



SKIM BANTUAN LATIHAN (SBL)

OVERVIEW

Skim Bantuan Latihan (SBL) is the main scheme under HRDF and its objective is to encourage employers to retrain and upgrade their employees' skills in line with their operational and business requirements. Under SBL, employers are free to identify their own training needs and implement the training programme in stages.

SBL requires employers to make full payment for the training programme and reimbursement is based on employer claims.

TRAINING METHODOLOGY

IN-HOUSE
Min: 2 pax and Max : 35 – 40 pax
Own premise, hotel OR external training place

PUBLIC
Min : 1 pax and Max : 9 pax
Local / Overseas

COACHING AND MENTORING
Min : 1 pax and No Max pax
Can be applied in workplace settings to ensure continuous process of development.

JOB COACH
Min : 5 pax and No Max pax
A special training programme for person with disabilities (PWDs)

E-LEARNING (Online Distance)
Min : 1 pax and No Max pax
Conducted via electronic media, typically on the internet. Learning through curriculum outside of classroom.

DEVELOPMENT PROGRAMME
Min : 1 pax and No Max pax
Diploma, Degree, Master & PHD – Full time or Part time.

*CLAIMABLE COST

- Course fees
- Meal allowance
- Daily allowance
- Consumable Training Materials
- Hotel Rental Package OR Training Facilities Rental
- Airfare Ticket OR Transportation

**Others expenses please refer the Allowable Cost Matrix*

MINIMUM TRAINING DURATION

4 hours (1/2 day)
Submission via **eTRIS** under Skim Bantuan Latihan (SBL) must be submitted by employers **BEFORE** the training commences.

HOW TO APPLY?

APPLICATION
Online application through eTRIS system.
Documents required :
• Invoice / Quotation
• Training Schedule / Course Content
• Trainer's Profile

APPROVAL

CLAIM
Documents required
• Itinerary (airfare) - if any
• Receipt & Invoice (transportation) - if any