MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

InvestMalaysia

investmalaysia.mida.gov.my

Investor Relationship & Profiling Management (IRPM) User Guide for Applicant

Learn About the System

Powered by eTRANS

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Chapter 1 INTRODUCTION

This user guide will walkthrough the process of submitting Import Duty and/or Sales Tax Exemption application by providing step-by-step instructions with illustrations to help applicant understand each step.

1.1 Intended User

This user guide is targeted for:

- Applicant or Company

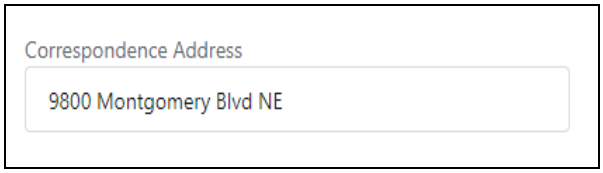
1.2 Web Browser

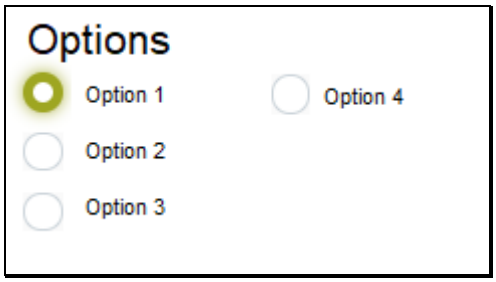
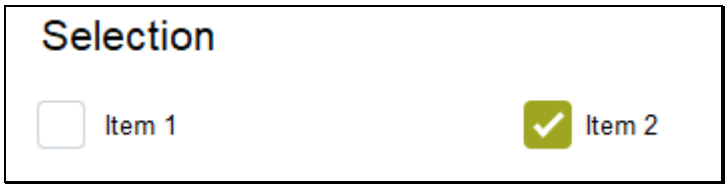
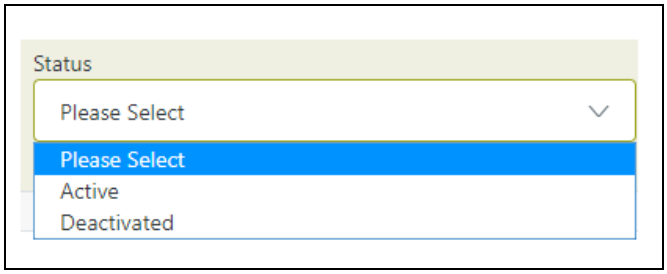
Best viewed in 1024 x 768 using Google Chrome or Mozilla Firefox. This website is mobile responsive.

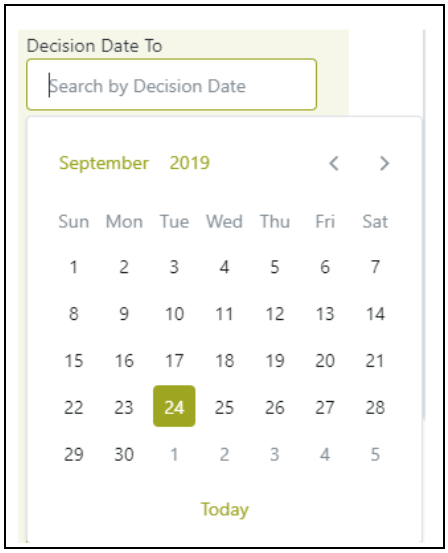
1.3 URL

https://investmalaysia.mida.gov.my

1.4 Common Fields and Definitions

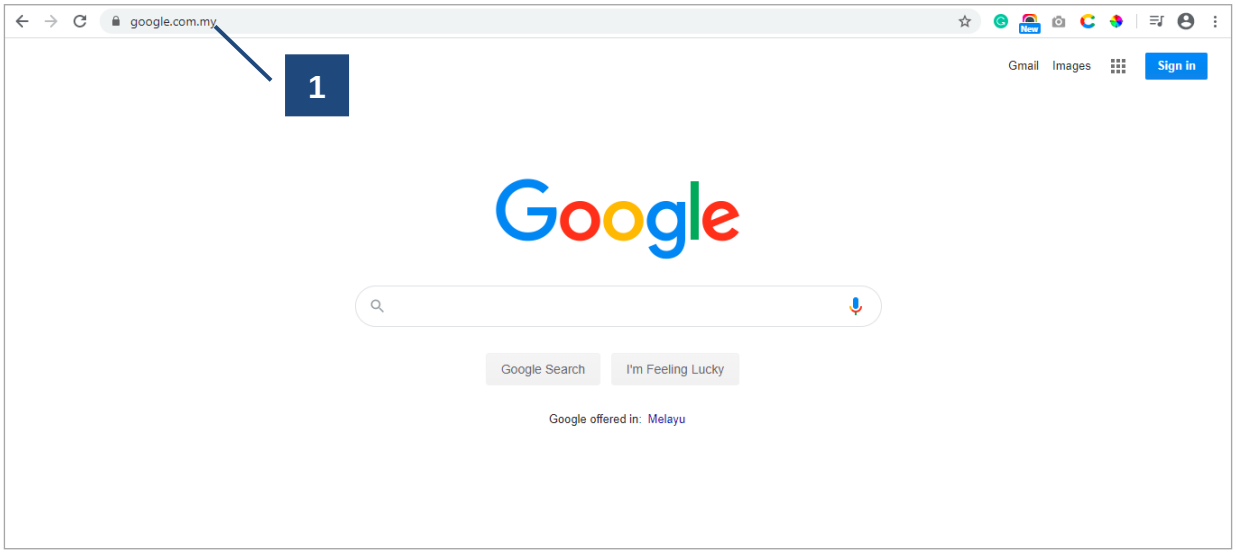
No.	Field	Description
1.	Textbox	A box that allow user to type-in information. Usually, it has characters limit.  If there is an asterisk (*) mark at the textbox, it means the information is required/mandatory.

