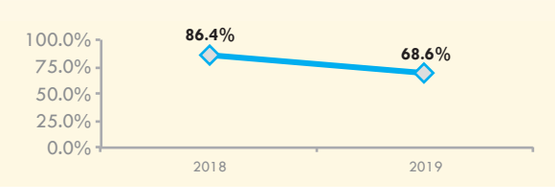
Effective Training Duration per Trainee

2018	3.0 days	2019	2.78 days



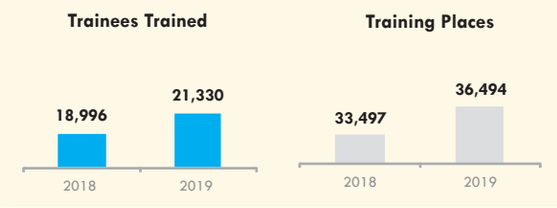
20 SUBSECTOR : NON-FERROUS METAL BASIS INDUSTRIES & FABRICATED METAL

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

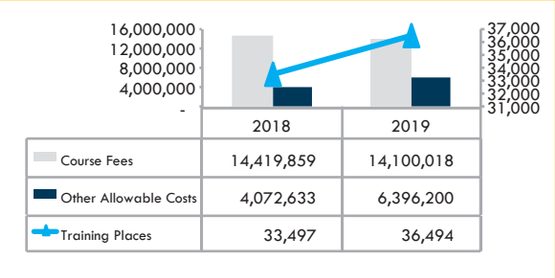


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM18,492,492
2019: RM20,496,218

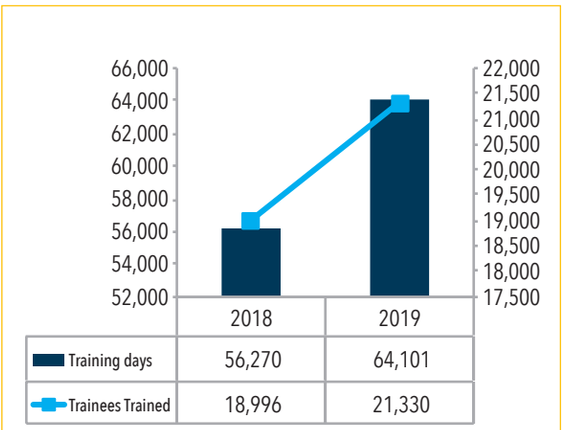
	2018	2019
Average Course Fee (RM)	430.48	386.37
Average Allowable Cost (RM)	121.58	175.27



68.8 % of financial assistance were for course fees and 31.2 % were for other allowable costs.

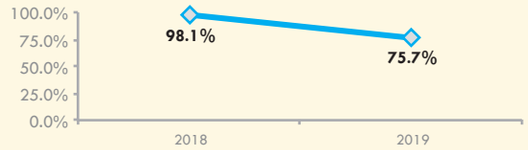
Effective Training Duration per Trainee

2018	3.0 days	2019	3.0 days



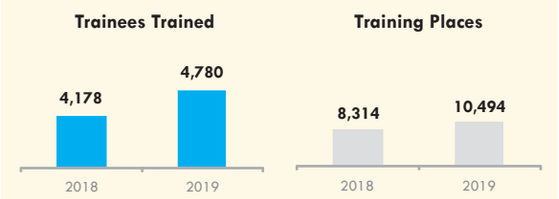
21 SUBSECTOR : PETROLEUM REFINERIES

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place	
Safety and Health	2,794
Engineering	1,865
Team Building or Motivation	579
Management or Strategic Management	526
Process and Operation	486
Supervisory	387
Education or Training	287
Quality and Productivity	246
Maintenance or System and Control	194
Journalist or Publishing or Communication	115
Computer or Information and Technology	111
Audit or Tax	102
Human Resources	94
Marketing and Sales	63
Manufacturing or Production	58
Accounting or Finance	56
Legal and Law	56
Food and Beverages	50
Biotechnology or Chemistry	49
Ship or Maritime Handling	44
Creativity and Innovation	35
Medical or Healthcare	32
Purchasing or Logistics or Supply Chain	24
Public Relations or Customer Service	24
Administration or Clerical	11
Creative Design	8
Actuarial or Statistics	7
Port Management	3
Research and Development	3
Security or Armed Forces	3
New or High Technology	1
Language	1

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

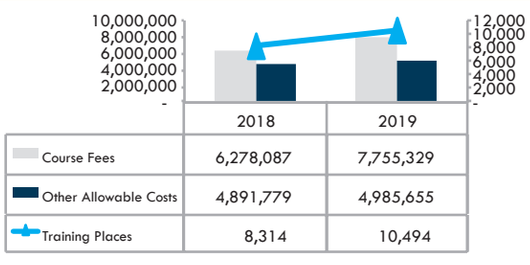
Training Place	
Safety and Health	3,344
Management or Strategic Management	1,463
Engineering	1,420
Process and Operation	858
Quality and Productivity	626
Education or Training	444
Legal and Law	269
Computer or Information and Technology	263
Team Building or Motivation	261
Maintenance or System and Control	252
Audit or Tax	170
Supervisory	167
Journalist or Publishing or Communication	145
Accounting or Finance	141
Manufacturing or Production	140
Purchasing or Logistics or Supply Chain	120
Public Relations or Customer Service	78
Human Resources	74
Biotechnology or Chemistry	57
Language	56
Marketing and Sales	43
Administration or Clerical	37
Security or Armed Forces	21
Food and Beverages	19
Creativity and Innovation	7
Ship or Maritime Handling	3
Research and Development	3
Medical or Healthcare	3
Actuarial or Statistics	3
Port Management	2
New or High Technology	2
Creative Design	2
Aviation	1

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM11,169,866
2019: RM12,740,984

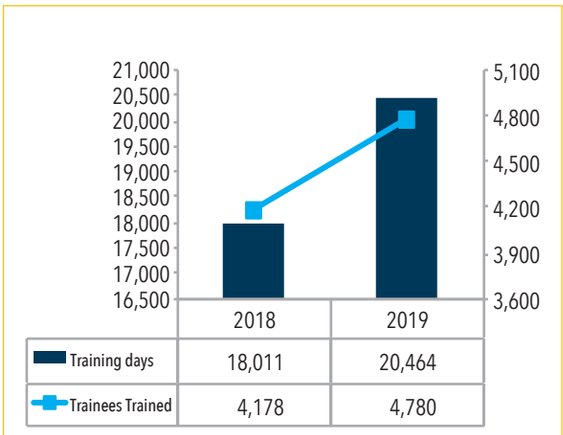
	2018	2019
Average Course Fee (RM)	755.12	739.03
Average Allowable Cost (RM)	588.38	475.10



60.9 % of financial assistance were for course fees and 39.1 % were for other allowable costs.

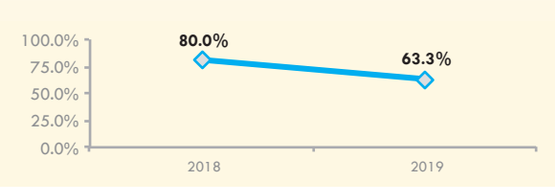
Effective Training Duration per Trainee

2018	4.3 days	2019	4.3 days



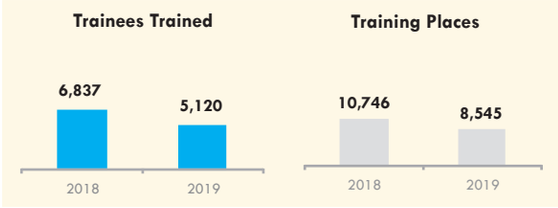
22 SUBSECTOR : PRINTING, PUBLISHING AND ALLIED INDUSTRIES

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

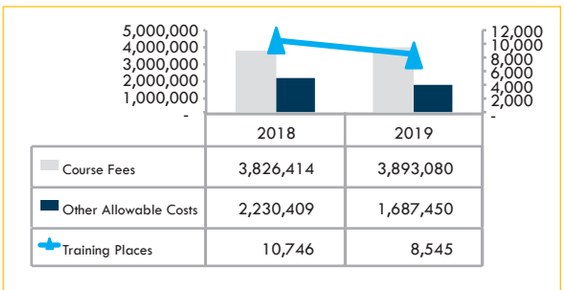


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM6,056,823
2019: RM5,580,529

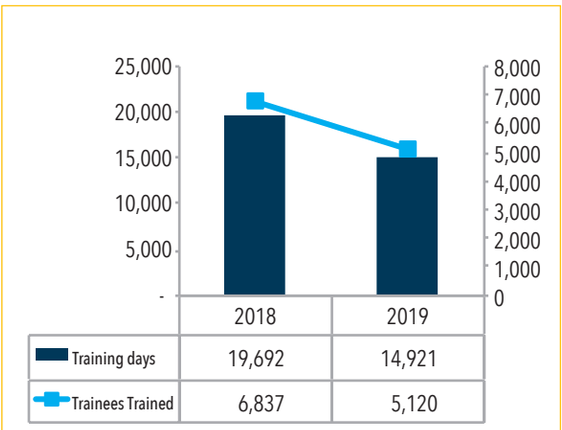
	2018	2019
Average Course Fee (RM)	356.08	455.60
Average Allowable Cost (RM)	207.56	197.48



69.8 % of financial assistance were for course fees and 30.2 % were for other allowable costs.

Effective Training Duration per Trainee

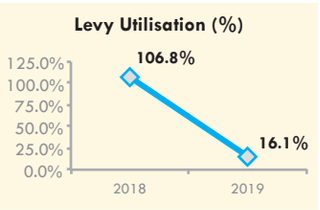
2018	2.9 days	2019	2.9 days



23 SUBSECTOR : TOBACCO MANUFACTURERS

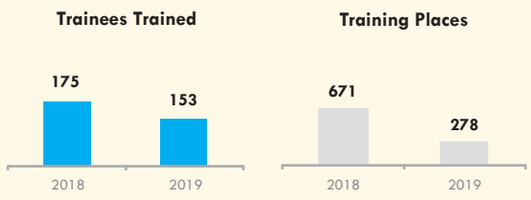
Levy Utilisation (%) for 2018 and 2019

The utilisation of HRD levy is more than 100% as the disbursement for training is more than the levy collected for the year. This is because HRDF allows financial assistance disbursement to the employers for the training completed in the current and previous year before/by 30th June every year.

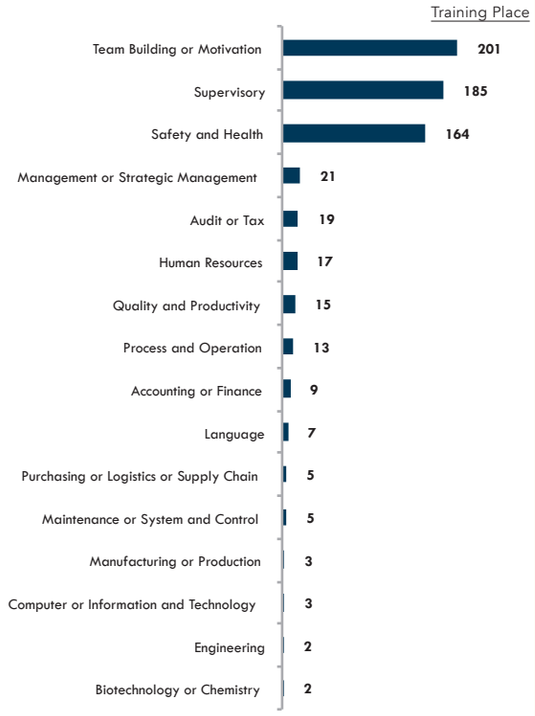


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

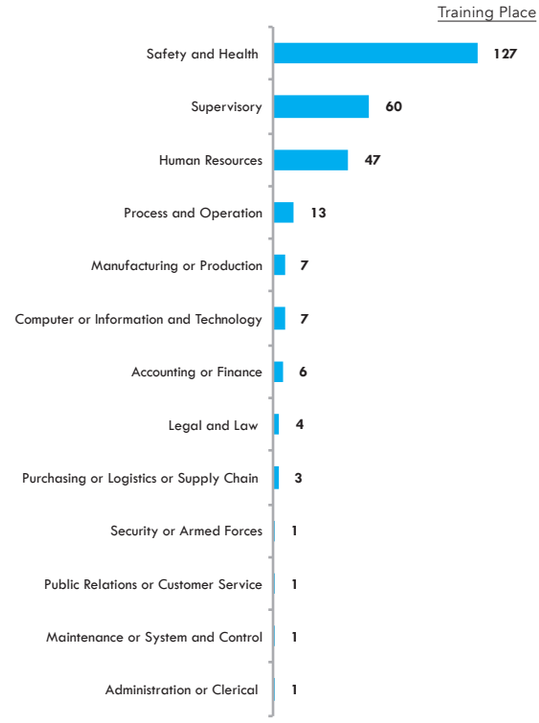


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

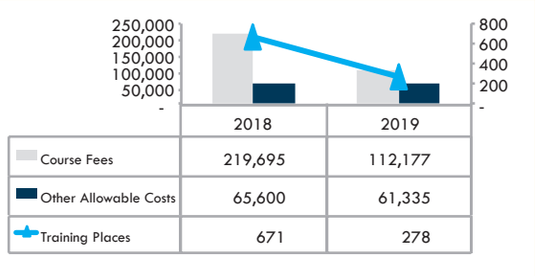


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM285,295
2019: RM173,512

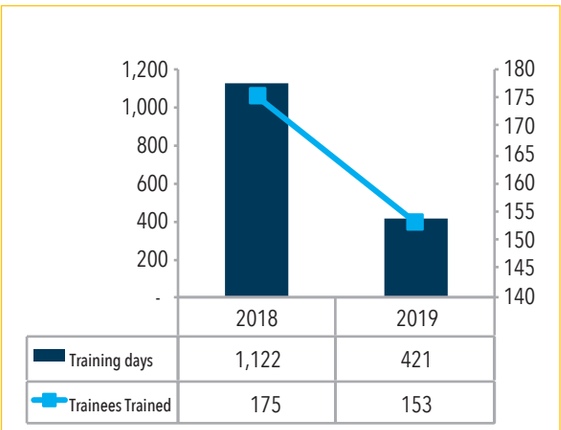
	2018	2019
Average Course Fee (RM)	327.41	403.51
Average Allowable Cost (RM)	97.77	220.63



64.7 % of financial assistance were for course fees and 35.3 % were for other allowable costs.

Effective Training Duration per Trainee

2018	6.4 days	2019	2.8 days



10.2 HRDF SUBSECTORS TRAINING PARTICIPATION ANALYSIS (2019)

SERVICE SECTOR

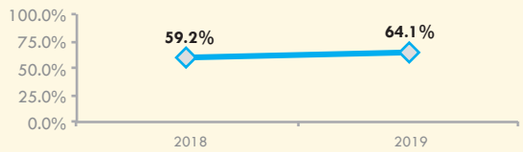


1. Advertising
2. Air Transport
3. Bonded Warehouse
4. Building and Landscape Services
5. Computer Industry
6. Direct Selling
7. Driving School
8. Early Childhood Education
9. Engineering Support and Maintenance
10. Event Management Services
11. Food and Beverage Services
12. Franchise
13. Freight Forwarder
14. Gas, Steam and Air-conditioning Supply
15. Health Support Services
16. Hotel Industry
17. Hypermarket/Supermarket/Departmental Store
18. Information Service
19. Land Transport
20. Port Services
21. Postal
22. Power (Energy)
23. Private Broadcasting Services
24. Private Hospital
25. Private Institution of Higher Learning
26. Production of Motion Picture, Video and Television Programme, Sound Recording and Music Publishing
27. Research and Development
28. Sale and Repair of Motor Vehicles
29. Security Firms
30. Sewerage
31. Shipping
32. Telecommunication
33. Training Provider
34. Travel Agency - Inbound
35. Travel Agency - Outbound
36. Veterinary Services
37. Waste Management and Material Recovery Services
38. Water Treatment and Supply

Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

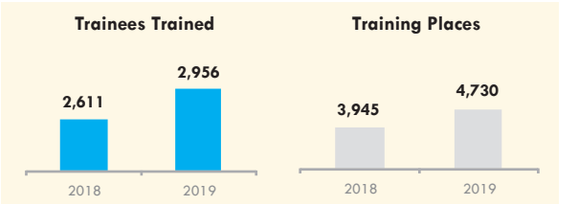
1 SUBSECTOR : ADVERTISING

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

	Training Place
Team Building or Motivation	770
Management or Strategic Management	702
Journalist or Publishing or Communication	528
Marketing and Sales	422
Creativity and Innovation	377
Retail or Merchandising	235
Computer or Information and Technology	145
Research and Development	108
Accounting or Finance	82
Quality and Productivity	81
Creative Design	76
Audit or Tax	72
Process and Operation	68
Public Relations or Customer Service	61
Human Resources	60
Language	45
Safety and Health	42
Maintenance or System and Control	22
Legal and Law	17
Administration or Clerical	15
Supervisory	7
Purchasing or Logistics or Supply Chain	3
Manufacturing or Production	3
Actuarial or Statistics	1
Hotel or Tourism	1
New or High Technology	1
Education or Training	1

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

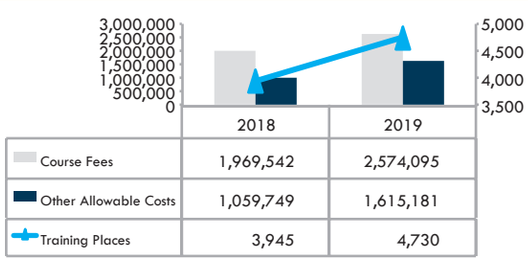
	Training Place
Team Building or Motivation	1,103
Marketing and Sales	941
Creativity and Innovation	436
Journalist or Publishing or Communication	364
Management or Strategic Management	303
Supervisory	218
Computer or Information and Technology	214
Retail or Merchandising	137
Process and Operation	119
Maintenance or System and Control	106
Safety and Health	99
Public Relations or Customer Service	88
Creative Design	88
Human Resources	82
Accounting or Finance	80
Quality and Productivity	79
Purchasing or Logistics or Supply Chain	73
Research and Development	69
Audit or Tax	50
Administration or Clerical	18
Education or Training	17
New or High Technology	14
Language	14
Actuarial or Statistics	10
Legal and Law	3
Hotel or Tourism	2
Engineering	2
Medical or Healthcare	1

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM3,029,291
2019: RM4,189,276

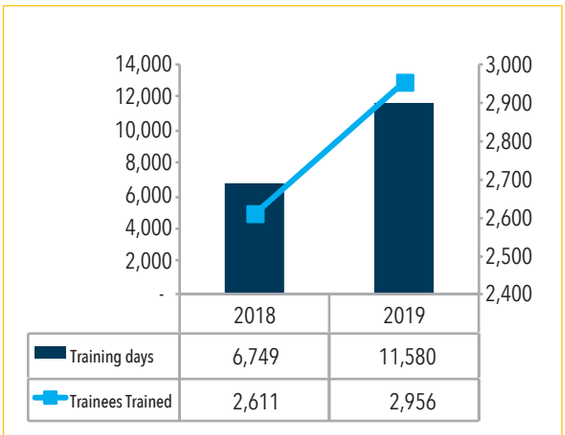
	2018	2019
Average Course Fee (RM)	499.25	544.21
Average Allowable Cost (RM)	268.63	341.48



61.4 % of financial assistance were for course fees and 38.6 % were for other allowable costs.

