

HRD CORP CLAIMABLE



Suruhanjaya Syarikat Malaysia is registered as a training provider with HRD Corp under **GOV1000117857**. Employer needs to apply for grant under **SBL Scheme** at least one (1) day before the commencement of training.

Following are the steps for application under SBL Scheme for your kind reference.

<p>1. Before training : Apply Grant (Submitted by employers)</p> <p>Refer: Employer Guidelines > How to Apply Grant https://hrdcorp.gov.my/wp-content/uploads/2021/03/SBL_HRDF_Grant_Helper.pdf</p> <p>**Training Grant processing time – minimum 2 working days (48 hours).</p>	<p>Supporting document needed:</p> <ul style="list-style-type: none"> a. Course Content / Training Schedule b. Trainer Profile c. Quotation / Tax invoice / Brochure issued by the training provider.
<p>2. Training completed : Submit Claim (Submitted by employers)</p> <p>Refer: Employer Guidelines > Claim Helper https://hrdcorp.gov.my/wp-content/uploads/2021/10/Claim-Submission_SBL_SLB_HRDCORP-Claim-Helper-1.pdf</p> <p>**Additional supporting document might be needed upon request by the processing officer.</p>	<p>Supporting document needed:</p> <ul style="list-style-type: none"> a. Official receipt or; b. Payment voucher + invoice