No.	Field	Description
2.	Button	An item that allow user to click and it will respond according to it's purpose; usually denoted as the button's name. 
3.	Radio button	A selection features that allows the user to choose only ONE selection from the data sets. Usually it's round-shaped. 
4.	Check Box	A selection features that allows the user to check/uncheck selections from the data sets. Usually it's box-shaped. 
5.	Dropdown	A features that allows user to select a value from a series of option. Usually when user click a dropdown, a list of options will be displayed vertically and user may select one value from the list. 
6.	Calendar	A features that allows user to select a date from a calendar and/or time from a time range.

No.	Field	Description
		
7.	Success Message	A message that is displayed once an action taken was successful. It is displayed in green color. 
8.	Error/Failure message	A message that is displayed once an action taken was failed. It is displayed in red color. 

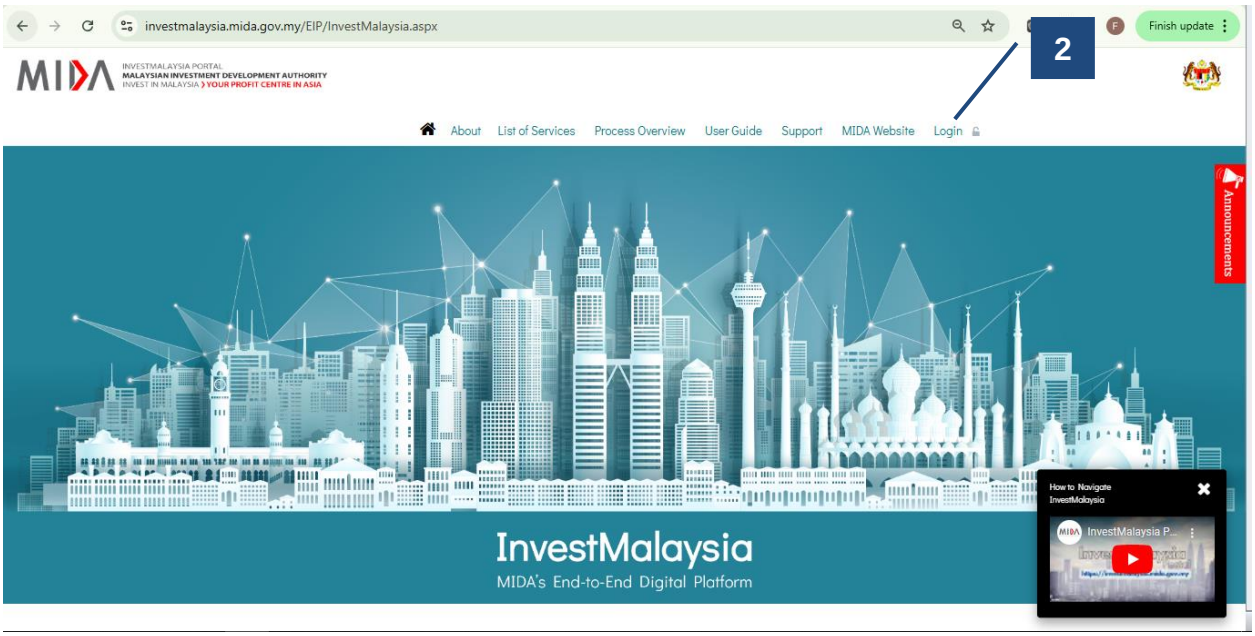
Chapter 2 INVEST MALAYSIA ONLINE PORTAL

2.1 Login Page



1. Open web browser.

   Insert URL: http://investmalaysia.mida.gov.my



2. Click Login link to login to the system.

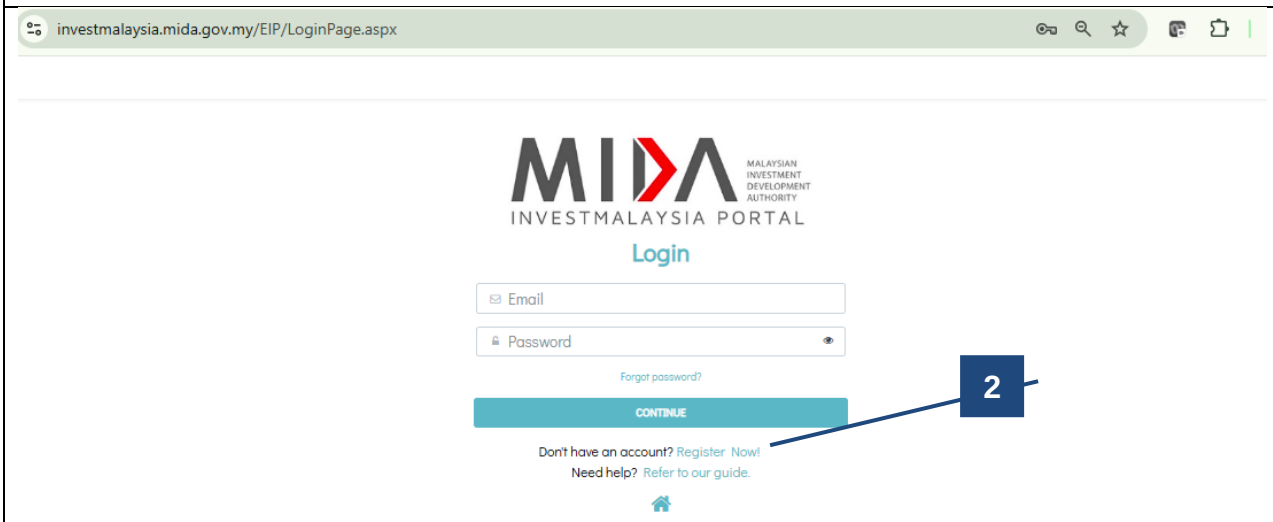


3. Enter username (must use the email that has been registered);
4. Enter password; and
5. Click the **[Continue]** button

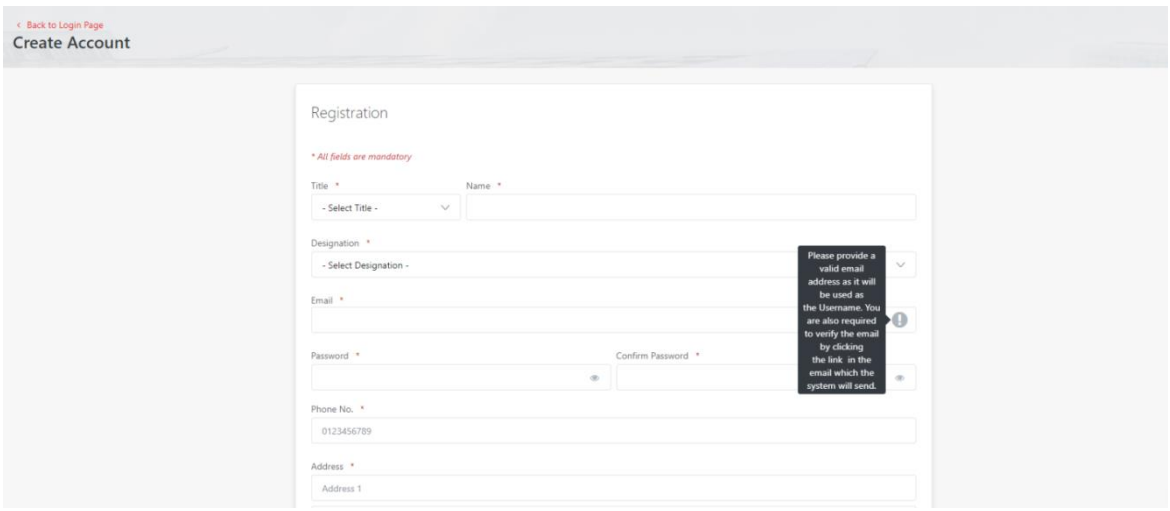
   System will redirect to the **'Dashboard'** page.