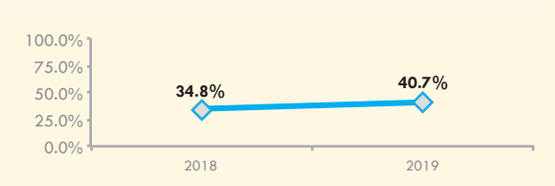
Effective Training Duration per Trainee

2018	2.6 days	2019	3.9 days



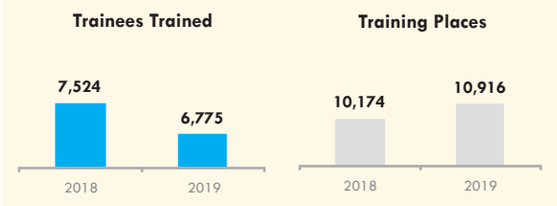
2 SUBSECTOR : AIR TRANSPORT

Levy Utilisation (%) for 2018 and 2019

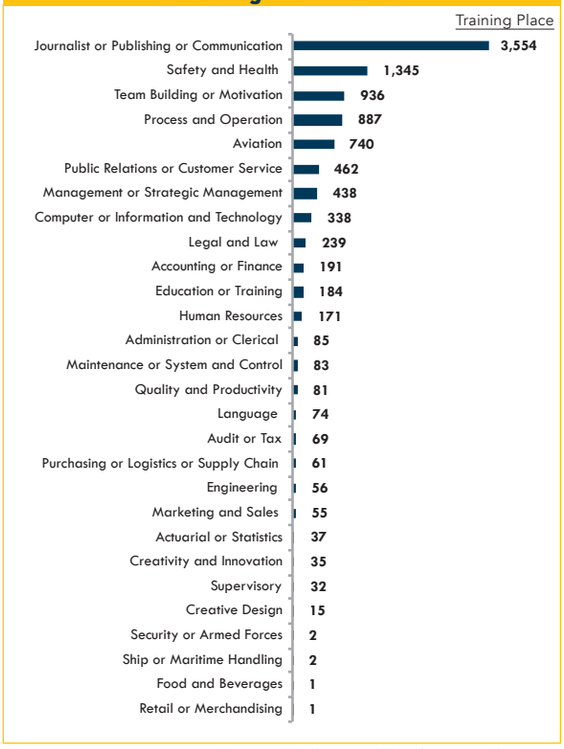


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

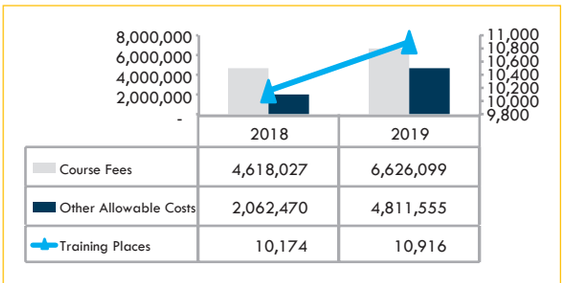


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM6,680,497
2019: RM11,437,653

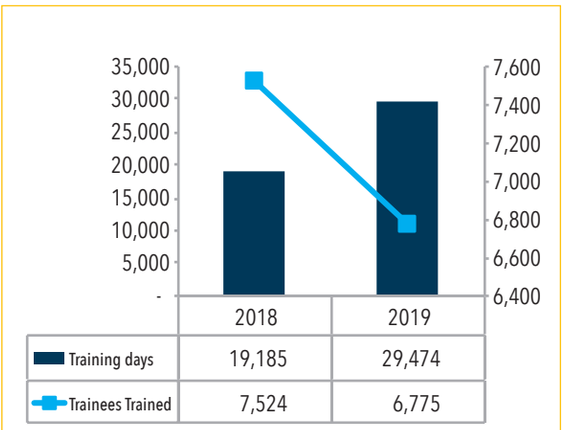
	2018	2019
Average Course Fee (RM)	453.90	607.01
Average Allowable Cost (RM)	202.72	440.78



57.9 % of financial assistance were for course fees and 42.1 % were for other allowable costs.

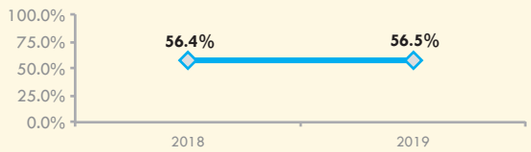
Effective Training Duration per Trainee

2018	2.5 days	2019	4.4 days



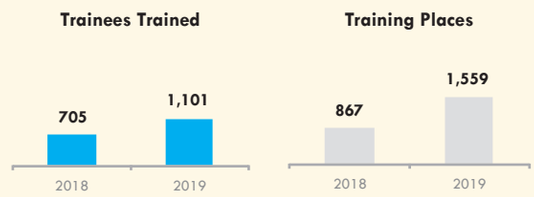
3 SUBSECTOR : BONDED WAREHOUSE

Levy Utilisation (%) for 2018 and 2019

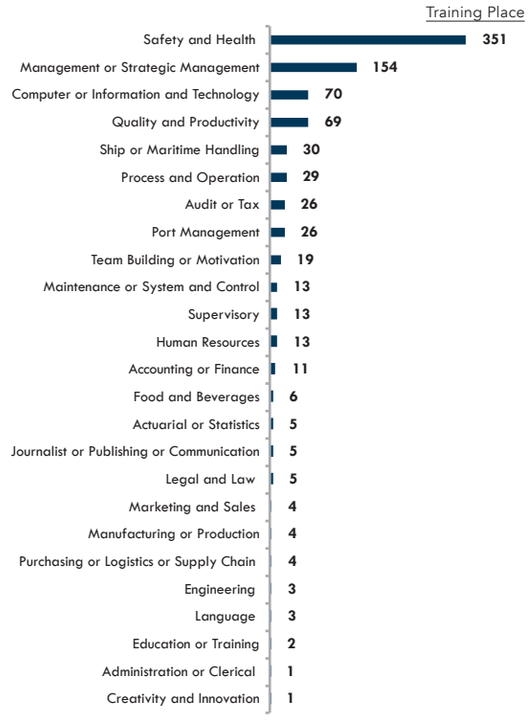


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

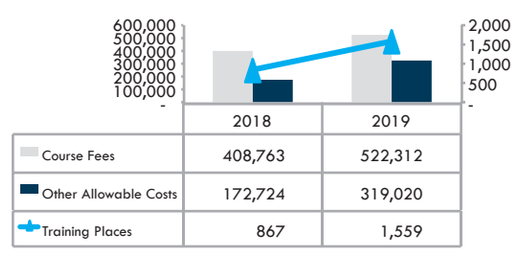


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM581,487
2019: RM841,331

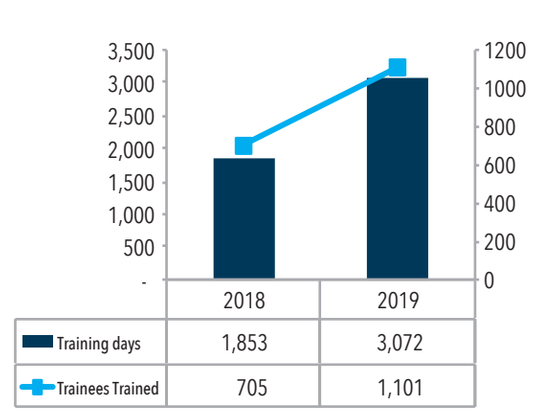
	2018	2019
Average Course Fee (RM)	471.47	335.03
Average Allowable Cost (RM)	199.22	204.63



62.1 % of financial assistance were for course fees and 37.9 % were for other allowable costs.

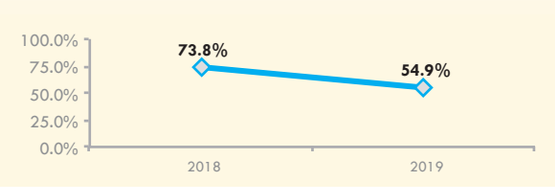
Effective Training Duration per Trainee

2018	2.6 days	2019	2.8 days



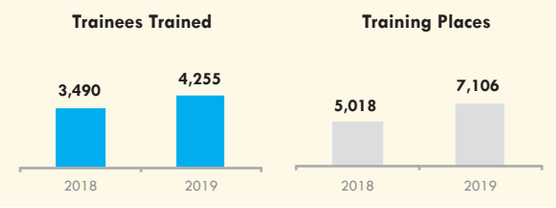
4 SUBSECTOR : BUILDING AND LANDSCAPE SERVICES

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

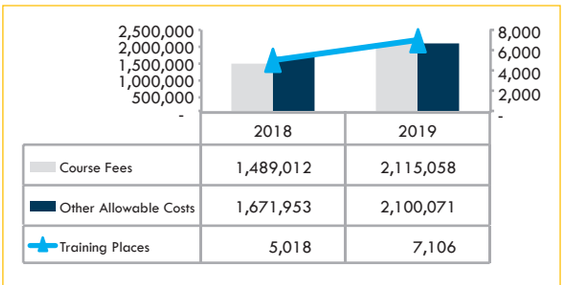


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM3,160,965
2019: RM4,215,129

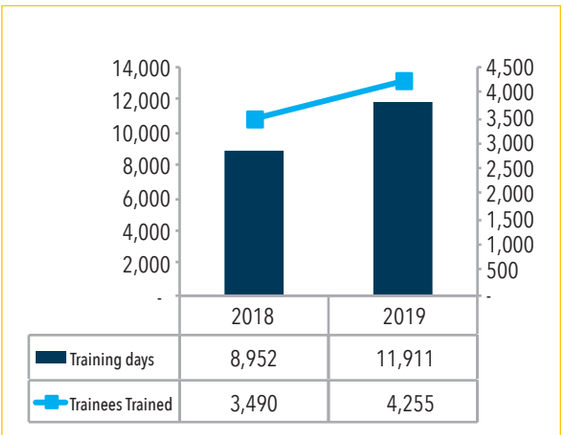
	2018	2019
Average Course Fee (RM)	296.73	297.64
Average Allowable Cost (RM)	333.19	295.53



50.2 % of financial assistance were for course fees and 49.8 % were for other allowable costs.

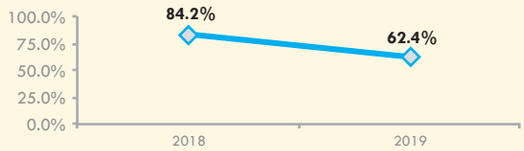
Effective Training Duration per Trainee

2018	2.6 days	2019	2.8 days



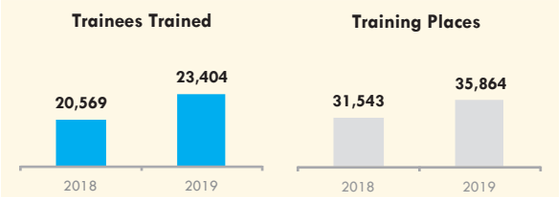
5 SUBSECTOR : COMPUTER INDUSTRY

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place

Team Building or Motivation	6,704
Computer or Information and Technology	6,537
Management or Strategic Management	3,833
Safety and Health	1,519
Journalist or Publishing or Communication	1,375
Human Resources	1,299
Audit or Tax	1,231
Public Relations or Customer Service	1,206
Accounting or Finance	1,198
Marketing and Sales	1,122
Quality and Productivity	889
Creativity and Innovation	844
Process and Operation	667
Education or Training	645
Language	466
Maintenance or System and Control	441
Supervisory	291
Legal and Law	261
Actuarial or Statistics	228
Engineering	199
Administration or Clerical	182
Research and Development	88
Medical or Healthcare	79
New or High Technology	77
Creative Design	49
Security or Armed Forces	38
Purchasing or Logistics or Supply Chain	29
Hotel or Tourism	17
Manufacturing or Production	13
Ship or Maritime Handling	5
Retail or Merchandising	5
Aviation	4
Port Management	2

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

Training Place

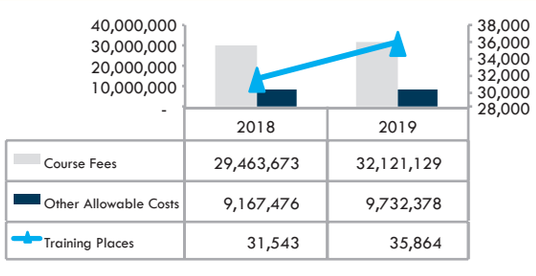
Computer or Information and Technology	8,478
Team Building or Motivation	7,837
Management or Strategic Management	4,956
Safety and Health	1,714
Journalist or Publishing or Communication	1,298
Quality and Productivity	1,234
Human Resources	1,217
Education or Training	1,147
Accounting or Finance	1,081
Supervisory	981
Public Relations or Customer Service	933
Process and Operation	801
Marketing and Sales	762
Audit or Tax	692
Creativity and Innovation	531
Engineering	432
Administration or Clerical	372
Language	365
Maintenance or System and Control	250
Legal and Law	202
Medical or Healthcare	97
Creative Design	95
Purchasing or Logistics or Supply Chain	80
Security or Armed Forces	74
Research and Development	71
New or High Technology	61
Manufacturing or Production	57
Hotel or Tourism	20
Actuarial or Statistics	16
Ship or Maritime Handling	5
Retail or Merchandising	4
Food and Beverages	1

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM38,631,149
2019: RM41,853,507

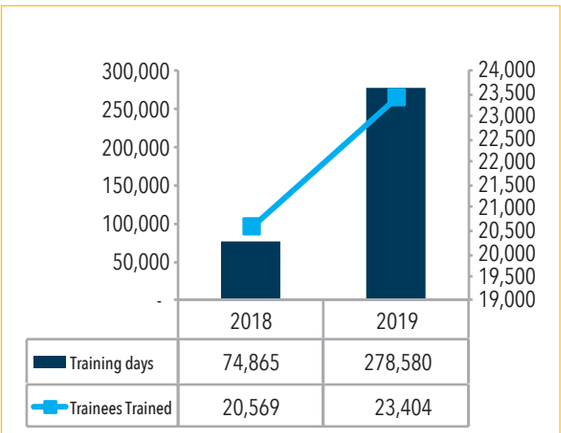
	2018	2019
Average Course Fee (RM)	934.08	895.64
Average Allowable Cost (RM)	290.63	271.37



76.7 % of financial assistance were for course fees and 23.3 % were for other allowable costs.

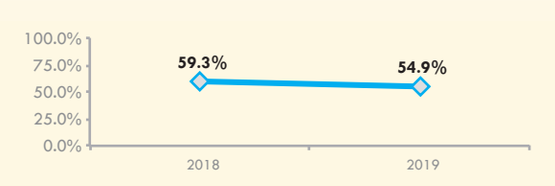
Effective Training Duration per Trainee

2018	3.6 days	2019	11.9 days



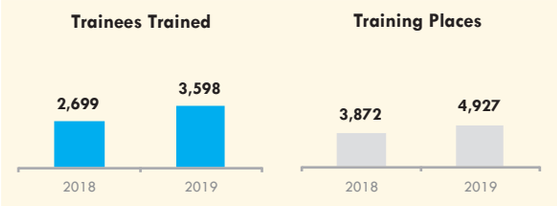
6 SUBSECTOR : DIRECT SELLING

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

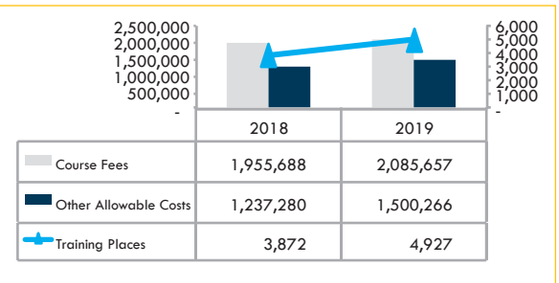


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM3,192,968
2019: RM3,585,923

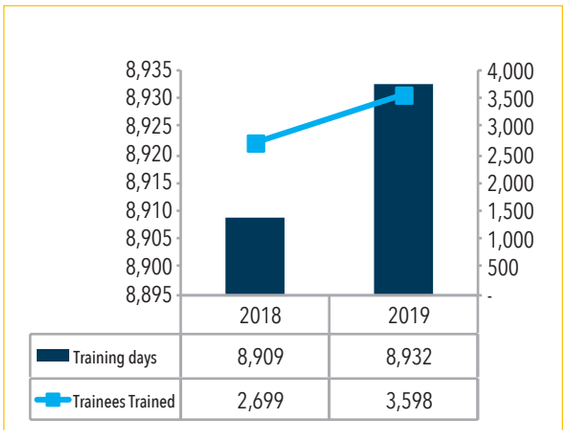
	2018	2019
Average Course Fee (RM)	505.08	423.31
Average Allowable Cost (RM)	319.55	304.50



58.2 % of financial assistance were for course fees and 41.8 % were for other allowable costs.

