

# PENJANA KERJAYA 2.0 FREQUENTLY ASKED QUESTIONS

## Hiring Incentive And Training Programme



### 1 What is PenjanaKerjaya2.0?

- PenjanaKerjaya 2.0 is an enhanced version of the previously implemented Hiring Incentive Programme. Applications for PenjanaKerjaya can be made from 1 January 2021 onwards.

### 2 What is the status of PenjanaKerjaya 1.0?

- Applications for PenjanaKerjaya 1.0 was closed on 20 December 2020. Employers may apply for benefits under PenjanaKerjaya 2.0 for employees recruited from 21 December 2020 onwards.
- For applications received up to 20 December 2020, the incentives under PenjanaKerjaya 1.0 will be paid according to the previously specified rates.

### 3 Who are **ELIGIBLE** for PenjanaKerjaya 2.0?



Employers from all industries registered with SOCSO; and



Employers registered with SSM or registered with SOCSO; and other authorities such as ROS, ROC, Local Authorities etc.

### 4 Who are **NOT ELIGIBLE** for PenjanaKerjaya 2.0?

- Private employment agencies or service outsourcing contractors that conduct placements on behalf of other enterprises i.e. they are not direct employers; and
- Public sector employers, federal and state statutory bodies, statutory bodies with segregated remuneration scheme, local authorities (PBT), embassies and the self-employed.

### 5 Which employees are **NOT ELIGIBLE** for PenjanaKerjaya 2.0 incentives?

- Employees who received or are still receiving benefits under PenjanaKerjaya 1.0, except for apprentices under PenjanaKerjaya 1.0 who were subsequently hired on a permanent / contract basis under PenjanaKerjaya 2.0.
- Employees who received or are still receiving benefits under the Wage Subsidy Programme (PSU).
- Practical students who have not yet graduated yet.
- Parents, spouses, siblings or children employed as employees.
- Non-Malaysian citizen employees.







## PENJANAKERJAYA 2.0 FREQUENTLY ASKED QUESTIONS

# Hiring Incentive And Training Programme



### 6 What are the documents required in the application?

- The required documents are as follows:

-  Employer's bank account information (copy of the front page of the Bank Statement with employer's name, bank account number, and bank's name)
-  Employer's business registration number verified by the bank (Business Registration Number - BRN).
-  Employee Verification Form signed by the employee.
-  Employee's bank account information (copy of the front page of the Bank Statement with employee's name, bank account number, identity card number, and bank's name)
-  Certificate / Self-declaration by the employer if the employee belongs to the vulnerable group (listed in table below)
-  Contract of service for the new employee(s) (a copy must be kept as proof)

### 7 How are PenjanaKerjaya 2.0 benefits paid?

- Employers must apply only once for each new employee.
- The first PenjanaKerjaya 2.0 payment will be credited into the employer's account within 30 days of approval. For the Malaysianization Programme, the 20% incentive will be credited directly to the employee's account.
- The subsequent payments will be credited into the employer's account within 30-day intervals after the date of the first payment, provided SOCSO receives the previous month's contribution payment on time.

### 8 When is the deadline for PenjanaKerjaya 2.0 application?



The deadline for the application is 30 June 2021.



If employers submit their application on 30 June 2021, they will be paid until December 2021. Under the Apprenticeship Programme, the employers will be paid until September 2021.








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# Hiring Incentive And Training Programme



### 9 How salary is defined?

- All remuneration paid by the employer to the employee, including any types of payment to replace leave, overtime, and work on holidays and rest days. The following are inclusive of paid salary:

-  payments for normal working days;
-  overtime payments;
-  payments for work during holidays;
-  payments in lieu of sick leave;
-  payments in lieu of annual leave;
-  payments for work on off days; and
-  payments for work on weekly rest days.

### 10 Will the employer continue to receive the PenjanaKerjaya 2.0 benefits if the employee or the apprentice resigns?

- Incentives for the subsequent months **WILL NOT BE PAID** if the employee or the apprentice resigns.
- If the employee or the apprentice resigns, the employer must update their information in the SOCSO ASSIST Portal.

### 11 How can employers check their application status?



Employer may check their application status at <https://penjanakerjaya.perkeso.gov.my>

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# Hiring Incentive And Training Programme



## B. PENJANAKERJAYA 2.0 TRAINING PROGRAMME

### 12 When can employers apply for the PenjanaKerjaya 2.0 Training Programme?

- Employers may apply for the PenjanaKerjaya 2.0 Training Programme from 1 January 2021 onwards, once their Hiring Incentive application has been approved by SOCSO.
- Only employers and employees whose PenjanaKerjaya 2.0 applications have been approved are eligible for the PenjanaKerjaya 2.0 Training Programme.
- Employers are advised to apply for the PenjanaKerjaya 2.0 Training Programme within 90 days after receiving approval for the Hiring Incentive.

### 13 What are the eligibility requirements for employers for the PenjanaKerjaya 2.0 Training Programme?

- Employers who hired employees / apprentices under PenjanaKerjaya 2.0 may apply to train or upskill their employees based on job requirements.
- Only courses that suit the industry needs will be approved.
- Each employee is only eligible for 1 course. Exceptions are made if the certification or professional programmes require the completion of 2 or more courses / modules, which is subject to a maximum rate of RM7,000.