2.2 Registration Page

1. Go to Investmalaysia website :

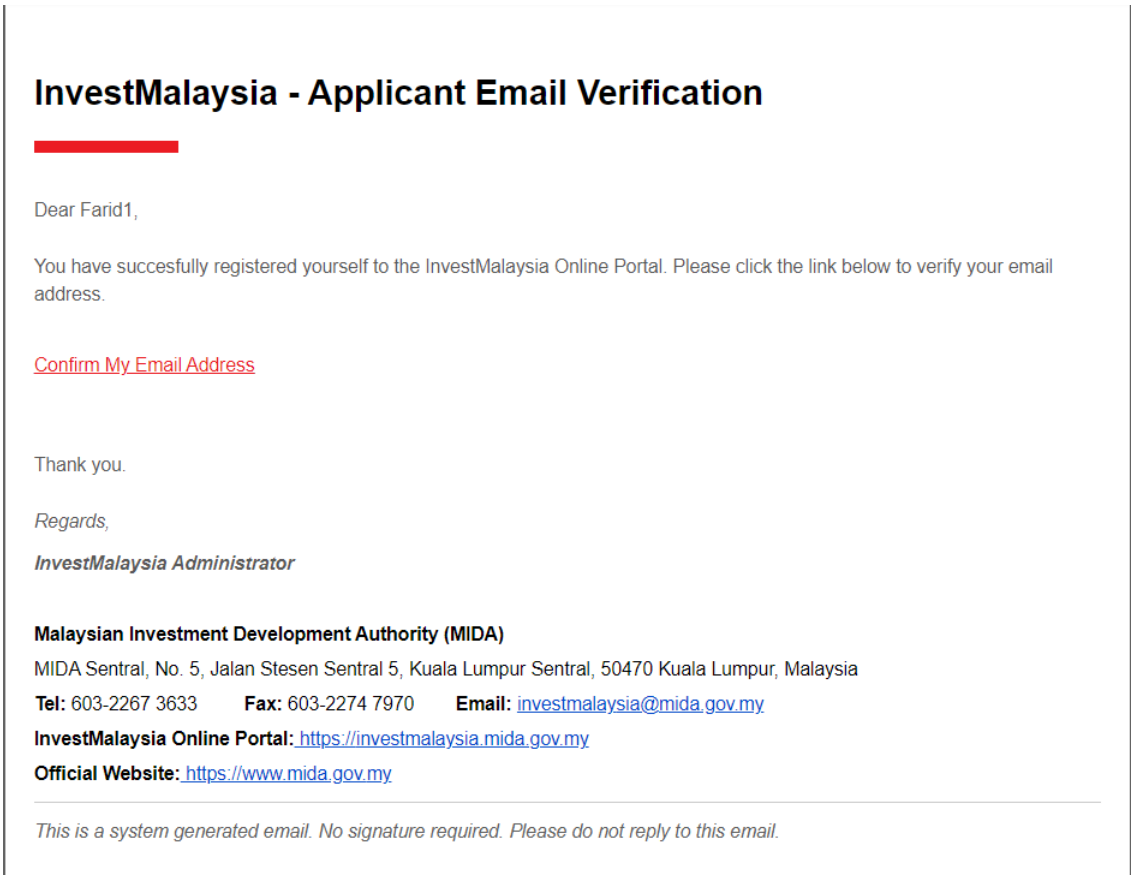


2. Click **[Register Now]**



3. Fill up all the details and click **[Register]**

4. Applicant Email Verification *First time registration



InvestMalaysia - Applicant Email Verification

Dear Farid1,

You have succesfully registered yourself to the InvestMalaysia Online Portal. Please click the link below to verify your email address.

Confirm My Email Address

Thank you.

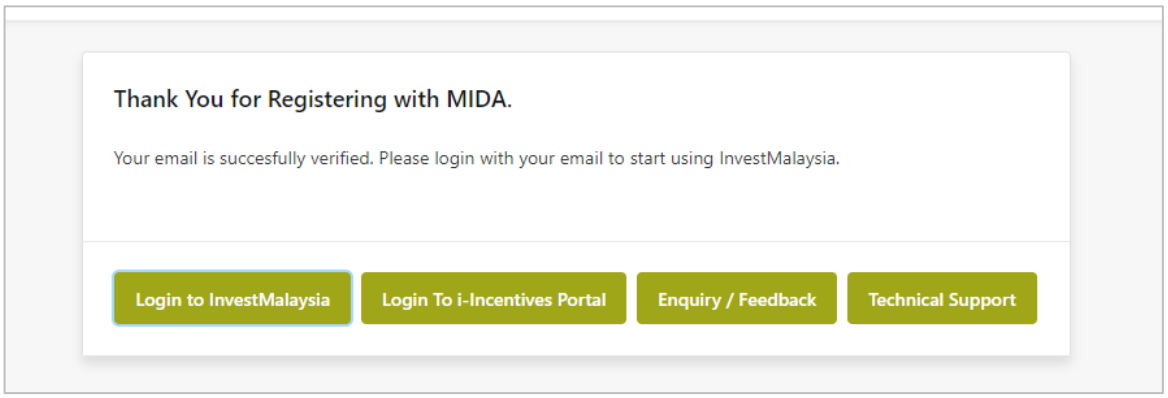
Regards,

InvestMalaysia Administrator

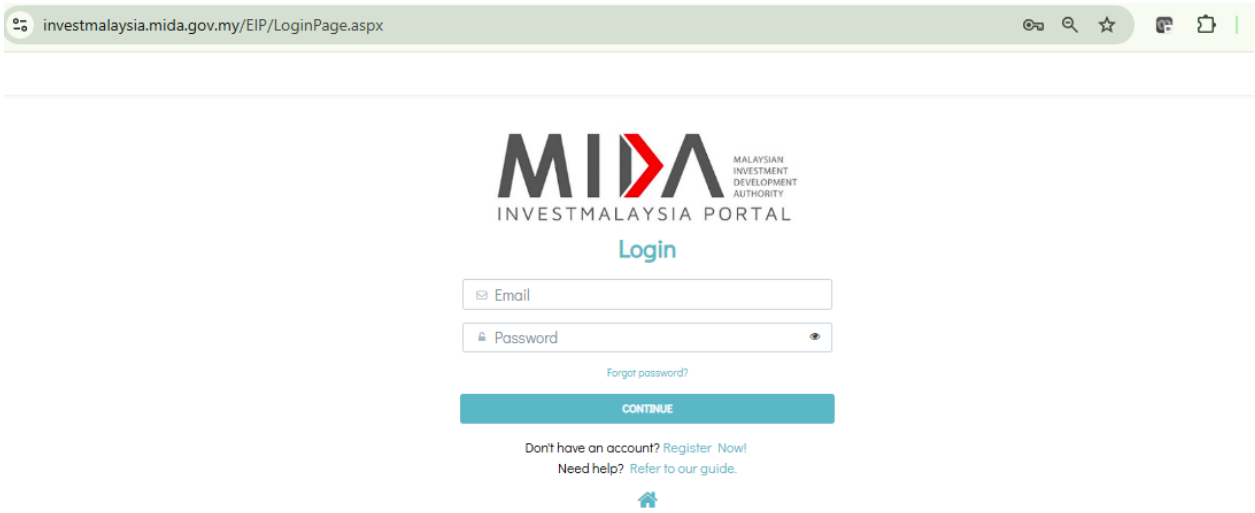
Malaysian Investment Development Authority (MIDA)
MIDA Sentral, No. 5, Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Kuala Lumpur, Malaysia
Tel: 603-2267 3633 **Fax:** 603-2274 7970 **Email:** investmalaysia@mida.gov.my
InvestMalaysia Online Portal: https://investmalaysia.mida.gov.my
Official Website: https://www.mida.gov.my

This is a system generated email. No signature required. Please do not reply to this email.