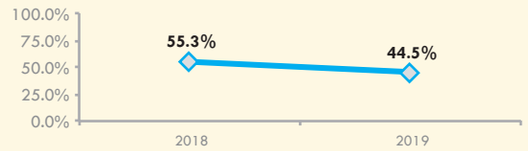
Effective Training Duration per Trainee

2018	3.3 days	2019	2.5 days



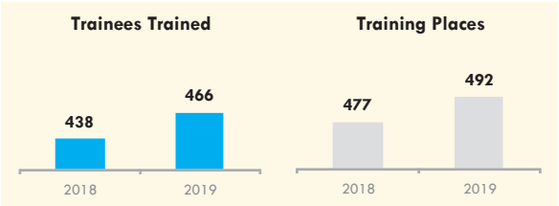
7 SUBSECTOR : DRIVING SCHOOL

Levy Utilisation (%) for 2018 and 2019

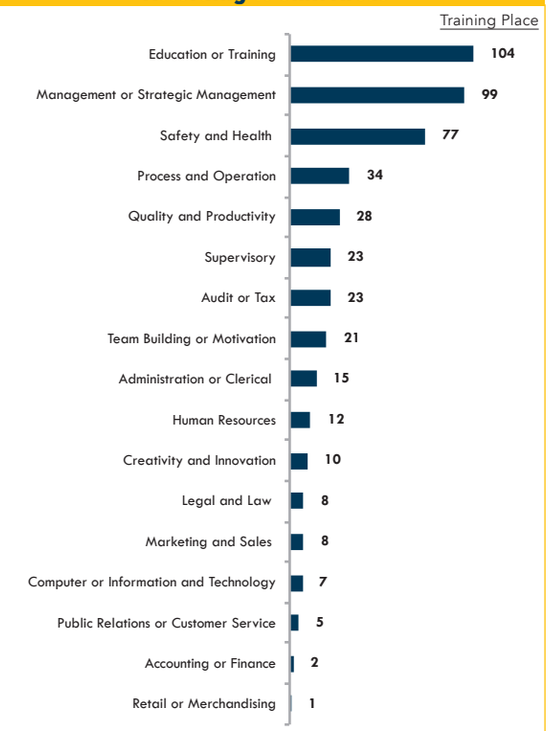


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

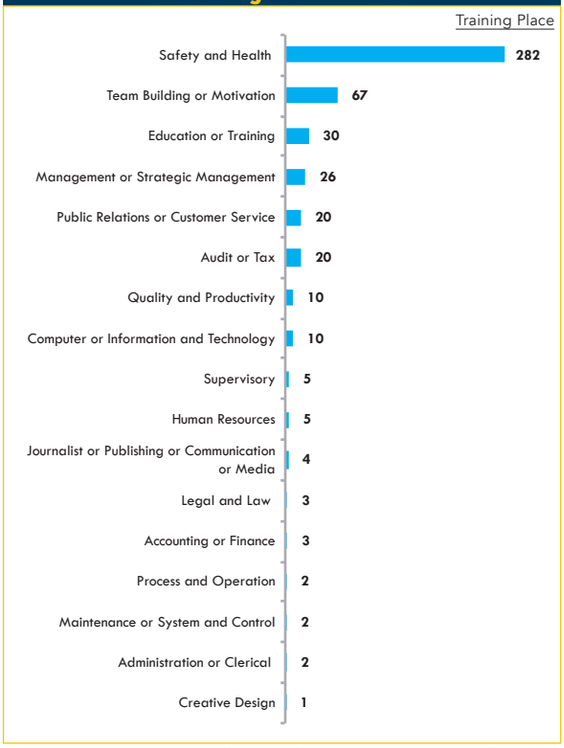


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

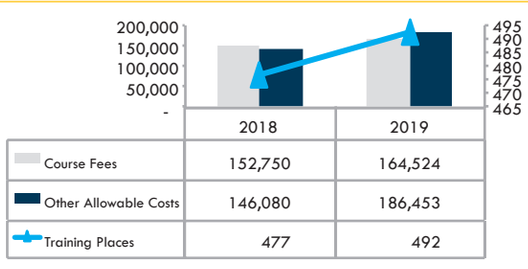


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM298,830
2019: RM350,978

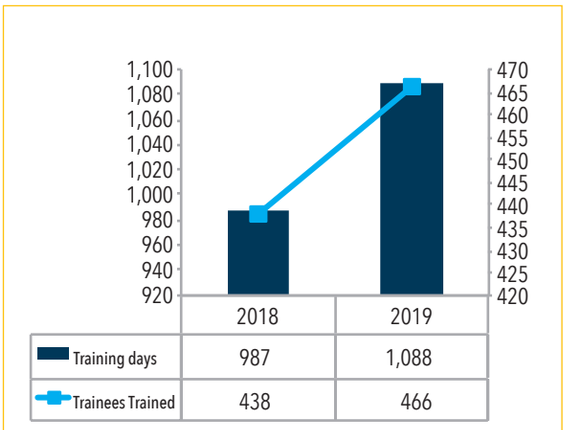
	2018	2019
Average Course Fee (RM)	320.23	334.40
Average Allowable Cost (RM)	306.25	378.97



46.9 % of financial assistance were for course fees and 53.1 % were for other allowable costs.

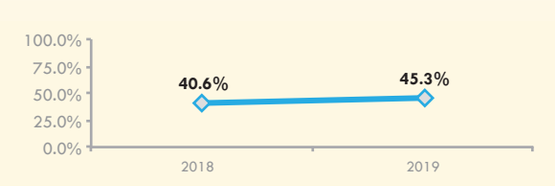
Effective Training Duration per Trainee

2018	2.3 days	2019	2.3 days



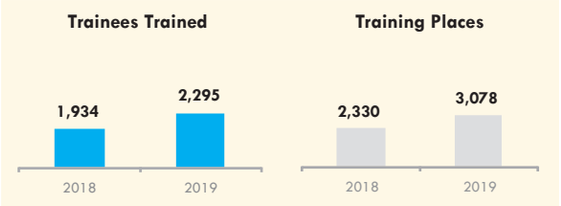
8 SUBSECTOR : EARLY CHILDHOOD EDUCATION

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

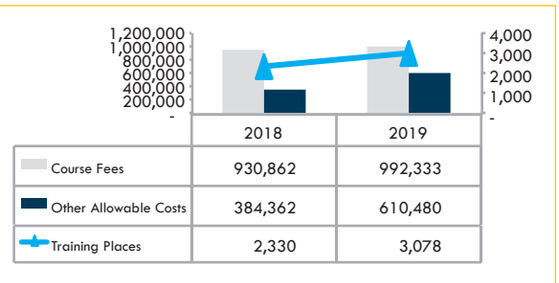


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM1,315,224
2019: RM1,602,813

	2018	2019
Average Course Fee (RM)	399.51	322.40
Average Allowable Cost (RM)	164.96	198.34

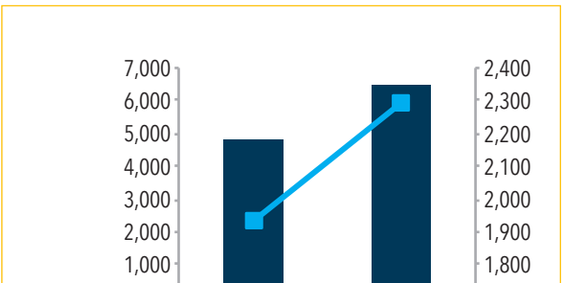


	2018	2019
Course Fees	930,862	992,333
Other Allowable Costs	384,362	610,480
Training Places	2,330	3,078

61.9 % of financial assistance were for course fees and 38.1 % were for other allowable costs.

Effective Training Duration per Trainee

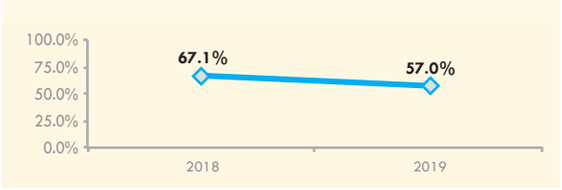
2018	2.5 days	2019	2.8 days



	2018	2019
Training days	4,806	6,477
Trainees Trained	1,934	2,295

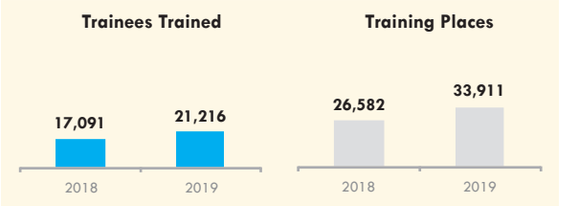
9 SUBSECTOR : ENGINEERING SUPPORT & MAINTENANCE

Levy Utilisation (%) for 2018 and 2019

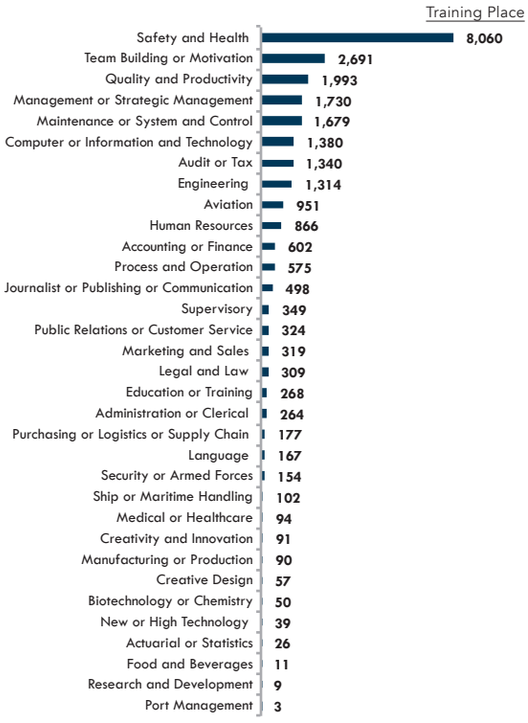


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

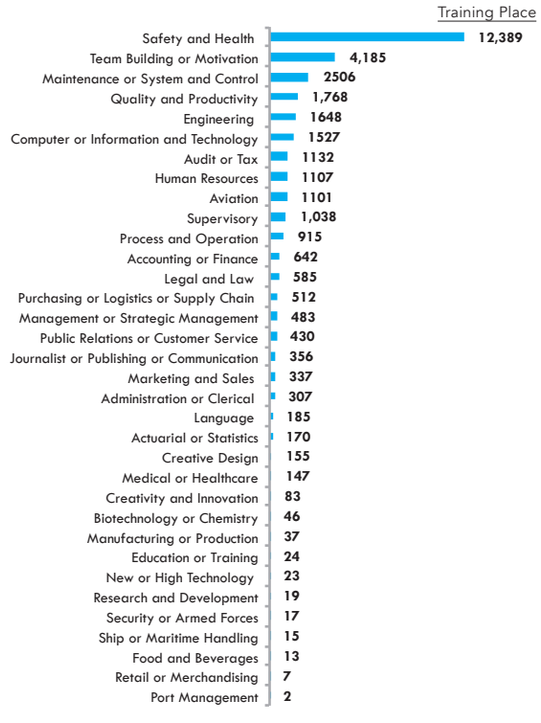


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

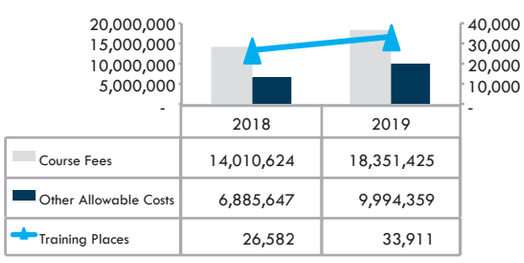


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM20,896,271
2019: RM28,345,784

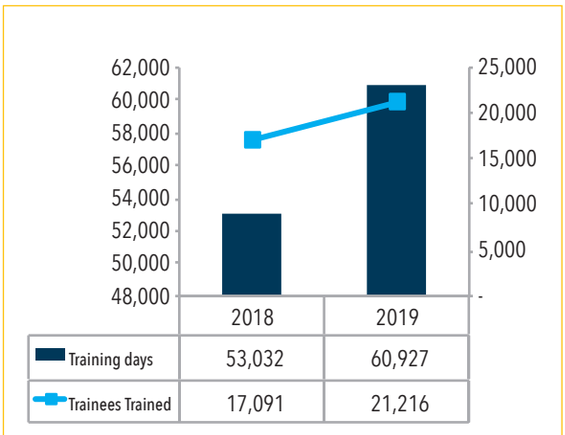
	2018	2019
Average Course Fee (RM)	527.07	541.16
Average Allowable Cost (RM)	259.03	294.72



64.7 % of financial assistance were for course fees and 35.3 % were for other allowable costs.

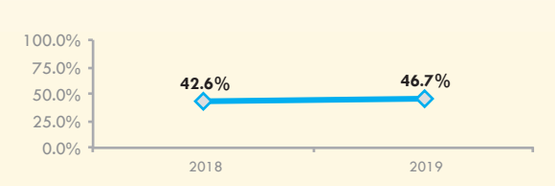
Effective Training Duration per Trainee

2018	3.1 days	2019	2.9 days



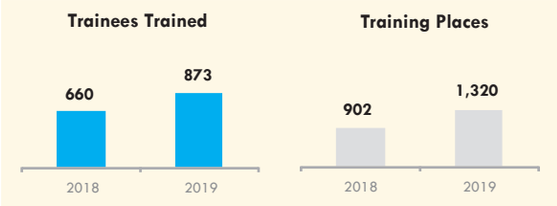
10 SUBSECTOR : EVENT MANAGEMENT SERVICES

Levy Utilisation (%) for 2018 and 2019

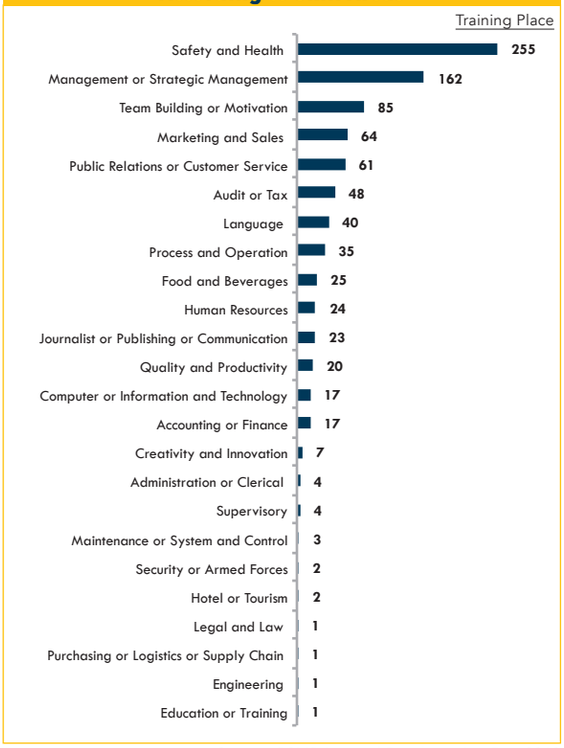


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

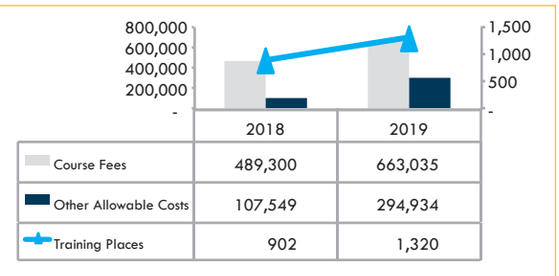


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM596,849
2019: RM957,969

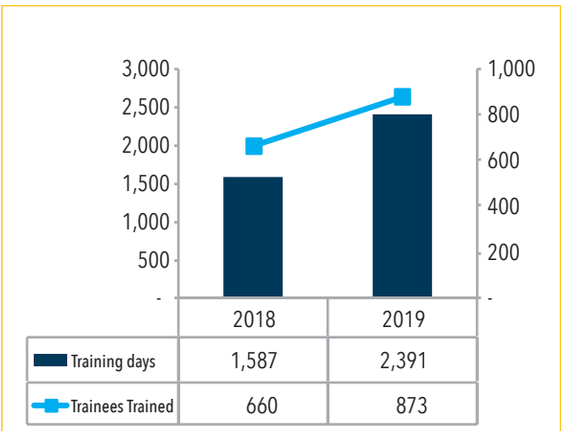
	2018	2019
Average Course Fee (RM)	542.46	502.30
Average Allowable Cost (RM)	119.23	223.43



69.2 % of financial assistance were for course fees and 30.8 % were for other allowable costs.

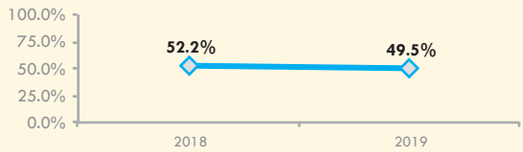
Effective Training Duration per Trainee

2018	2.4 days	2019	2.7 days



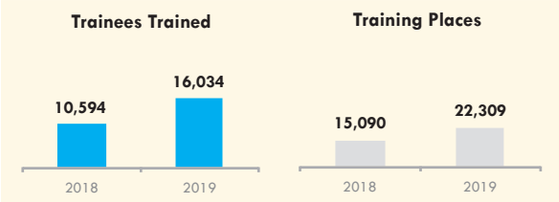
11 SUBSECTOR : FOOD AND BEVERAGE SERVICES

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

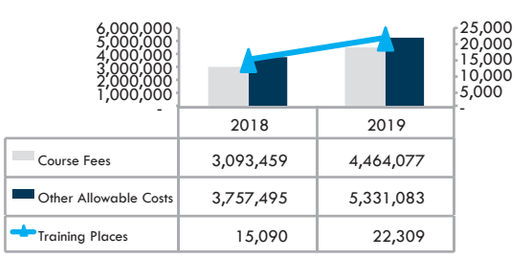


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM6,850,954
2019: RM9,795,159

	2018	2019
Average Course Fee (RM)	205.00	200.10
Average Allowable Cost (RM)	249.01	238.97

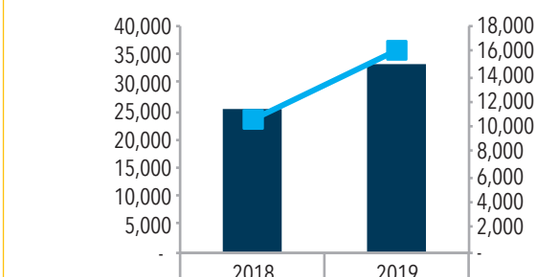


	2018	2019
Course Fees	3,093,459	4,464,077
Other Allowable Costs	3,757,495	5,331,083
Training Places	15,090	22,309

45.6 % of financial assistance were for course fees and 54.4 % were for other allowable costs.

Effective Training Duration per Trainee

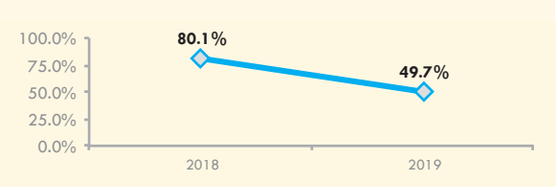
2018	2.4 days	2019	2.1 days



	2018	2019
Training days	25,271	33,511
Trainees Trained	10,594	16,034

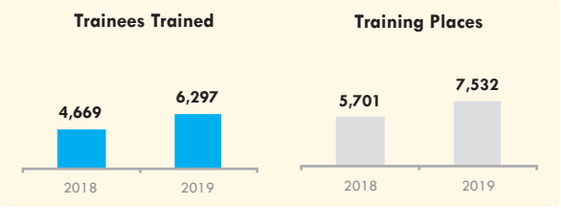
12 SUBSECTOR : FRANCHISE

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

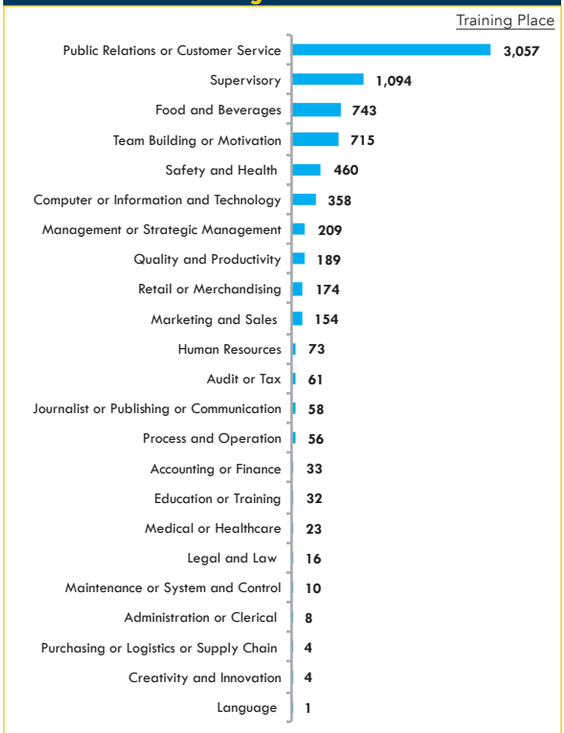


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

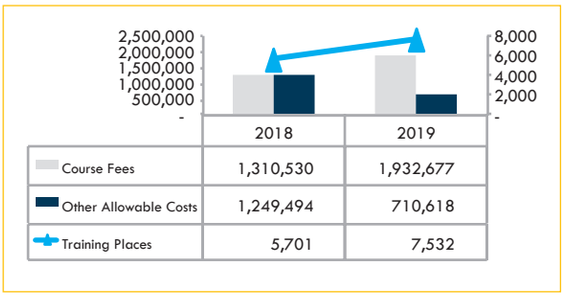


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM2,560,024
2019: RM2,643,296

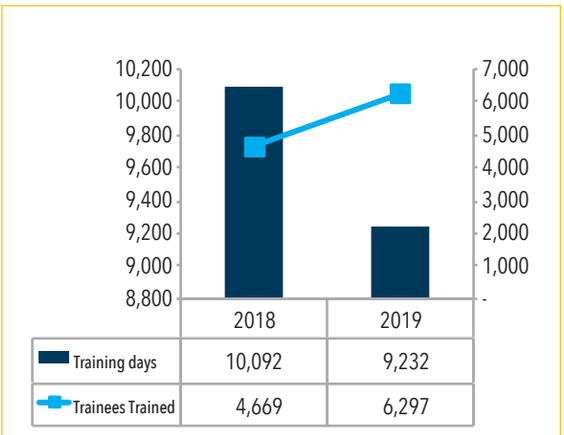
	2018	2019
Average Course Fee (RM)	229.88	256.60
Average Allowable Cost (RM)	219.17	94.35



73.1 % of financial assistance were for course fees and 26.9 % were for other allowable costs.