### 14 What are the reskilling courses offered under the PenjanaKerjaya 2.0 Training Programme?

- The courses that would prepare employees for jobs in all industries and all sectors.
- The full list of courses is available at <https://www.myfuturejobs.gov.my/list-of-training-providers/> and <https://penjanakerjaya.perkeso.gov.my>.

### 15 What if the employer's application is rejected?

- Employers may re-apply, by making sure that the courses they choose meet the needs of their respective industries, for SOCSO's consideration.



## PENJANAKERJAYA 2.0 FREQUENTLY ASKED QUESTIONS

# Hiring Incentive And Training Programme



### 16 Must employers / employees pay the training provider directly?

- No, training providers will be paid directly by SOCSO.

### 17 Can employers / employees directly contact the training provider?

- No, all applications must be submitted through the PenjanaKerjaya portal. SOCSO does not appoint any agents to assist employers / employees with their applications.

### 18 What can SOCSO do if the applications include false / incorrect information?

- SOCSO may take the following actions:
  - Reject applications from employers or training providers if false or incorrect details or documents are submitted; or if employers or training providers do not meet the eligibility conditions;
  - Defer or terminate payments if the applications are found to include false or incorrect information, or if employers or training providers do not meet the eligibility conditions; or
  - Take legal action to reclaim payments made to employers and training providers if the payments are found to be based on false or incorrect information from any party / if employers and training providers do not meet the stipulated conditions after receiving the payment.

**For any inquiries, please call the SOCSO Customer Service hotline 03-8091 5300 / 1-300-22-8000 or email [penjanakerjaya@perkeso.gov.my](mailto:penjanakerjaya@perkeso.gov.my)**

**SOCIAL SECURITY ORGANISATION (SOCSO)**

**UPDATED ON 30 DECEMBER 2020**

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### PENJANAKERJAYA 2.0 INCENTIVES AND REQUIREMENTS

Requirements / Category	Apprenticeship	Aged below 40	Aged 40 and above	Vulnerable Groups	Prolonged Unemployment	Malaysianization
Definition	School leavers / graduates (18 - 30 years old) who are unemployed and have no permanent jobs	Age calculated using the National Registration Identity Card number		Locals in the following categories: a. People with disabilities(OKU) b. Participants of SOCSO's Return to Work Programme c. The homeless d. Gelandangan e. Former drug addicts / former prisoners / parolees f. The extreme poor	a. Recipients of Employment Insurance System (EIS) benefits  b. Graduates unemployed for over 180 days	Local talents taking over positions usually filled by foreign workers e.g. workers in the plantation sector, security guards, manufacturing and construction.  Applications will be considered on a case-by-case basis.
Maximum No. of Employees	N/A					
Payment Recipient	Employers					Employers and Employees

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Service Contract Duration	Minimum 3 Months	Minimum 12 Months		
Incentive Amount	RM1,000	40% of monthly salary (max. RM4,000)	60% of monthly salary (max. RM6,000)	40% of monthly salary paid to employers (max. RM4,000);  20% of monthly salary paid to employees (min. RM 500)
Payment Duration	3 Months	6 Months		
Mobility Assistance Payments	Work Preparation Allowance (Mobility Assistance) will be given to each employee on an one-off basis through the employer; RM500 if workplace distance from current residence is less than 100km; RM1,000 if workplace distance from current residence reaches or exceeds 100km			
Minimum Salary	Minimum RM1,200	Minimum RM1,500 and above		
Eligibility for Training Fee	Attendance Certificate or Professional Certification: Up to RM4,000 Professional Certification: Up to RM 7,000 Course duration must not exceed 60 days. Recipients must attend within 3 months from the date of approval.			



<b>Maximum No. of Training Courses</b>	Employers can only apply for 1 course on behalf of their employee / apprentice. Exceptions are made for certifications requiring the trainee to complete more than one course / module.
<b>Malaysianization Requirements</b>	<ul style="list-style-type: none"> <li>The salary advertised on MyFutureJobs must be at least RM1,500 per month.</li> <li>Employees hired under the Malaysianization category will receive an additional incentive of 20% of the salary offered (min. RM500) e.g. if the salary is worth RM1,500, they will receive RM500, making the total salary RM2,000.</li> <li>The total salary in the example above is still subject to EPF, SOCSO and SIP deductions.</li> <li>The occupation must be traditionally filled by non-citizen workers (not Permanent Residents).</li> <li>Only employers with a record of employing foreign workers (determined by SOCSO) are allowed to apply under the Malaysianization category.</li> </ul>
<b>Eligibility Conditions</b>	<ul style="list-style-type: none"> <li>Employers must pay the salary advertised in MYFutureJobs.</li> <li>If the incentive recipient resigns, the employer must notify SOCSO within 48 hours on both ASSIST and the PenjanaKerjaya 2.0 Portal .</li> <li>Employers and employees must comply with the working hours guidelines in the 1955 Employment Act.</li> </ul>
<b>Additional Requirements</b>	<ul style="list-style-type: none"> <li>Employers must register all vacancies on MYFutureJobs (<a href="http://www.myfuturejobs.gov.my">www.myfuturejobs.gov.my</a>)</li> <li>Employers are encouraged to hire candidates registered on MYFutureJobs.</li> <li>Employers must not lay off existing employees and rehire them / replace them with new employees for the purpose of receiving PenjanaKerjaya 2.0 (Hiring Incentive) benefits.</li> </ul>