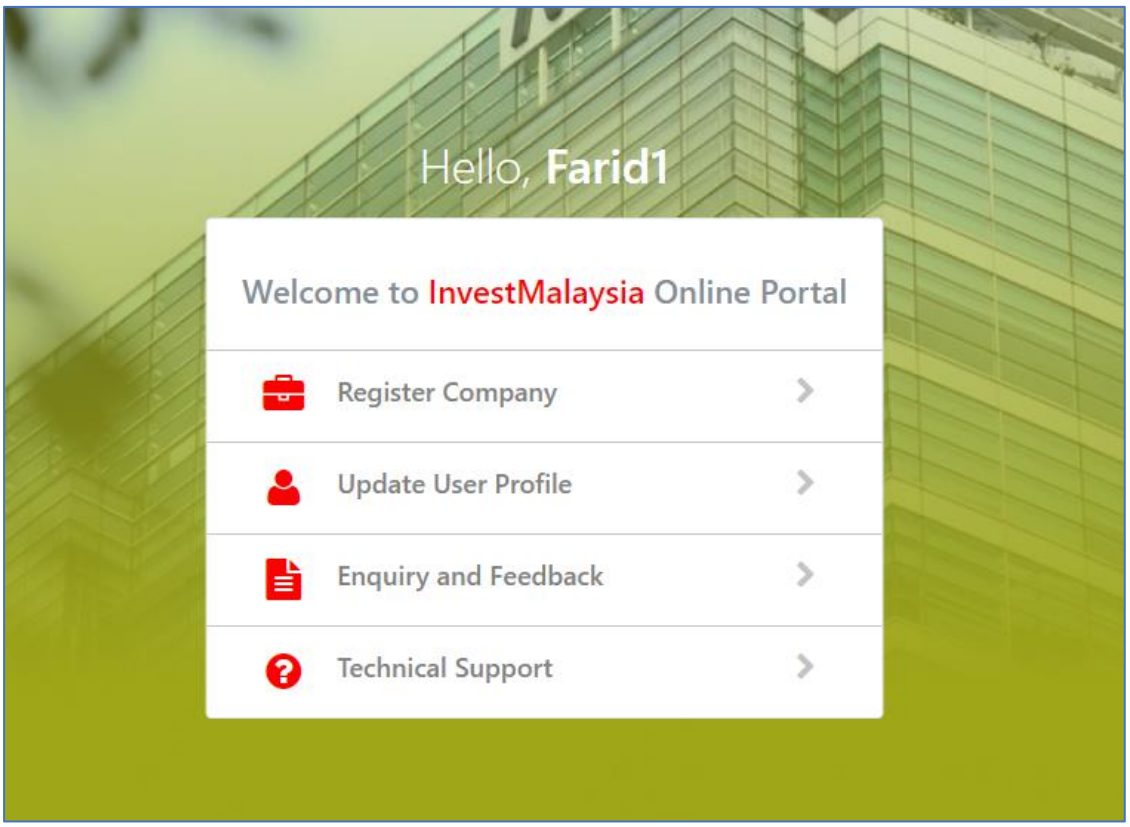
5. Once click on – [Confirm My Email Address] – system will pop up navigation screen