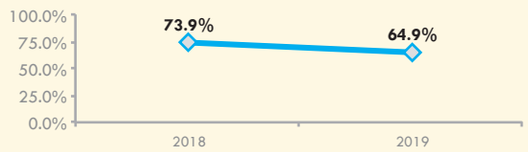
Effective Training Duration per Trainee

2018	2.2 days	2019	1.5 days



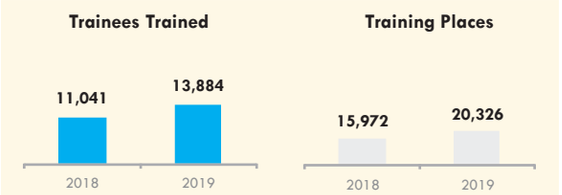
13 SUBSECTOR : FREIGHT FORWARDER

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

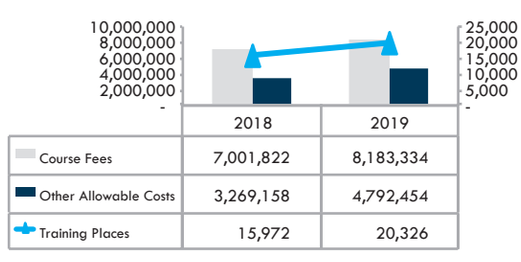


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM10,270,980
2019: RM12,975,789

	2018	2019
Average Course Fee (RM)	438.38	402.60
Average Allowable Cost (RM)	204.68	235.78

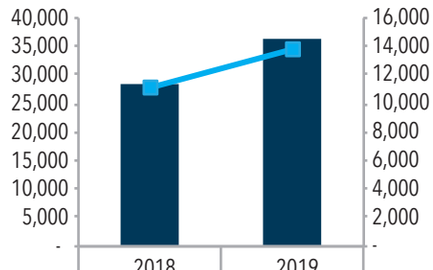


	2018	2019
Course Fees	7,001,822	8,183,334
Other Allowable Costs	3,269,158	4,792,454
Training Places	15,972	20,326

63.1 % of financial assistance were for course fees and 36.9 % were for other allowable costs.

Effective Training Duration per Trainee

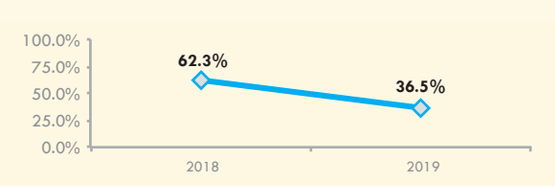
2018	2.6 days	2019	2.6 days



	2018	2019
Training days	28,303	36,377
Trainees Trained	11,041	13,884

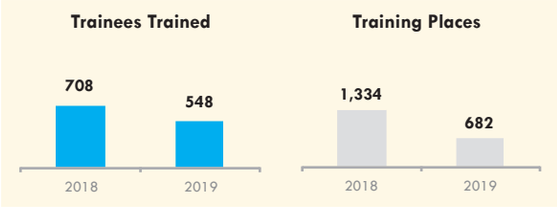
14 SUBSECTOR : GAS, STEAM AND AIR-CONDITIONING SUPPLY

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

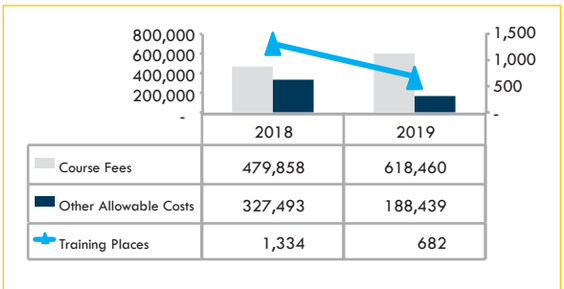


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM807,351
2019: RM806,900

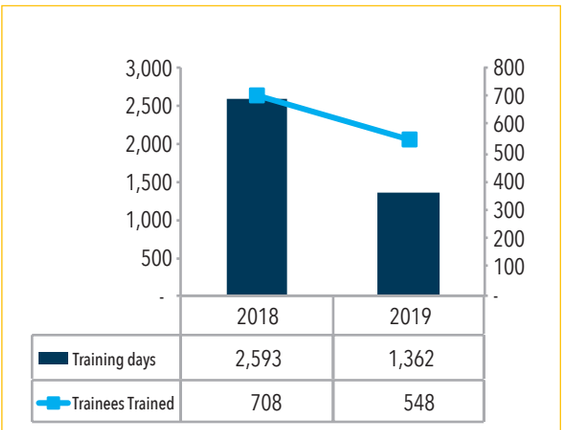
	2018	2019
Average Course Fee (RM)	359.71	906.83
Average Allowable Cost (RM)	245.50	276.30



76.6 % of financial assistance were for course fees and 23.4 % were for other allowable costs.

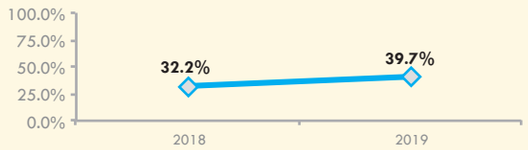
Effective Training Duration per Trainee

2018	3.7 days	2019	2.5 days



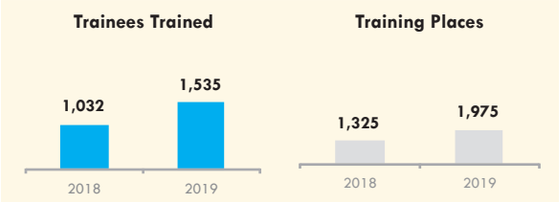
15 SUBSECTOR : HEALTH SUPPORT SERVICES

Levy Utilisation (%) for 2018 and 2019

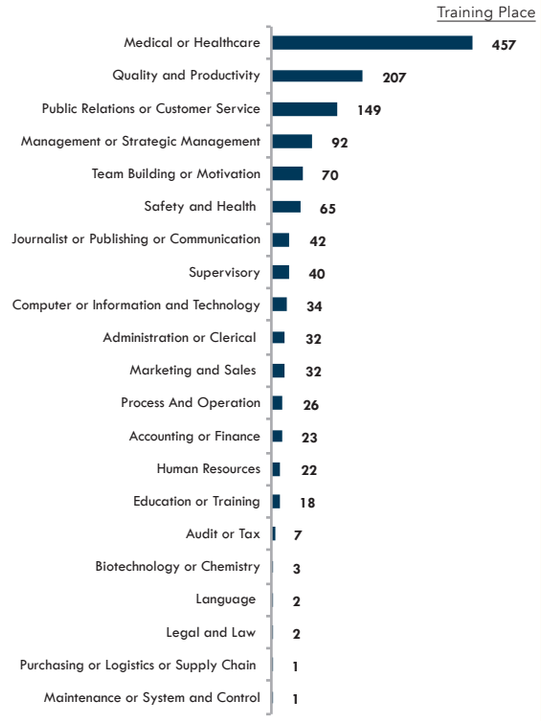


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

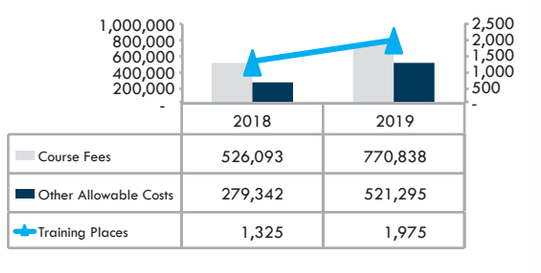


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM805,435
2019: RM1,292,133

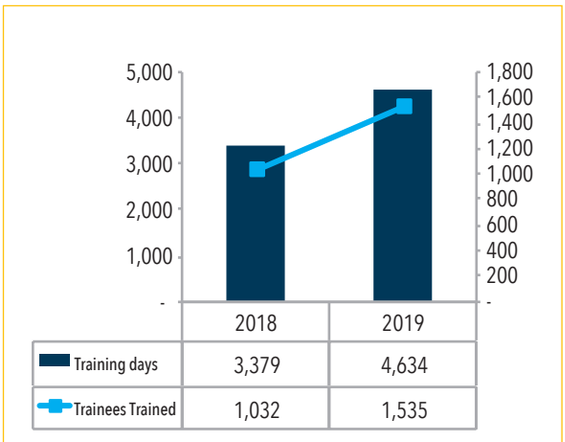
	2018	2019
Average Course Fee (RM)	397.05	390.30
Average Allowable Cost (RM)	210.82	263.95



59.7 % of financial assistance were for course fees and 40.3 % were for other allowable costs.

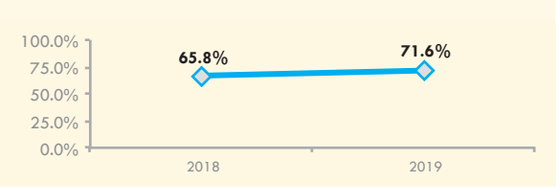
Effective Training Duration per Trainee

2018	3.3 days	2019	3.0 days



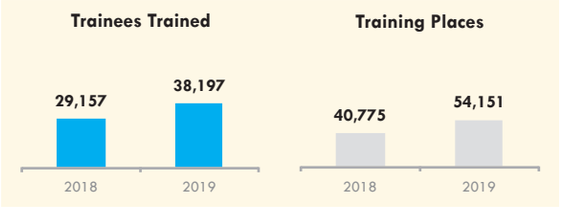
16 SUBSECTOR : HOTEL INDUSTRY

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place

Safety and Health	10,474
Management or Strategic Management	5,143
Hotel or Tourism	3,998
Team Building or Motivation	3,933
Food and Beverages	3,795
Public Relations or Customer Service	2,812
Human Resources	1,518
Supervisory	1,139
Marketing and Sales	1,132
Quality and Productivity	965
Education or Training	772
Audit or Tax	714
Language	652
Journalist or Publishing or Communication	619
Computer or Information and Technology	573
Accounting or Finance	515
Security or Armed Forces	501
Process and Operation	349
Medical or Healthcare	246
Maintenance or System and Control	233
Legal and Law	199
Administration or Clerical	175
Engineering	92
Creativity and Innovation	74
Manufacturing or Production	51
Retail or Merchandising	34
Purchasing or Logistics or Supply Chain	24
Aviation	20
Research and Development	7
New or High Technology	6
Creative Design	5
Ship or Maritime Handling	3
Actuarial or Statistics	2

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

Training Place

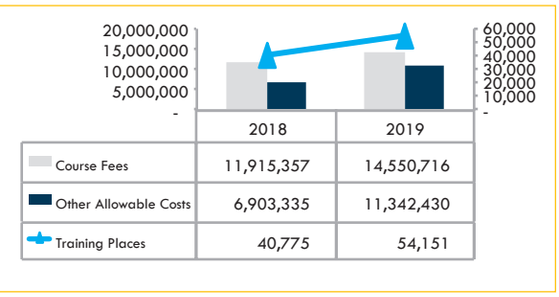
Safety and Health	11,529
Food and Beverages	6,922
Process and Operation	5,328
Public Relations or Customer Service	5,258
Team Building or Motivation	4,500
Hotel or Tourism	3,751
Management or Strategic Management	2,646
Quality and Productivity	2,182
Supervisory	2,176
Journalist or Publishing or Communication	1,597
Human Resources	1,520
Computer or Information and Technology	1,251
Marketing and Sales	1,202
Audit or Tax	790
Education or Training	665
Security or Armed Forces	613
Accounting or Finance	541
Legal and Law	392
Language	353
Medical or Healthcare	298
Maintenance or System and Control	195
Engineering	113
Purchasing or Logistics or Supply Chain	92
Administration or Clerical	79
Creativity and Innovation	69
Retail or Merchandising	29
Creative Design	28
Actuarial or Statistics	20
Ship or Maritime Handling	12

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM18,818,692
2019: RM25,893,146

	2018	2019
Average Course Fee (RM)	292.22	268.71
Average Allowable Cost (RM)	169.30	209.46

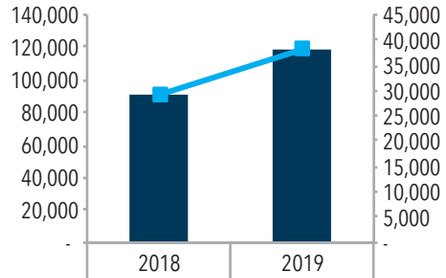


	2018	2019
Course Fees	11,915,357	14,550,716
Other Allowable Costs	6,903,335	11,342,430
Training Places	40,775	54,151

56.2 % of financial assistance were for course fees and 43.8 % were for other allowable costs.

Effective Training Duration per Trainee

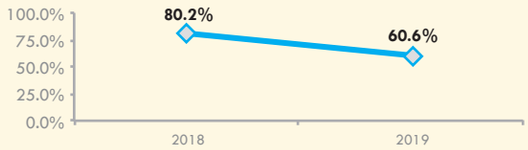
2018	3.1 days	2019	3.1 days



	2018	2019
Training days	90,438	119,110
Trainees Trained	29,157	38,197

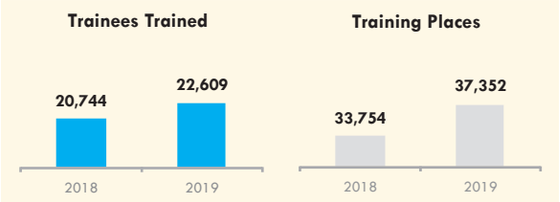
17 SUBSECTOR : HYPERMARKET/ SUPERMARKET/ DEPARTMENTAL STORE

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

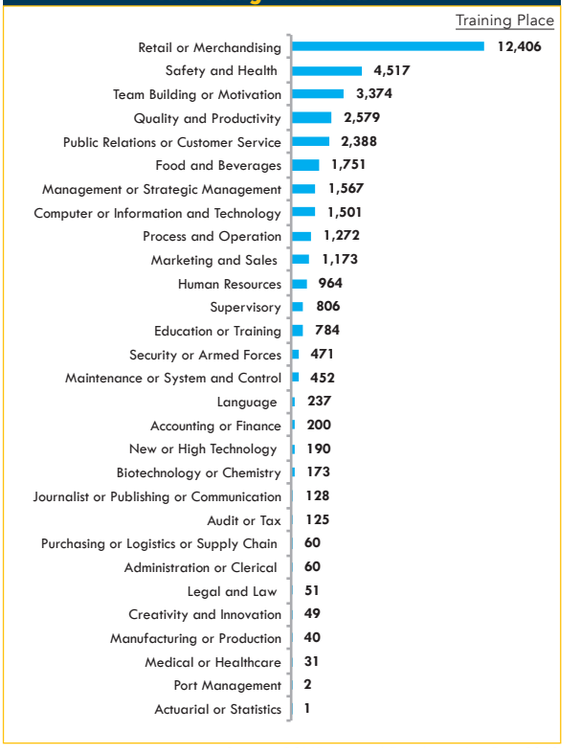


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

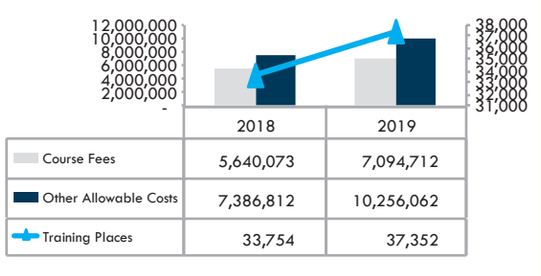


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM13,026,885
2019: RM17,350,774

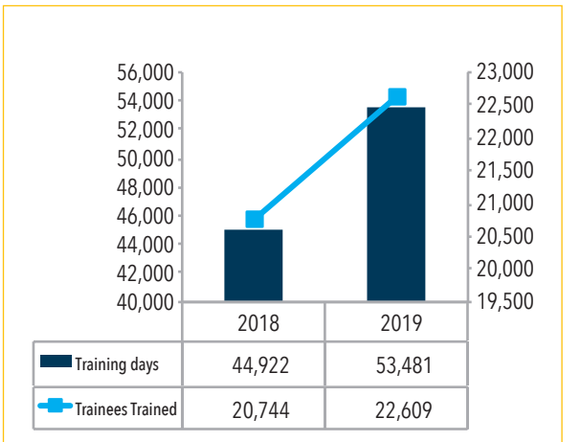
	2018	2019
Average Course Fee (RM)	167.09	189.94
Average Allowable Cost (RM)	218.84	274.58



40.9 % of financial assistance were for course fees and 59.1 % were for other allowable costs.

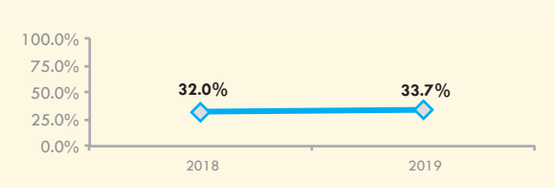
Effective Training Duration per Trainee

2018	2.2 days	2019	2.4 days



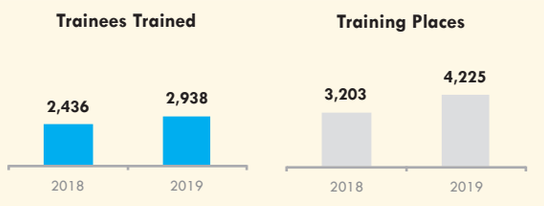
18 SUBSECTOR : INFORMATION SERVICE

Levy Utilisation (%) for 2018 and 2019

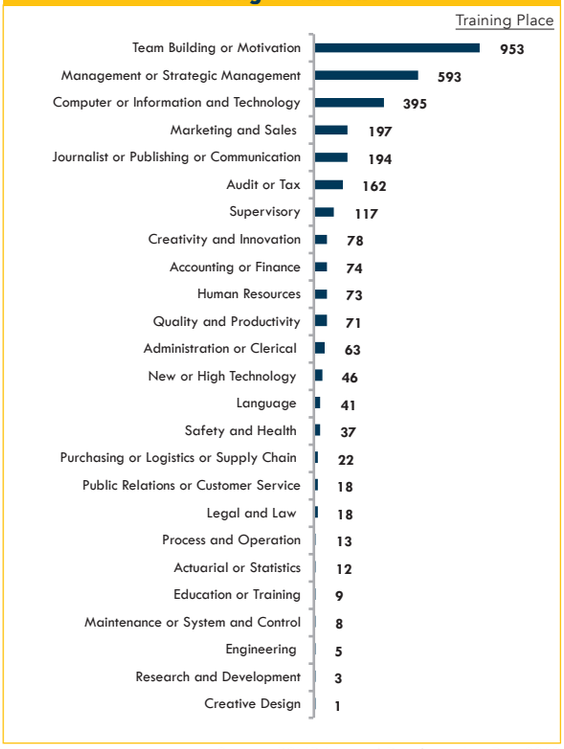


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

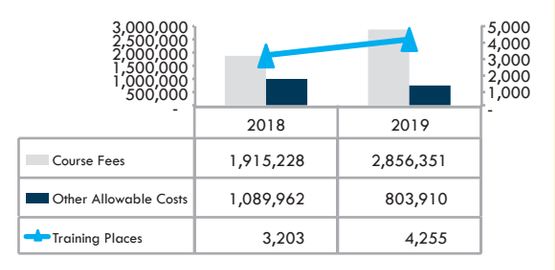


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM3,005,190
2019: RM3,660,261

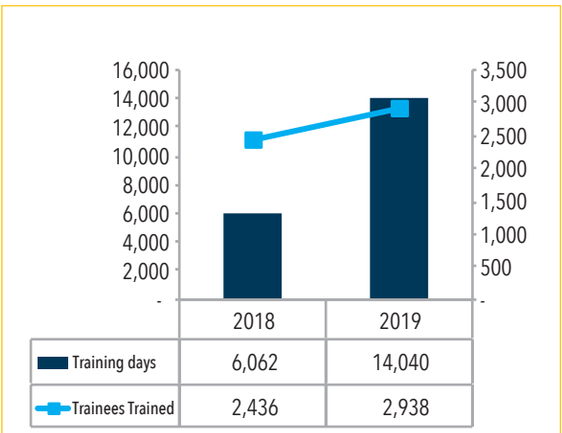
	2018	2019
Average Course Fee (RM)	597.95	671.29
Average Allowable Cost (RM)	340.29	188.93



78.0 % of financial assistance were for course fees and 22.0 % were for other allowable costs.

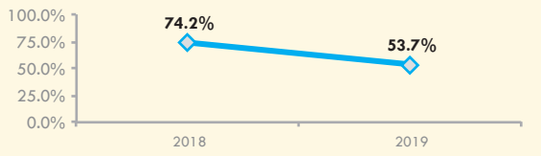
Effective Training Duration per Trainee

2018	2.5 days	2019	4.8 days



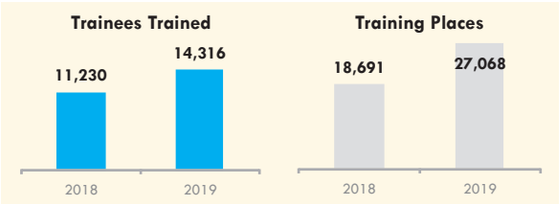
19 SUBSECTOR : LAND TRANSPORT

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

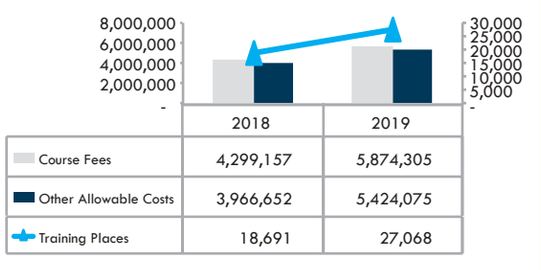


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM8,265,809
2019: RM11,298,380

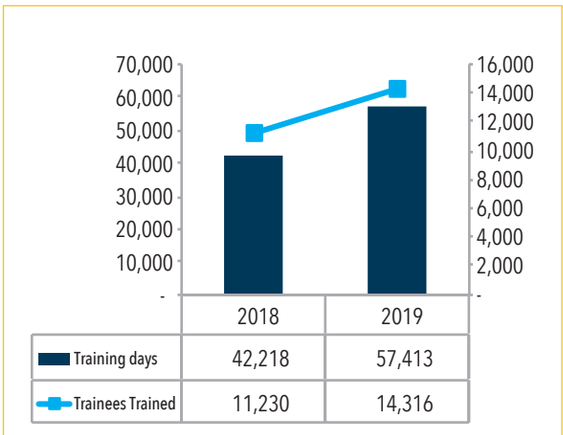
	2018	2019
Average Course Fee (RM)	230.01	217.02
Average Allowable Cost (RM)	212.22	200.39



52.0 % of financial assistance were for course fees and 48.0 % were for other allowable costs.

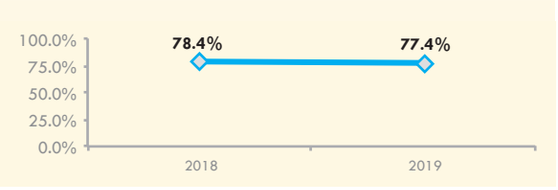
Effective Training Duration per Trainee

2018	3.8 days	2019	4.0 days



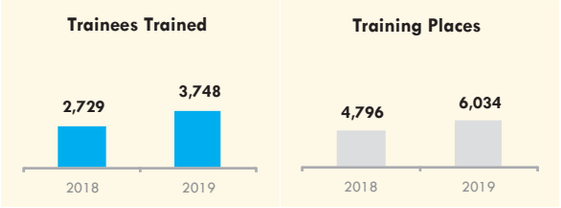
20 SUBSECTOR : PORT SERVICES

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

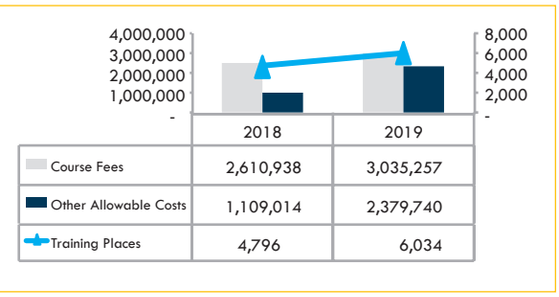


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM3,719,952
2019: RM5,414,996

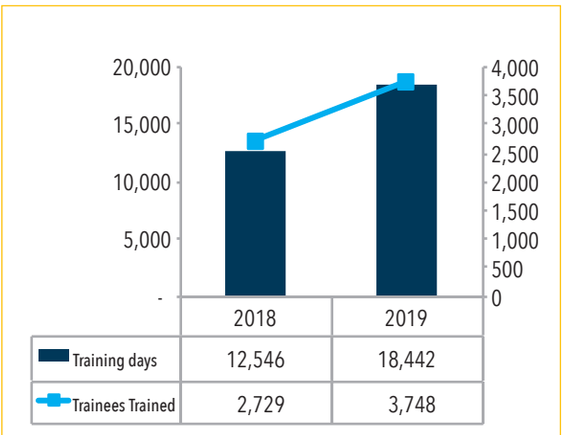
	2018	2019
Average Course Fee (RM)	544.40	503.03
Average Allowable Cost (RM)	231.24	394.39



56.1 % of financial assistance were for course fees and 43.9 % were for other allowable costs.

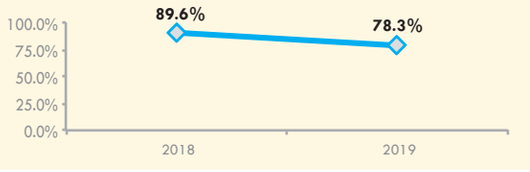
Effective Training Duration per Trainee

2018	4.6 days	2019	4.9 days



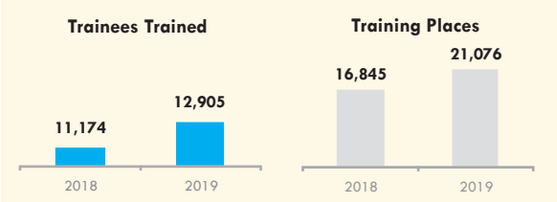
21 SUBSECTOR : POSTAL

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

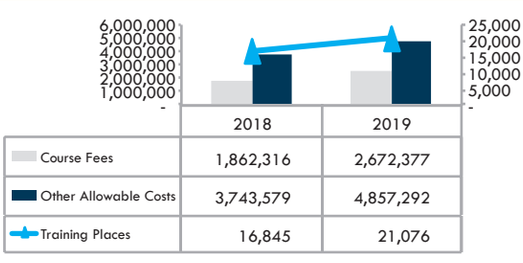


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM5,605,895
2019: RM7,529,669

	2018	2019
Average Course Fee (RM)	110.56	126.80
Average Allowable Cost (RM)	222.24	230.47

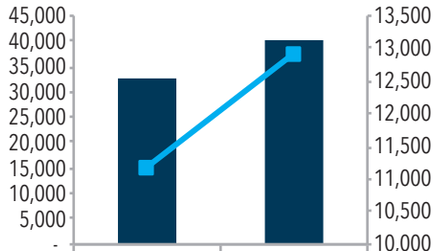


	2018	2019
Course Fees	1,862,316	2,672,377
Other Allowable Costs	3,743,579	4,857,292
Training Places	16,845	21,076

35.5 % of financial assistance were for course fees and 64.5 % were for other allowable costs.

Effective Training Duration per Trainee

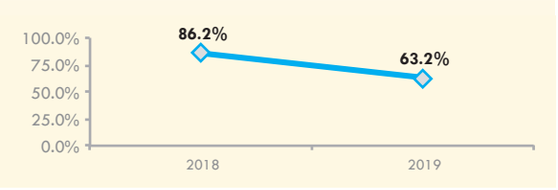
2018	3.0 days	2019	3.1 days



	2018	2019
Training days	32,996	40,104
Trainees Trained	11,174	12,905

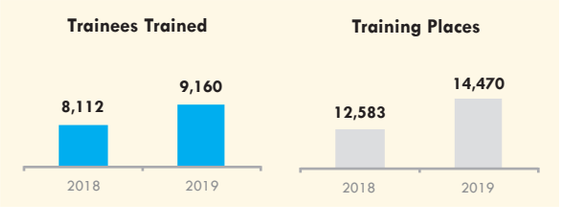
22 SUBSECTOR : POWER (ENERGY)

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

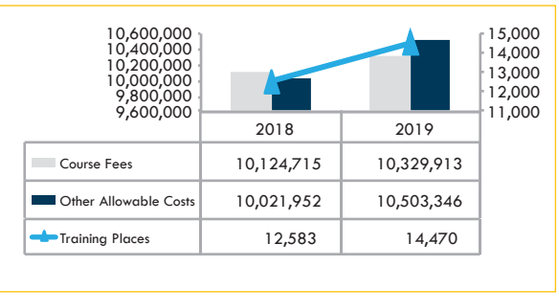


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM20,146,667
2019: RM20,833,259

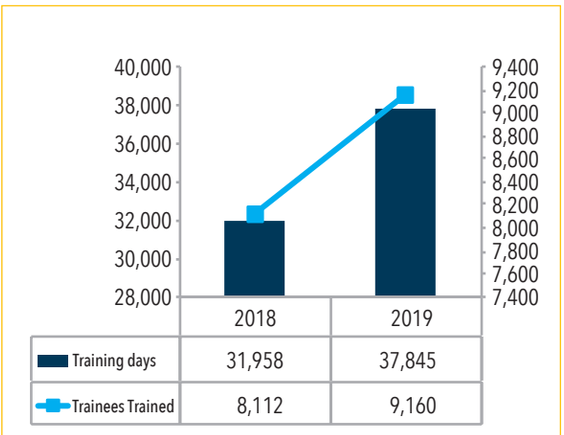
	2018	2019
Average Course Fee (RM)	804.63	713.88
Average Allowable Cost (RM)	796.47	725.87



49.6 % of financial assistance were for course fees and 50.4 % were for other allowable costs.

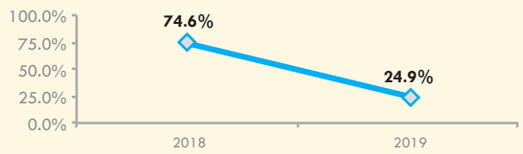
Effective Training Duration per Trainee

2018	3.9 days	2019	4.1 days



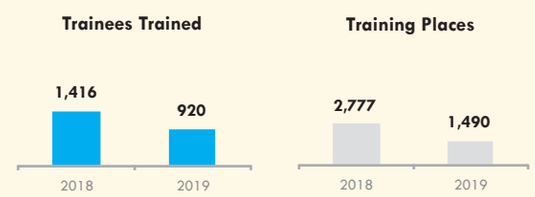
23 SUBSECTOR : PRIVATE BROADCASTING SERVICES

Levy Utilisation (%) for 2018 and 2019

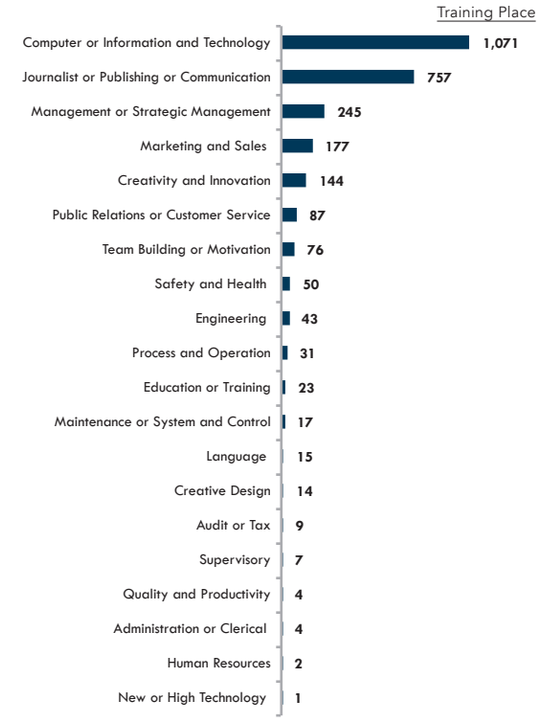


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

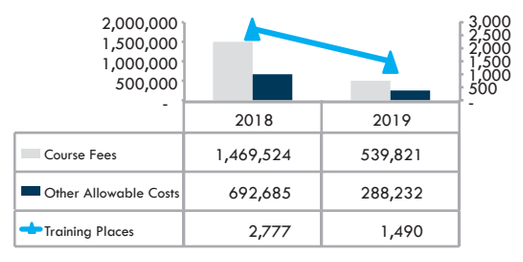


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM2,162,209
2019: RM828,054

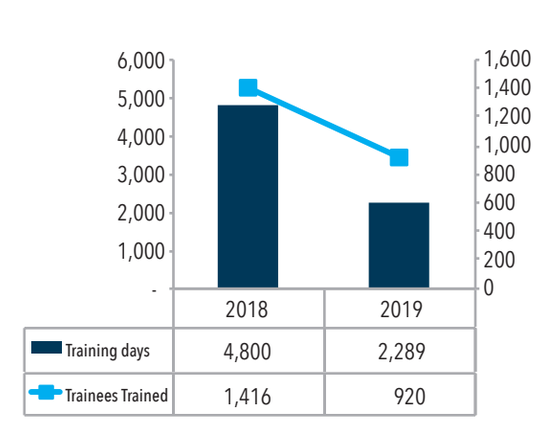
	2018	2019
Average Course Fee (RM)	529.18	362.30
Average Allowable Cost (RM)	249.44	193.44



65.2 % of financial assistance were for course fees and 34.8 % were for other allowable costs.

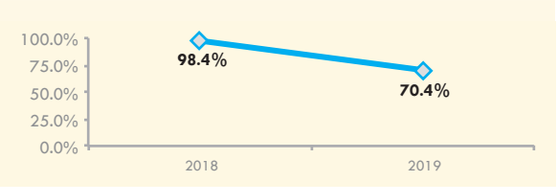
Effective Training Duration per Trainee

2018	3.4 days	2019	2.5 days



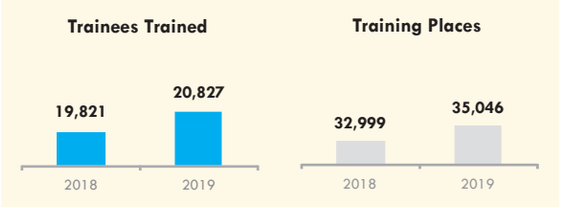
24 SUBSECTOR : PRIVATE HOSPITAL

Levy Utilisation (%) for 2018 and 2019

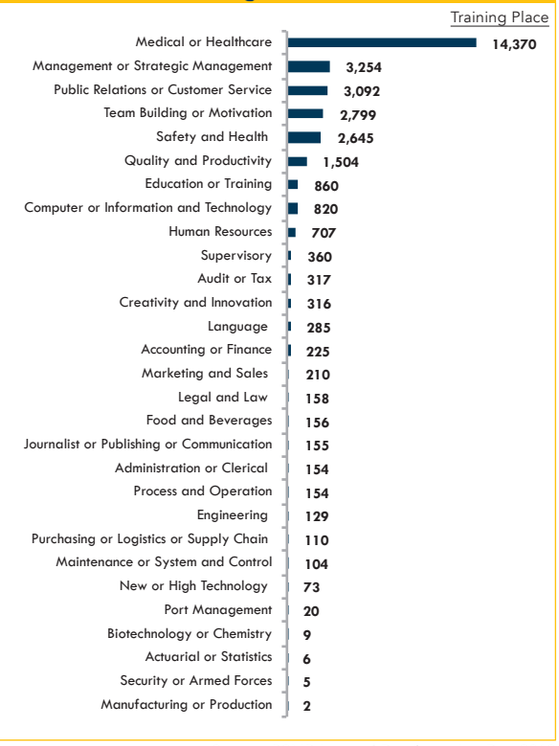


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

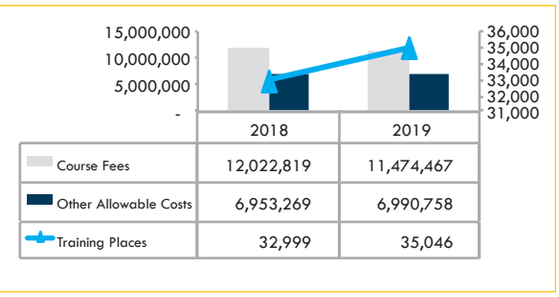


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM18,976,088
2019: RM18,465,226

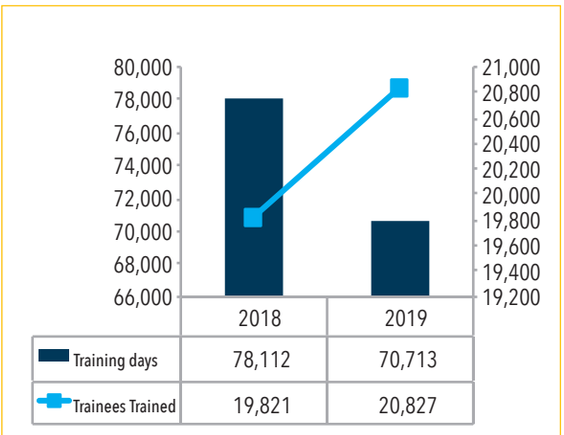
	2018	2019
Average Course Fee (RM)	364.34	327.41
Average Allowable Cost (RM)	210.71	199.47



62.1 % of financial assistance were for course fees and 37.9 % were for other allowable costs.