6. Click [Login to investMalaysia]

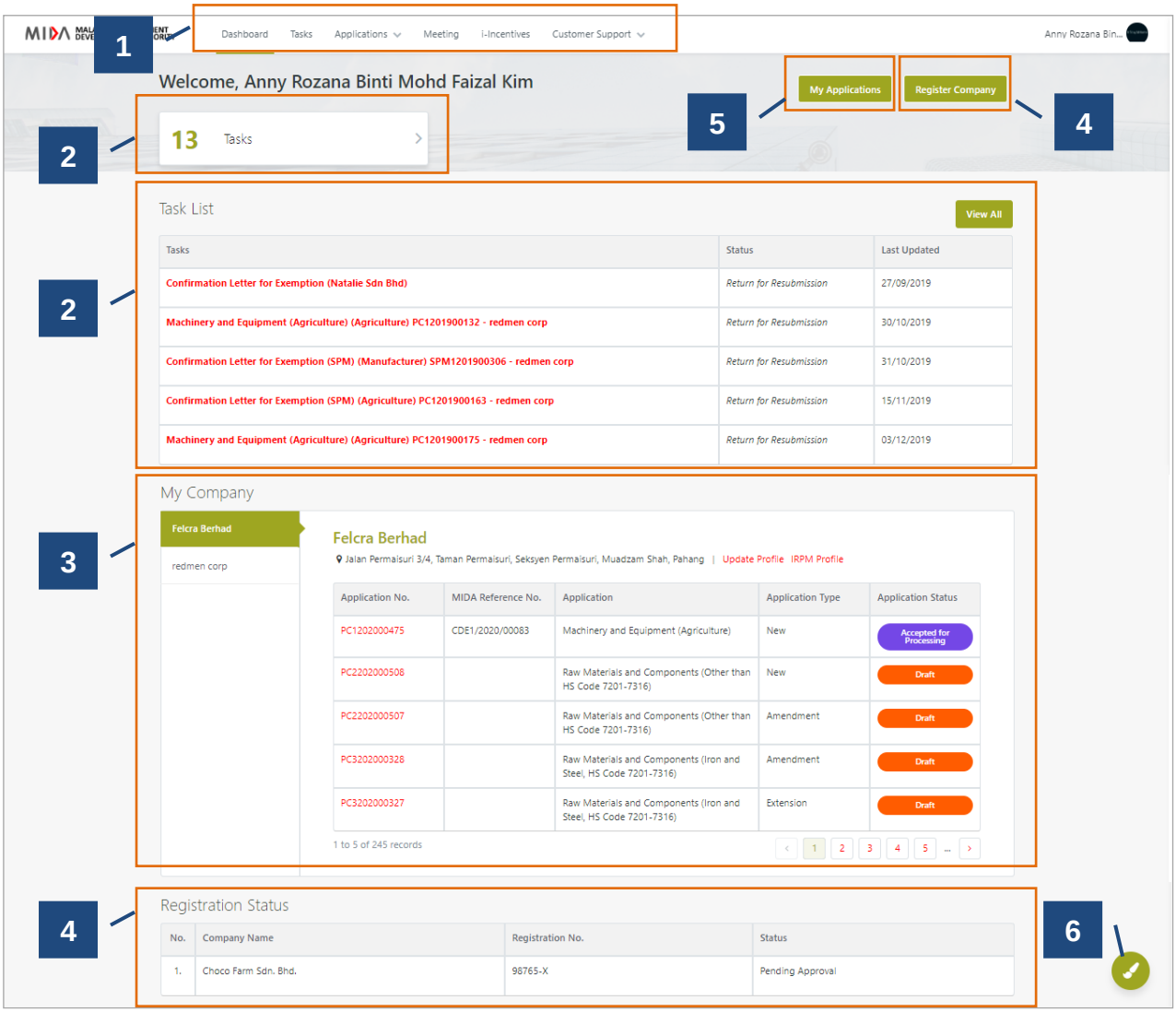


7. Applicant needs to register company details before proceed to apply applications.



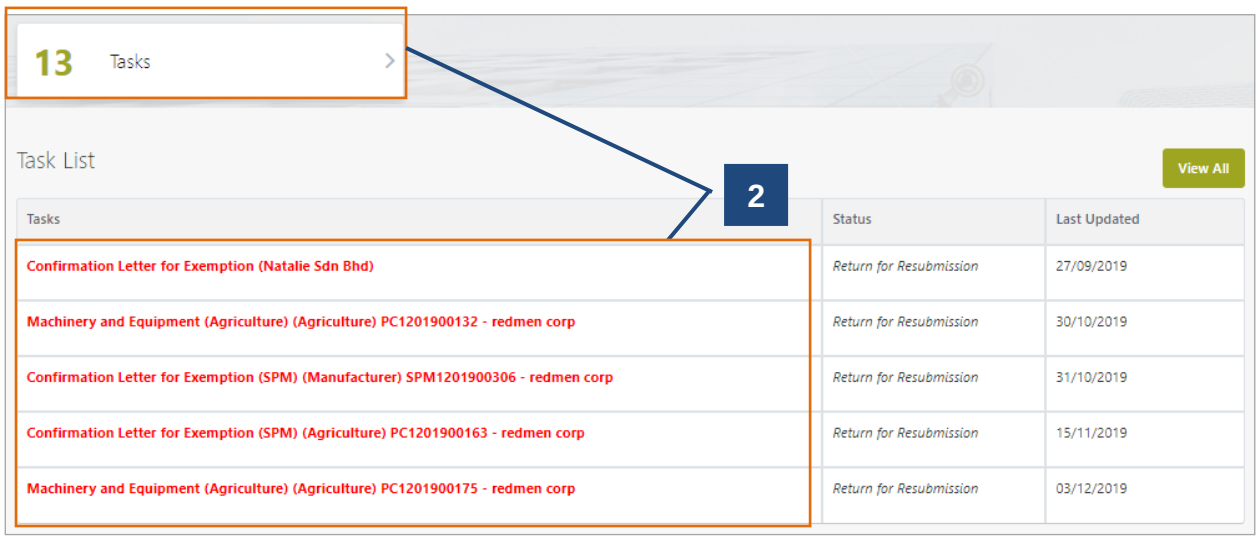
8. Click **[Register Company]** and refer to 2.2.3 for further details.