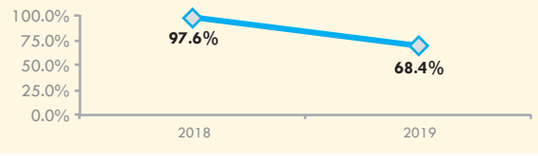
Effective Training Duration per Trainee

2018	3.9 days	2019	3.4 days



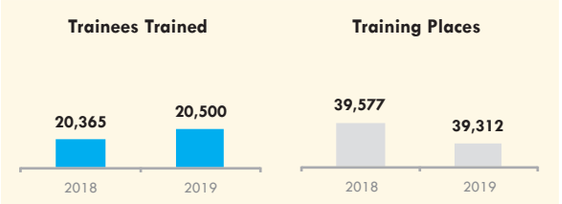
25 SUBSECTOR : PRIVATE INSTITUTION OF HIGHER LEARNING

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

	Training Place
Education or Training	14,119
Management or Strategic Management	4,079
Team Building or Motivation	3,528
Computer or Information and Technology	3,182
Quality and Productivity	2,510
Safety and Health	1,714
Administration or Clerical	1,451
Journalist or Publishing or Communication	1,006
Human Resources	983
Public Relations or Customer Service	944
Marketing and Sales	750
Research and Development	670
Accounting or Finance	650
Audit or Tax	564
Language	474
Process and Operation	455
Medical or Healthcare	447
Creativity and Innovation	436
Engineering	343
Supervisory	292
Actuarial or Statistics	234
Legal and Law	188
Maintenance or System and Control	168
Creative Design	161
New or High Technology	66
Food and Beverages	54
Biotechnology or Chemistry	44
Aviation	26
Hotel or Tourism	19
Purchasing or Logistics or Supply Chain	10
Security or Armed Forces	5
Retail or Merchandising	3
Manufacturing or Production	2

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

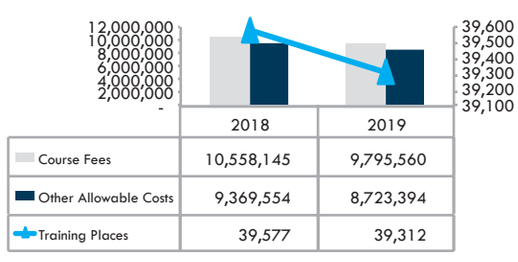
	Training Place
Education or Training	12,210
Quality and Productivity	5,985
Computer or Information and Technology	3,639
Management or Strategic Management	2,458
Team Building or Motivation	2,228
Safety and Health	1,713
Public Relations or Customer Service	1,701
Audit or Tax	975
Research and Development	849
Administration or Clerical	844
Journalist or Publishing or Communication	837
Medical or Healthcare	833
Accounting or Finance	702
Marketing and Sales	691
Human Resources	673
Language	589
Supervisory	539
Creativity and Innovation	322
Process and Operation	271
Maintenance or System and Control	236
Engineering	217
Legal and Law	211
Creative Design	176
Biotechnology or Chemistry	120
Hotel or Tourism	79
Actuarial or Statistics	68
New or High Technology	55
Security or Armed Forces	28
Purchasing or Logistics or Supply Chain	27
Food and Beverages	19
Manufacturing or Production	9
Retail or Merchandising	5
Aviation	2
Ship or Maritime Handling	1

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM19,927,699
2019: RM18,518,954

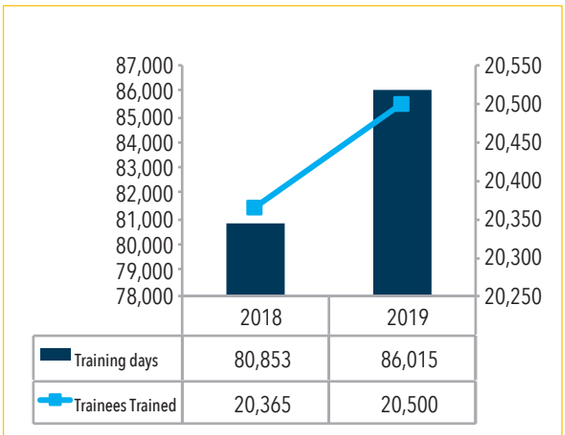
	2018	2019
Average Course Fee (RM)	266.77	249.17
Average Allowable Cost (RM)	236.74	221.90



52.9 % of financial assistance were for course fees and 47.1 % were for other allowable costs.

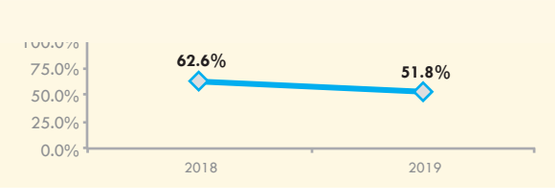
Effective Training Duration per Trainee

2018	4.0 days	2019	4.2 days



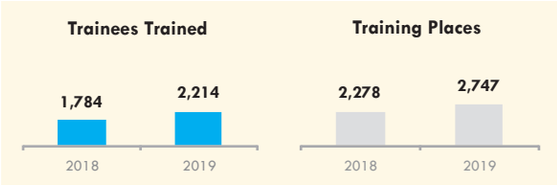
26 SUBSECTOR : PRODUCTION OF MOTION PICTURE, VIDEO AND TELEVISION PROGRAMME, SOUND RECORDING AND MUSIC PUBLISHING

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

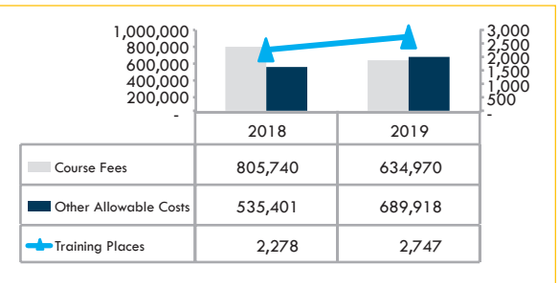


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM1,341,141
2019: RM1,324,887

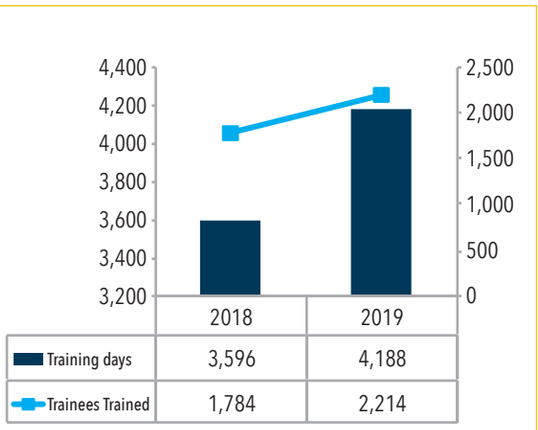
	2018	2019
Average Course Fee (RM)	353.71	231.15
Average Allowable Cost (RM)	235.03	251.15



47.9 % of financial assistance were for course fees and 52.1 % were for other allowable costs.

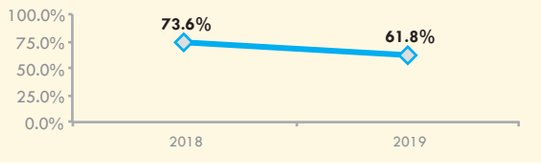
Effective Training Duration per Trainee

2018	2.0 days	2019	1.9 days



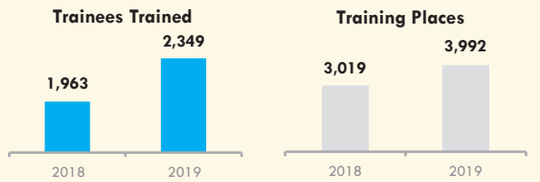
27 SUBSECTOR : RESEARCH & DEVELOPMENT

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

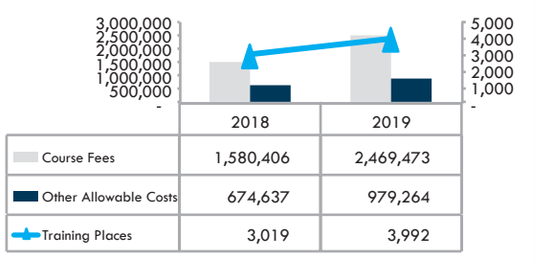


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM2,255,043
2019: RM3,448,737

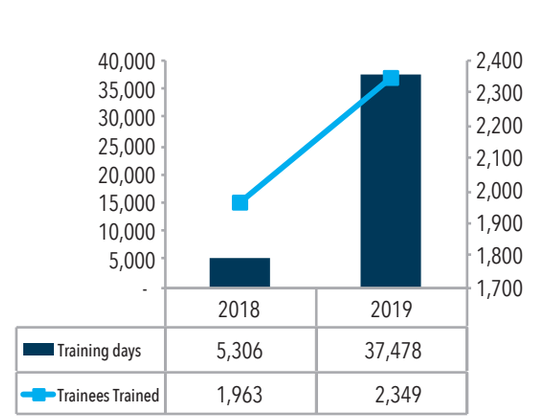
	2018	2019
Average Course Fee (RM)	523.49	618.61
Average Allowable Cost (RM)	223.46	245.31



71.6 % of financial assistance were for course fees and 28.4 % were for other allowable costs.

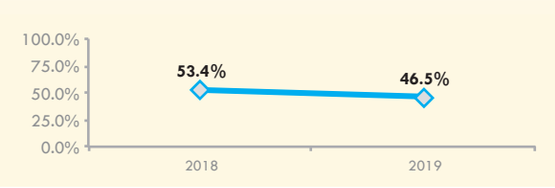
Effective Training Duration per Trainee

2018	2.7 days	2019	16.0 days



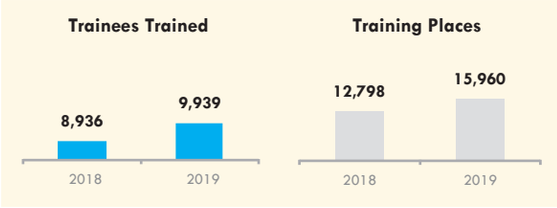
28 SUBSECTOR : SALE AND REPAIR OF MOTOR VEHICLES

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

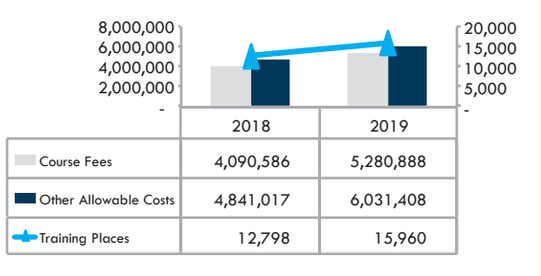


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM8,931,603
2019: RM11,312,297

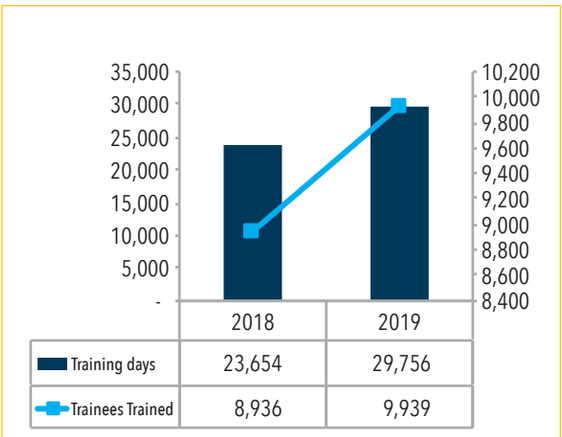
	2018	2019
Average Course Fee (RM)	319.63	330.88
Average Allowable Cost (RM)	378.26	377.91



46.7 % of financial assistance were for course fees and 53.3 % were for other allowable costs.

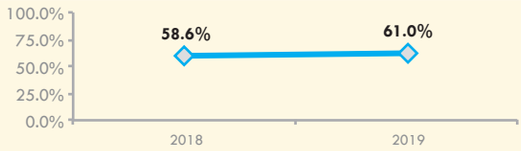
Effective Training Duration per Trainee

2018	2.6 days	2019	3.0 days



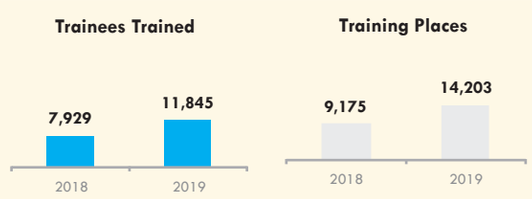
29 SUBSECTOR : SECURITY FIRMS

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

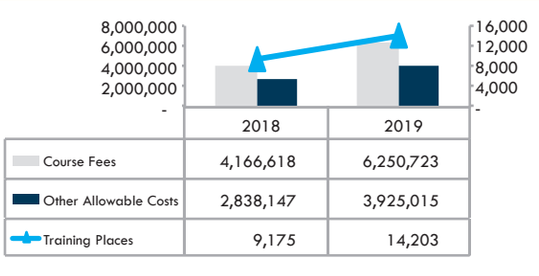


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM7,004,765
2019: RM10,175,738

	2018	2019
Average Course Fee (RM)	454.13	440.10
Average Allowable Cost (RM)	309.33	276.35

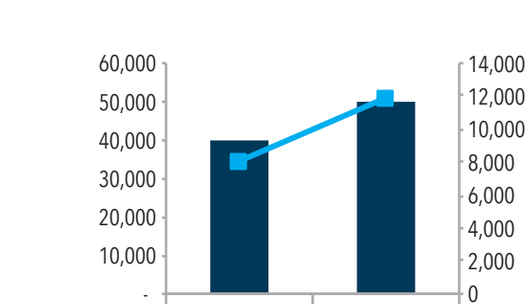


	2018	2019
Course Fees	4,166,618	6,250,723
Other Allowable Costs	2,838,147	3,925,015
Training Places	9,175	14,203

61.4 % of financial assistance were for course fees and 38.6 % were for other allowable costs.

Effective Training Duration per Trainee

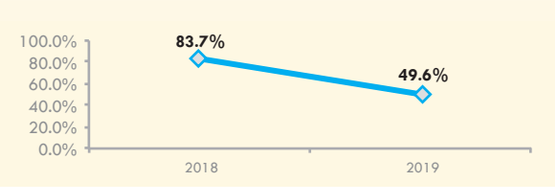
2018	5.0 days	2019	4.2 days



	2018	2019
Training days	39,868	50,281
Trainees Trained	7,929	11,845

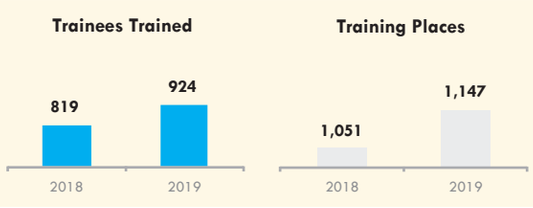
30 SUBSECTOR : SEWERAGE

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

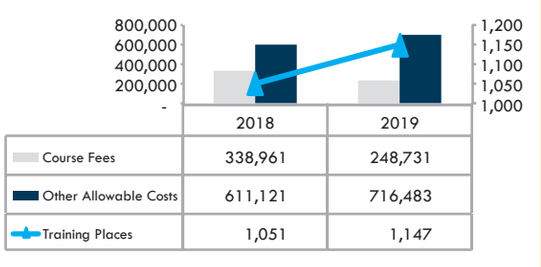


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM950,082
2019: RM965,214

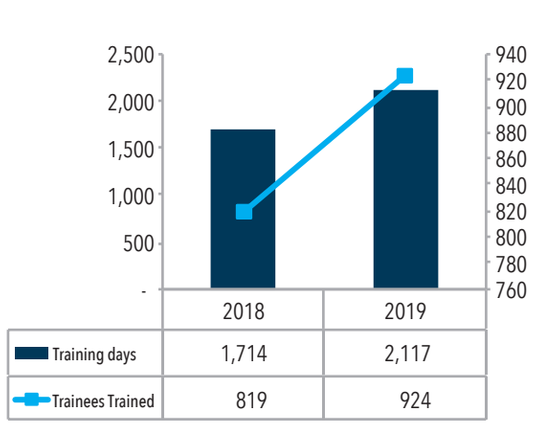
	2018	2019
Average Course Fee (RM)	322.51	216.85
Average Allowable Cost (RM)	581.47	624.66



25.8 % of financial assistance were for course fees and 74.2 % were for other allowable costs.

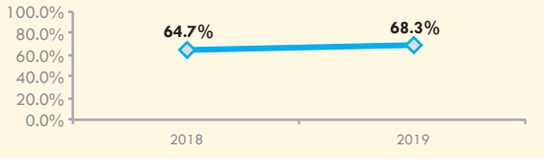
Effective Training Duration per Trainee

2018	2.1 days	2019	2.3 days



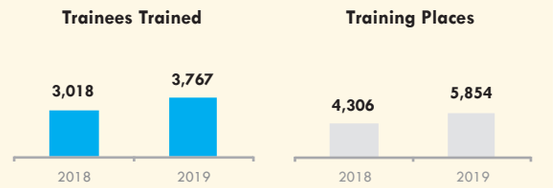
31 SUBSECTOR : SHIPPING

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

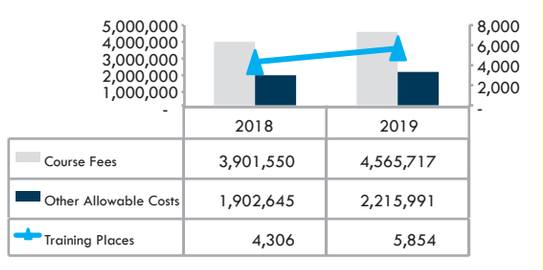


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM5,804,195
2019: RM6,781,708

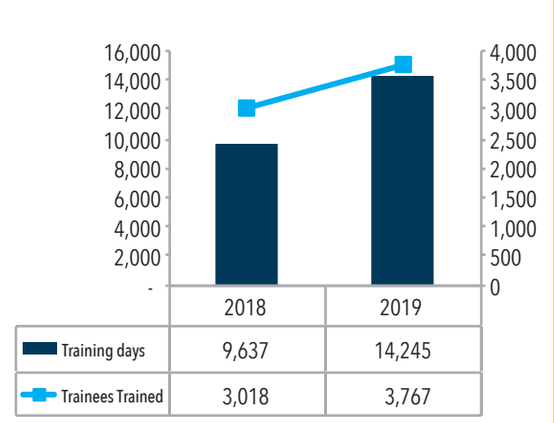
	2018	2019
Average Course Fee (RM)	906.07	779.93
Average Allowable Cost (RM)	441.86	378.54



67.3 % of financial assistance were for course fees and 32.7 % were for other allowable costs.