2.3 Dashboard Page

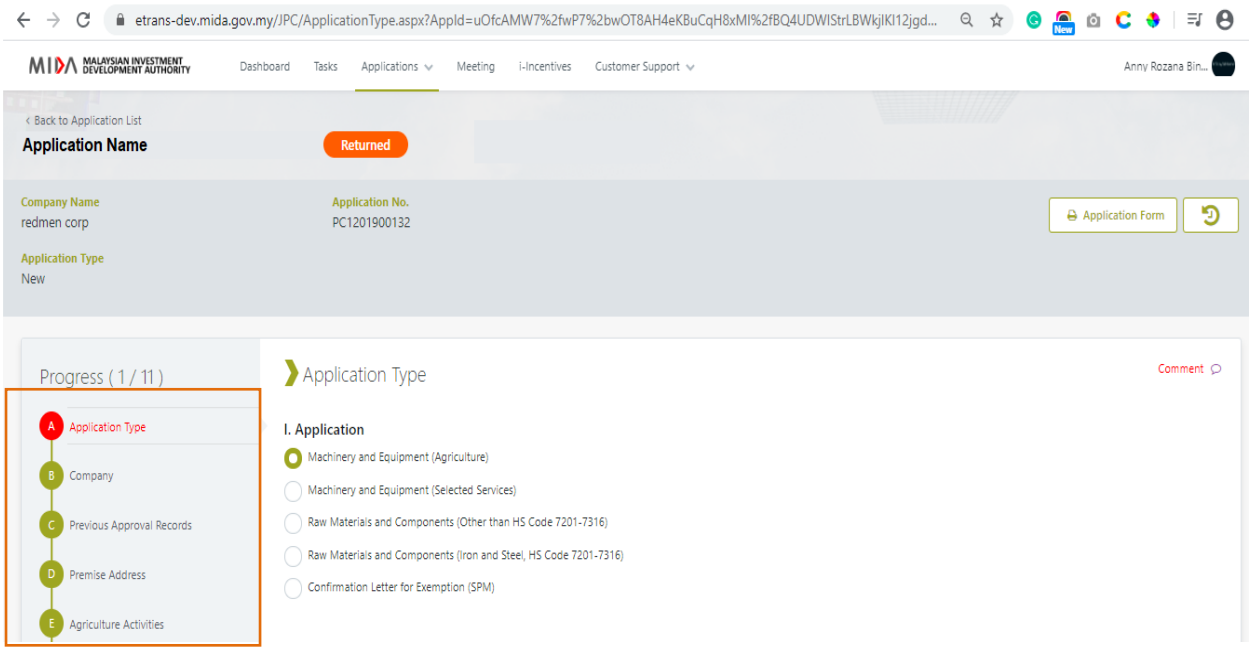


1. The **Main Menu** is a menu that will be on every page to make it easy for users to access each page.
2. The **Tasks and Task List** shall display a task list that needs to take action by the applicant **(Refer 2.2.1 Task List)**.
3. **My Company** shall display a list of companies and applications for the applicant **(Refer 2.2.2 My Company)**.
4. **Register Company** to allow applicants to create a new company **(Refer 2.2.3 Register Company)**.
5. **My Applications** shall display a list of applications for the company and to create new application **(Refer 2.2.4 My Applications)**.
6. **Color Brush** to customize the theme **(Refer 2.2.5 Color Brush)**.

2.3.1 Task and Task List

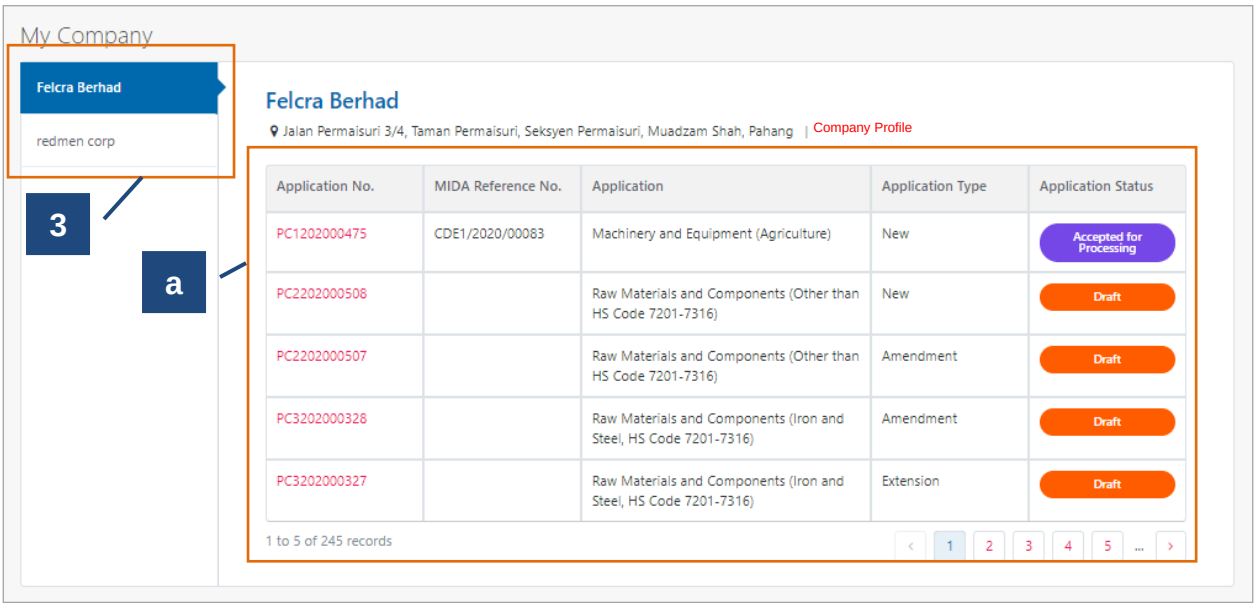


2. Click the application and below page shall be displayed.



Applications that are returned by the officer for correction purposes or for more information will be listed on the task list.