Effective Training Duration per Trainee

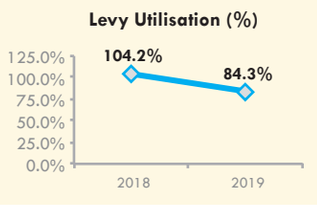
2018	3.2 days	2019	3.8 days



32 SUBSECTOR : TELECOMMUNICATION

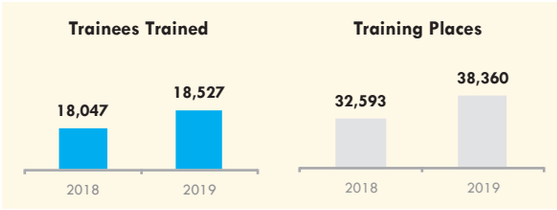
Levy Utilisation (%) for 2018 and 2019

The utilisation of HRD levy is more than 100% as the disbursement for training is more than the levy collected for the year. This is because HRDF allows financial assistance disbursement to the employers for the training completed in the current and previous year before/by 30th June every year.



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

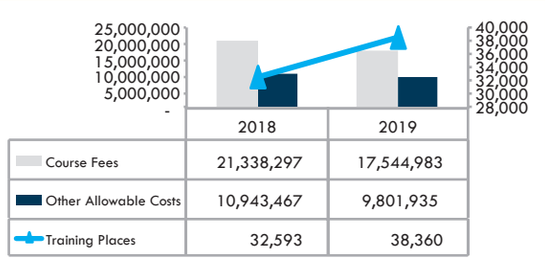


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM32,281,764
2019: RM27,346,918

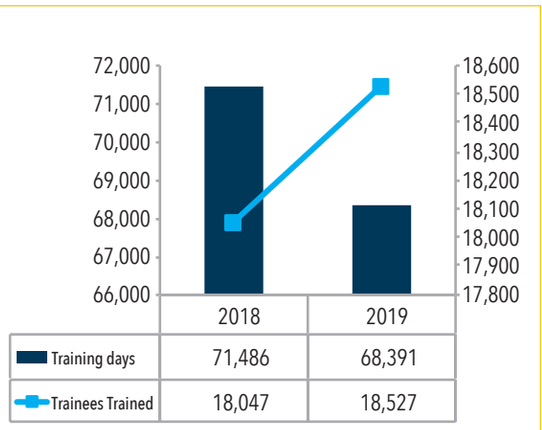
	2018	2019
Average Course Fee (RM)	654.69	457.38
Average Allowable Cost (RM)	335.76	255.52



64.2 % of financial assistance were for course fees and 35.8 % were for other allowable costs.

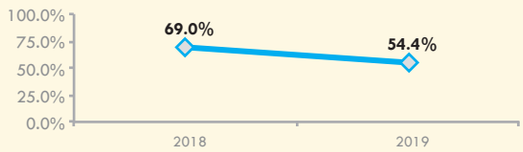
Effective Training Duration per Trainee

2018	4.0 days	2019	3.7 days



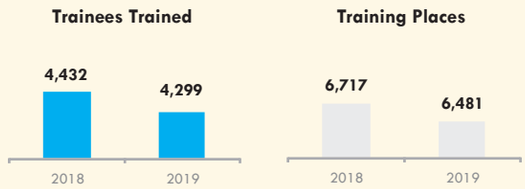
33 SUBSECTOR : TRAINING PROVIDER

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

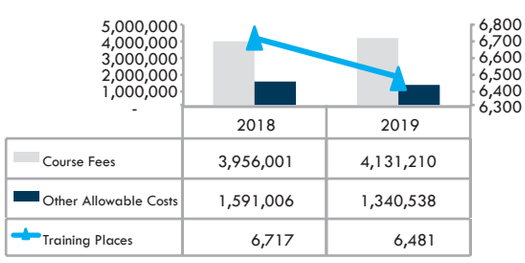


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM5,547,007
2019: RM5,471,748

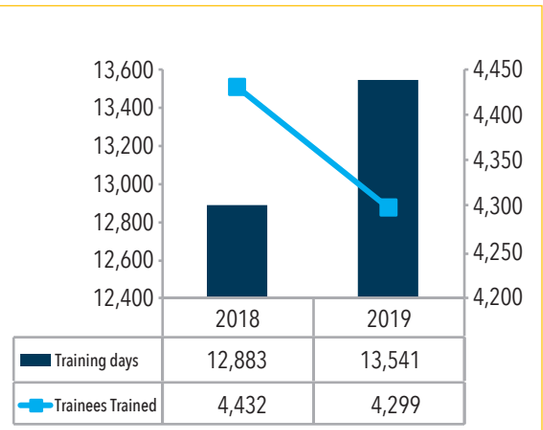
	2018	2019
Average Course Fee (RM)	588.95	637.43
Average Allowable Cost (RM)	236.86	206.84



75.5 % of financial assistance were for course fees and 24.5 % were for other allowable costs.

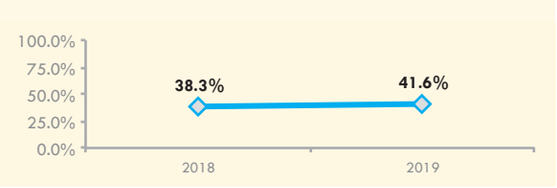
Effective Training Duration per Trainee

2018	2.9 days	2019	3.1 days



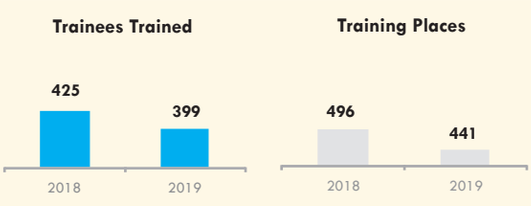
34 SUBSECTOR : TRAVEL AGENCY - INBOUND

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

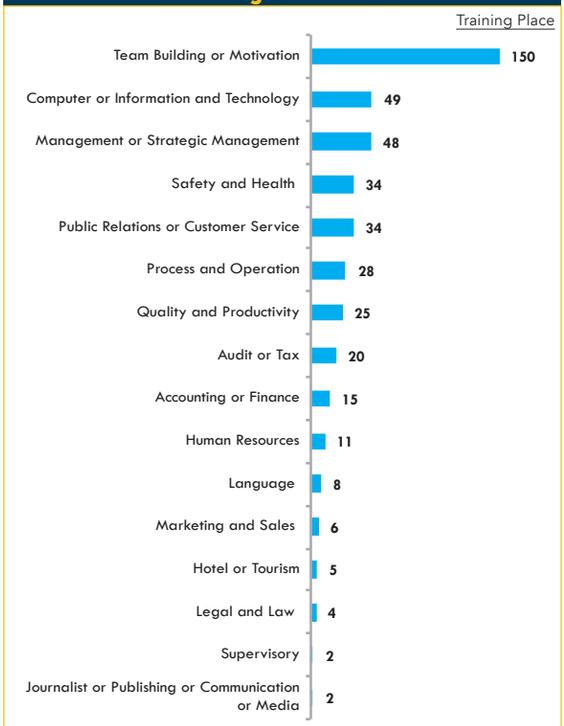


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

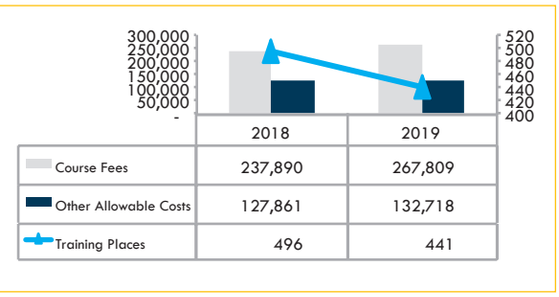


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM365,751
2019: RM400,527

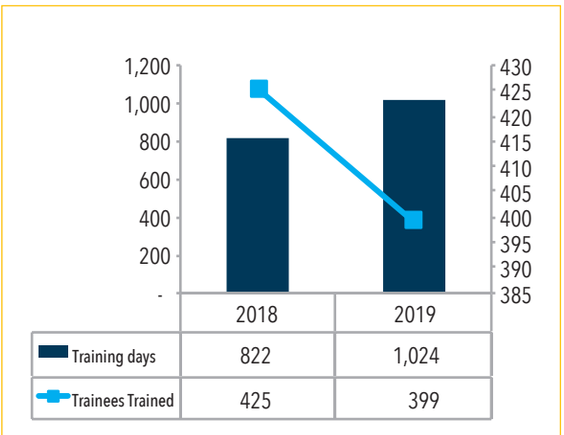
	2018	2019
Average Course Fee (RM)	479.62	607.28
Average Allowable Cost (RM)	257.79	300.95



66.9 % of financial assistance were for course fees and 33.1 % were for other allowable costs.

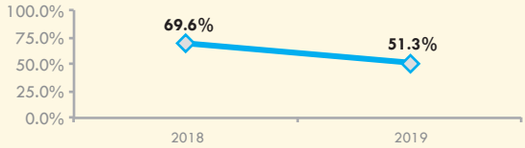
Effective Training Duration per Trainee

2018	1.9 days	2019	2.6 days



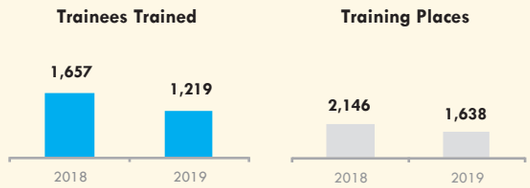
35 SUBSECTOR : TRAVEL AGENCY - OUTBOUND

Levy Utilisation (%) for 2018 and 2019

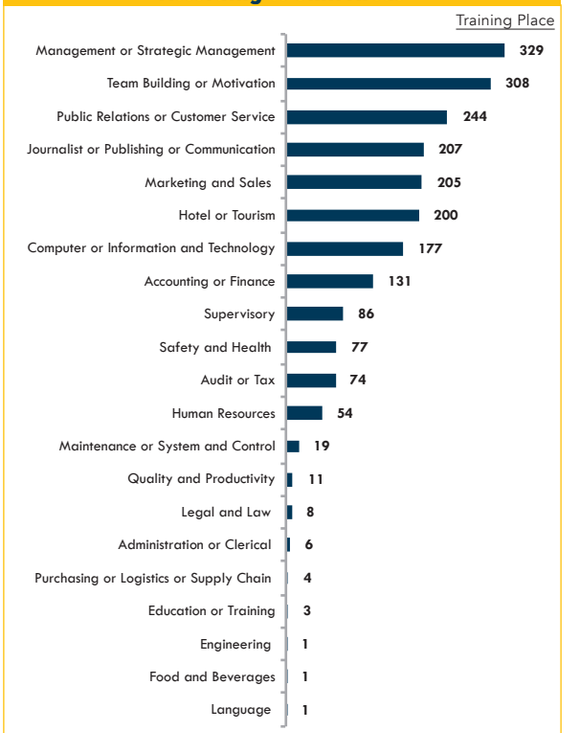


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

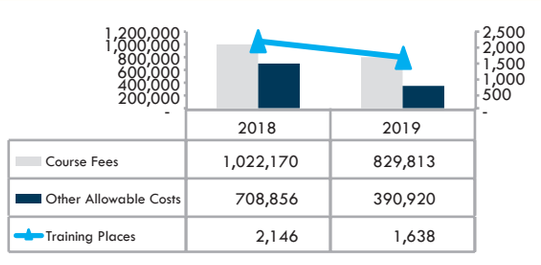


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM1,731,026
2019: RM1,220,733

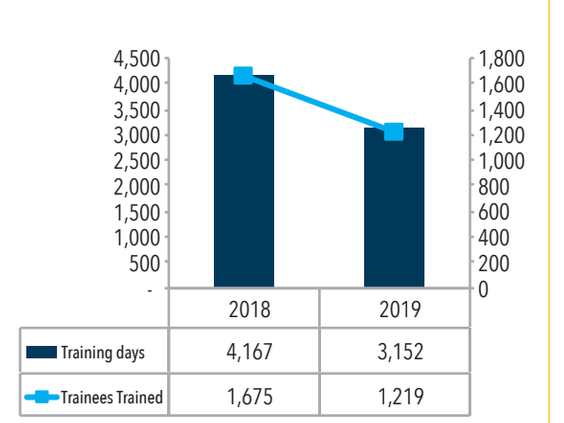
	2018	2019
Average Course Fee (RM)	476.31	506.60
Average Allowable Cost (RM)	330.31	238.66



68.0 % of financial assistance were for course fees and 32.0 % were for other allowable costs.

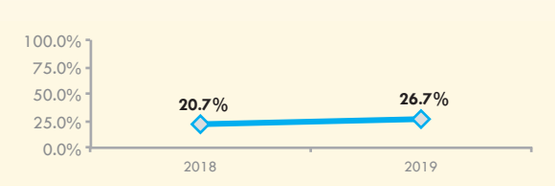
Effective Training Duration per Trainee

2018	2.5 days	2019	2.6 days



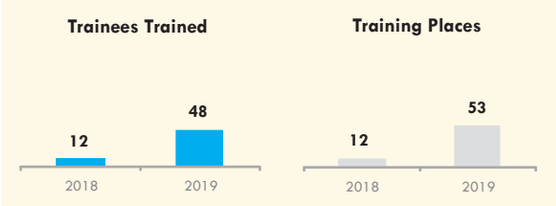
36 SUBSECTOR : VETERINARY SERVICES

Levy Utilisation (%) for 2018 and 2019

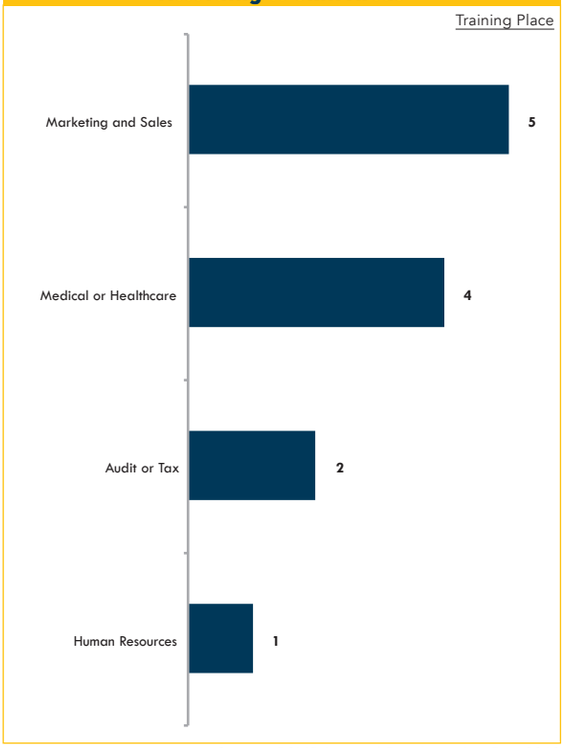


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019

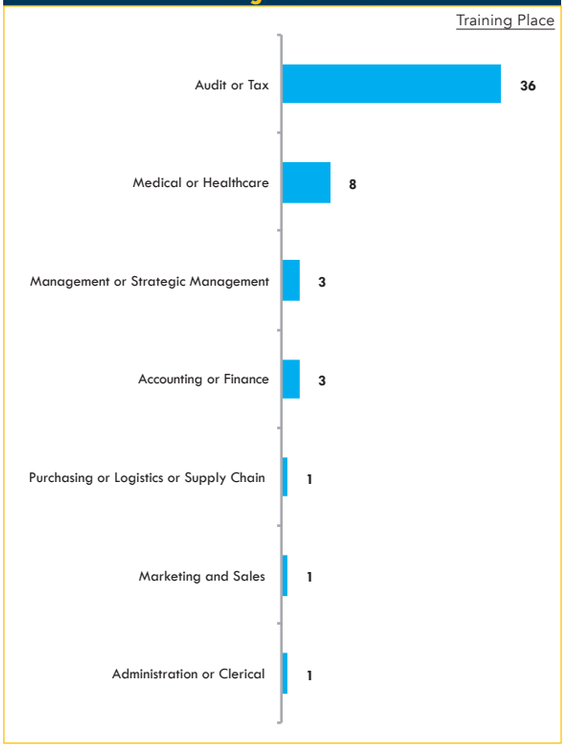


Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

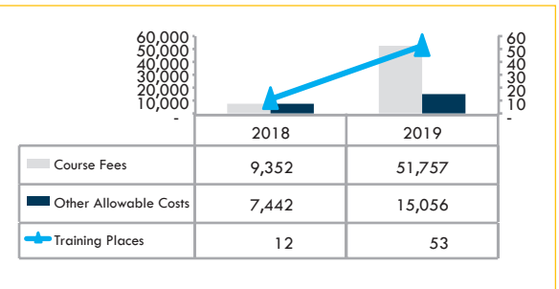


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM16,794
2019: RM66,812

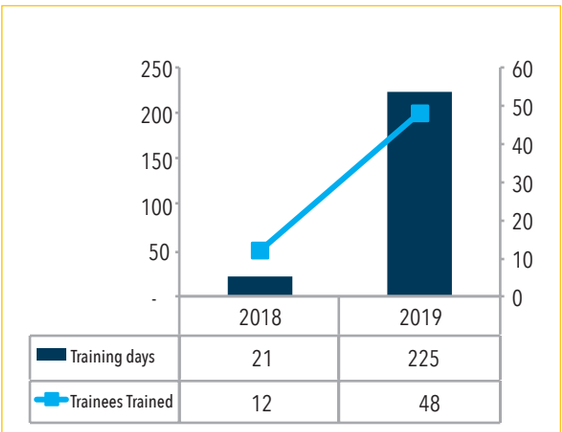
	2018	2019
Average Course Fee (RM)	779.34	976.54
Average Allowable Cost (RM)	620.16	284.07



77.5 % of financial assistance were for course fees and 22.5 % were for other allowable costs.

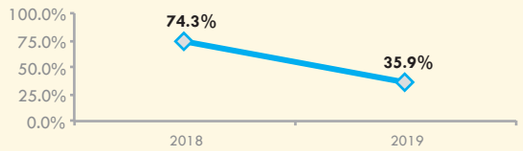
Effective Training Duration per Trainee

2018	1.8 days	2019	4.7 days



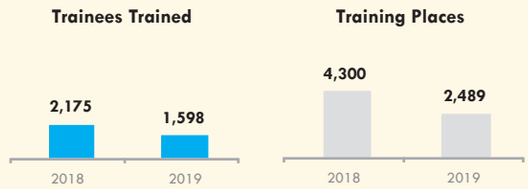
37 SUBSECTOR : WASTE MANAGEMENT AND MATERIAL RECOVERY SERVICES

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place

Quality and Productivity	827
Team Building or Motivation	572
Computer or Information and Technology	429
Management or Strategic Management	426
Safety and Health	372
Supervisory	364
Process and Operation	322
Legal and Law	284
Education or Training	132
Human Resources	114
Maintenance or System and Control	75
Journalist or Publishing or Communication	67
Audit or Tax	58
Marketing and Sales	38
Accounting or Finance	38
Administration or Clerical	37
Creativity and Innovation	33
Public Relations or Customer Service	32
Engineering	21
Research and Development	20
Purchasing or Logistics or Supply Chain	18
New or High Technology	6
Biotechnology or Chemistry	5
Ship or Maritime Handling	5
Manufacturing or Production	2
Medical or Healthcare	1
Security or Armed Forces	1
Food and Beverages	1

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

Training Place

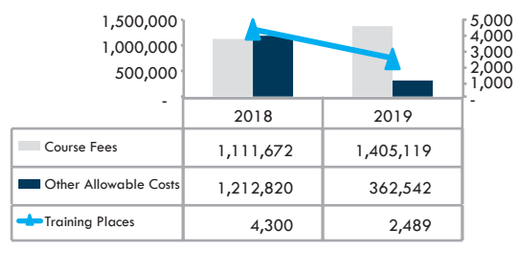
Safety and Health	567
Quality and Productivity	495
Management or Strategic Management	232
Computer or Information and Technology	196
Journalist or Publishing or Communication	132
Accounting or Finance	108
Process and Operation	106
Team Building or Motivation	105
Human Resources	98
Audit or Tax	70
Purchasing or Logistics or Supply Chain	55
Legal and Law	52
Education or Training	45
Biotechnology or Chemistry	31
Supervisory	30
Marketing and Sales	29
Creativity and Innovation	28
Maintenance or System and Control	27
Medical or Healthcare	26
Language	16
Engineering	16
Public Relations or Customer Service	7
Administration or Clerical	6
Actuarial or Statistics	6
Creative Design	3
Manufacturing or Production	2
New or High Technology	1

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM2,324,492
2019: RM1,767,661

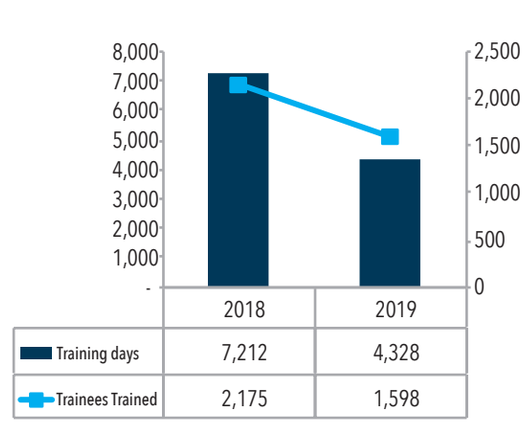
	2018	2019
Average Course Fee (RM)	258.53	564.53
Average Allowable Cost (RM)	282.05	145.66



79.5 % of financial assistance were for course fees and 20.5 % were for other allowable costs.

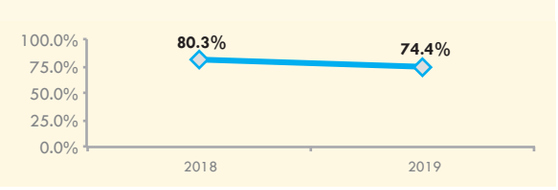
Effective Training Duration per Trainee

2018	3.3 days	2019	2.7 days



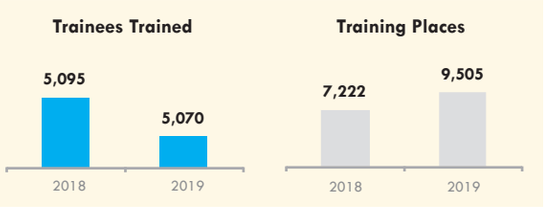
38 SUBSECTOR : WATER TREATMENT AND SUPPLY

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

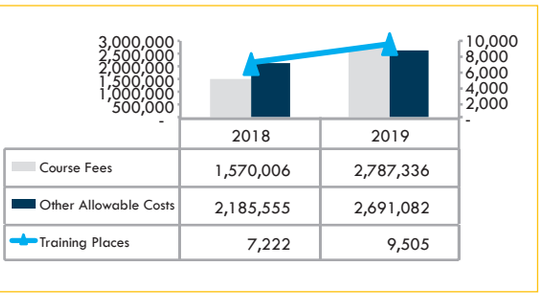


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM3,755,561
2019: RM5,478,419

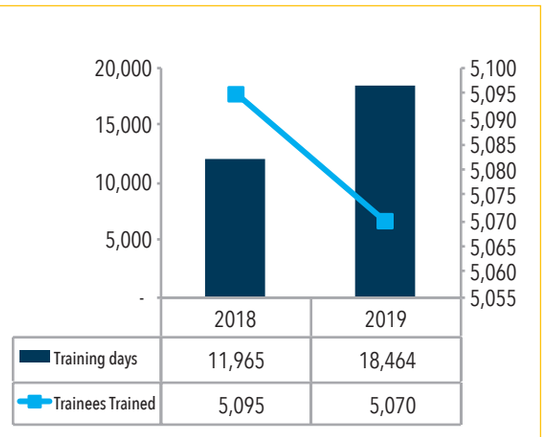
	2018	2019
Average Course Fee (RM)	217.39	293.25
Average Allowable Cost (RM)	302.62	283.12



50.9 % of financial assistance were for course fees and 49.1 % were for other allowable costs.

Effective Training Duration per Trainee

2018	2.3 days	2019	3.6 days



10.3 HRDF SUBSECTORS TRAINING PARTICIPATION ANALYSIS (2019)

MINING AND QUARRYING SECTOR

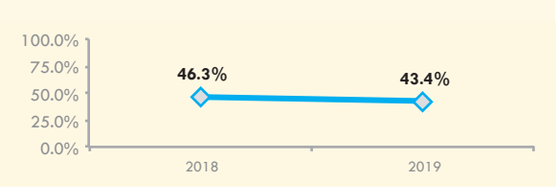


1. Mineral and Stone Quarry
2. Petroleum and Gas Extraction

Note: The data of this report is comprised of the Skim Bantuan Latihan (SBL), Skim Bantuan Latihan Khas (SBL-Khas), Skim Latihan Bersama (SLB) and Future Workers Training (FWT) only.

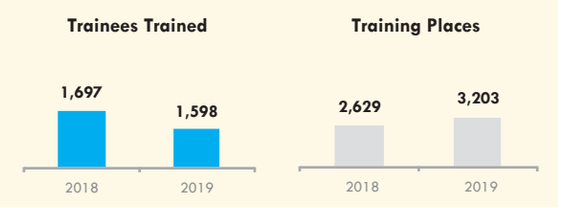
1 SUBSECTOR : MINERAL & STONE QUARRY

Levy Utilisation (%) for 2018 and 2019



Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas

Training Place

Safety and Health	1,050
Team Building or Motivation	315
Human Resources	144
Computer or Information and Technology	139
Audit or Tax	132
Engineering	121
Supervisory	120
Accounting or Finance	102
Quality and Productivity	95
Management or Strategic Management	87
Maintenance or System and Control	64
Process and Operation	45
Security or Armed Forces	40
Journalist or Publishing or Communication	28
Education or Training	22
Purchasing or Logistics or Supply Chain	19
Manufacturing or Production	19
Administration or Clerical	14
Language	13
Legal and Law	13
Marketing and Sales	10
Port Management	9
Biotechnology or Chemistry	7
Research and Development	5
Ship or Maritime Handling	5
Creativity and Innovation	5
New or High Technology	2
Creative Design	2
Hotel or Tourism	1
Actuarial or Statistics	1

Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

Training Place

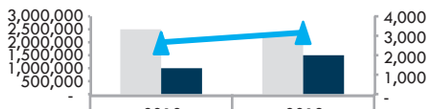
Safety and Health	1,289
Quality and Productivity	376
Maintenance or System and Control	280
Journalist or Publishing or Communication	147
Management or Strategic Management	146
Computer or Information and Technology	137
Accounting or Finance	109
Audit or Tax	102
Research and Development	101
Human Resources	93
Process and Operation	71
Legal and Law	66
Supervisory	62
Team Building or Motivation	46
Engineering	45
Purchasing or Logistics or Supply Chain	34
Manufacturing or Production	31
Creativity and Innovation	16
New or High Technology	11
Education or Training	11
Administration or Clerical	10
Marketing and Sales	4
Security or Armed Forces	3
Creative Design	3
Ship or Maritime Handling	2
Public Relations or Customer Service	2
Port Management	2
Biotechnology or Chemistry	2
Aviation	1
Actuarial or Statistics	1

Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM3,626,913
2019: RM3,875,929

	2018	2019
Average Course Fee (RM)	961.30	747.00
Average Allowable Cost (RM)	883.62	828.79



	2018	2019
Course Fees	2,527,209	2,392,651
Other Allowable Costs	1,099,704	1,483,278
Training Places	2,629	3,203

61.7 % of financial assistance were for course fees and 38.3 % were for other allowable costs.

Effective Training Duration per Trainee

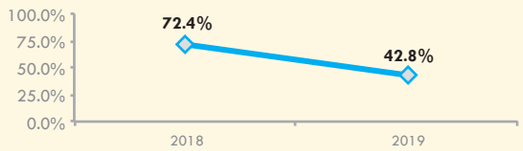
2018	3.1 days	2019	3.5 days



	2018	2019
Training days	5,258	5,582
Trainees Trained	1,697	1,598

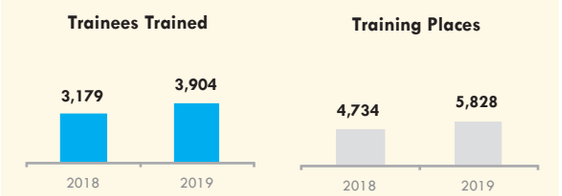
2 SUBSECTOR : PETROLEUM & GAS EXTRACTION

Levy Utilisation (%) for 2018 and 2019

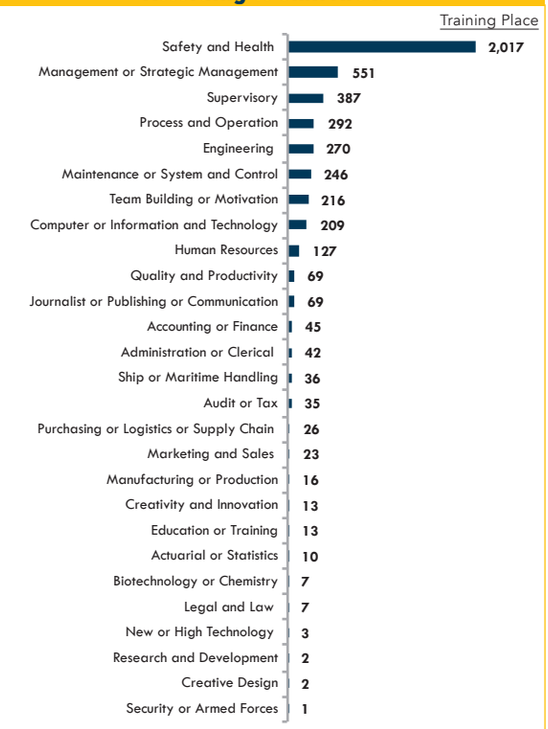


Note: Levy collection in 2018 excludes pool fund

Number of Training Places and Trainees Trained Approved for 2018 and 2019



Training Courses Enrolled in 2018 According to Skill Areas



Source: PSMB Internal Database Jan-Dec 2018

Training Courses Enrolled in 2019 According to Skill Areas

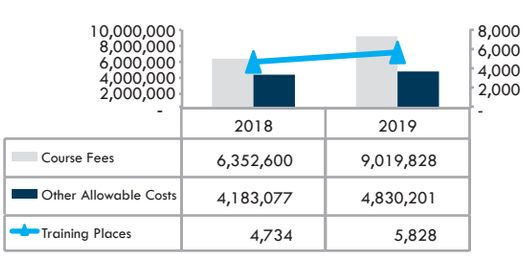


Source: PSMB Internal Database Jan-Dec 2019

Industry Investment on Training (HRDF)

Total Financial Assistance (RM) *inc. Course Fees & other Allowable Costs*
2018: RM10,535,677
2019: RM13,850,029

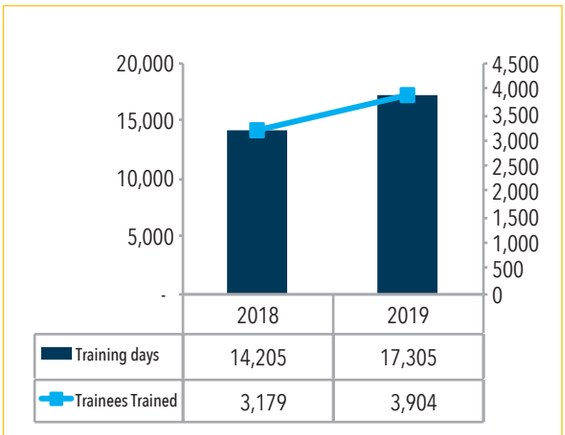
	2018	2019
Average Course Fee (RM)	1,341.91	1,547.67
Average Allowable Cost (RM)	883.62	828.79



65.1 % of financial assistance were for course fees and 34.9 % were for other allowable costs.

Effective Training Duration per Trainee

2018	4.5 days	2019	4.4 days



11 APPENDIX

TRAINING PARTICIPATION ACCORDING TO SUBSECTORS 2019

MANUFACTURING

List of Subsectors	Effective Training Duration	Employees Trained Ratio	Training Opportunity Ratio	Training Places Approved	Industry Investment on Training
Electrical Machinery, Apparatus and Supplies	3.5	27%	1.9	152,067	63,371,757
Food and Beverage	2.8	25%	1.7	61,100	22,222,696
Footwear	4.8	15%	3.3	742	282,715
Furniture and Fixtures	2.6	16%	1.5	4,956	2,789,402
Glass and Glass Products	2.9	24%	1.8	3,282	1,469,949
Industrial Chemicals and other Chemical Products	3.0	31%	1.7	40,250	18,238,993
Iron and Steel	3.0	20%	1.7	13,890	5,782,398
Leather and Products of Leather	3.3	26%	1.9	1,290	517,172
Machinery Except Electrical	4.5	26%	1.8	20,722	8,131,581
Non-Ferrous Metal and Fabricated Metal	3.0	25%	1.7	36,494	14,100,018
Non-Metallic Mineral Products	2.8	26%	1.7	16,941	7,035,578
Paper and Paper Products	2.8	23%	1.7	11,442	4,383,658
Petroleum Refineries	4.3	38%	2.2	10,494	7,755,329
Plastics Products	3.3	25%	1.9	35,597	13,880,404
Pottery, China and Earthenware	2.9	17%	1.6	348	176,414
Printing, Publishing and Allied Industries	2.9	20%	1.7	8,545	3,893,080
Products of Petroleum and Coal	2.9	33%	1.6	935	581,947
Professional and Scientific Equipment	2.9	23%	1.7	9,254	3,893,437
Rubber Products	3.3	24%	1.9	25,367	9,719,038
Textiles and Wearing Apparel	3.5	17%	2.0	10,119	4,211,563
Tobacco	2.8	18%	1.8	278	112,177
Transport Equipment	3.5	31%	1.8	39,146	12,932,887
Wood and Wood Products	2.8	11%	1.6	5,099	2,462,585

MINING AND QUARRYING

List of Subsectors	Effective Training Duration	Employees Trained Ratio	Training Opportunity Ratio	Training Places Approved	Industry Investment on Training
Mineral and Stone Quarry	3.5	17%	2.0	3,203	2,392,651
Petroleum and Gas Extraction	4.4	31%	1.5	5,828	9,019,828

SERVICES

List of Subsectors	Effective Training Duration	Employees Trained Ratio	Training Opportunity Ratio	Training Places Approved	Industry Investment on Training
Advertising	3.9	27%	1.6	4,730	2,574,095
Air Transport	4.4	19%	1.6	10,916	6,626,099
Bonded Warehouse	2.8	31%	1.4	1,559	522,312
Building and Landscape Services	2.8	18%	1.7	7,106	2,115,058
Computer Industry	11.9	28%	1.5	35,864	32,121,129
Direct Selling	2.5	25%	1.4	4,927	2,085,657
Driving School	2.3	12%	1.1	492	164,524
Early Childhood Education	2.8	16%	1.3	3,078	992,333
Engineering Support and Maintenance	2.9	26%	1.6	33,911	18,351,425
Event Management Services	2.7	20%	1.5	1,320	663,035
Food and Beverage Services	2.1	19%	1.4	22,309	4,464,077
Franchise	1.5	27%	1.2	7,532	1,932,677
Freight Forwarder	2.6	26%	1.5	20,326	8,183,334
Gas, Steam and Air-Cond Supply	2.5	11%	1.2	682	618,460
Health Support Services	3.0	20%	1.3	1,975	770,838
Hotel Industry	3.1	31%	1.4	54,151	14,550,716
Hypermarket/ Supermarket…	2.4	20%	1.7	37,352	7,094,712
Information Service	4.8	14%	1.4	4,255	2,856,351
Land Transport	4.0	20%	1.9	27,068	5,874,305
Motion Pic., Vid. and Tv Prog., Music…	1.9	41%	1.2	2,747	634,970
Port Services	4.9	20%	1.6	6,034	3,035,257
Postal	3.1	30%	1.6	21,076	2,672,377
Power (Energy)	4.1	21%	1.6	14,470	10,329,913
Private Broadcasting Services	2.5	19%	1.6	1,490	539,821
Private Hospital	3.4	33%	1.7	35,046	11,474,467
Private Inst. of Higher Learning	4.2	45%	1.9	39,312	9,795,560
Research and Development	16.0	34%	1.7	3,992	2,469,473
Sale and Repair of Motor Vehicles	3.0	14%	1.6	15,960	5,280,888
Security Firms	4.2	12%	1.2	14,203	6,250,723
Sewerage	2.3	25%	1.2	1,147	248,731
Shipping	3.8	23%	1.6	5,854	4,565,717
Telecommunication	3.7	40%	2.1	38,360	17,544,983
Training Provider	3.1	26%	1.5	6,481	4,131,210
Travel Agency - Inbound	2.6	11%	1.1	441	267,809
Travel Agency - Outbound	2.6	14%	1.3	1,638	829,813
Veterinary Services	4.7	13%	1.1	53	51,757
Waste Management and Material Recovery	2.7	13%	1.6	2,489	1,405,119
Water Treatment and Supply	3.6	30%	1.9	9,505	2,787,336