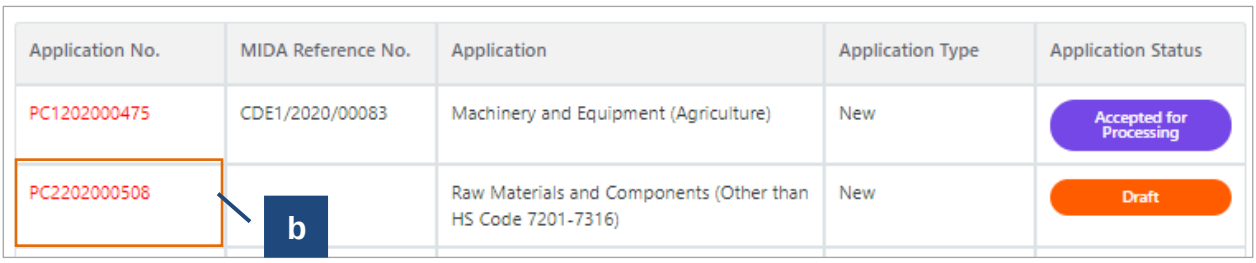
2.3.2 My Company



My Company section include 3 main items which are a list of companies, a list of applications, and a company profile update.

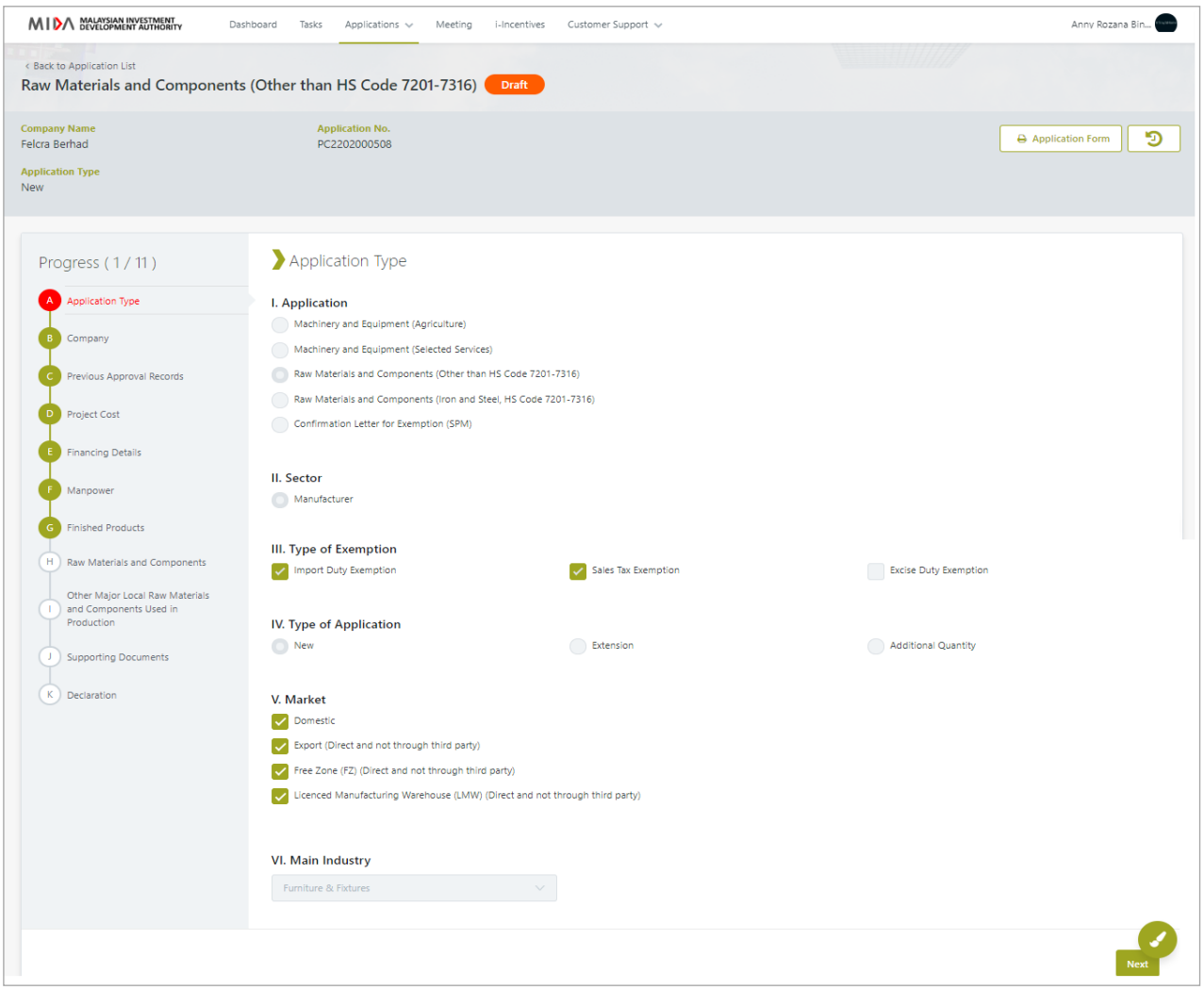
3. Select any of the listed **companies**

   A list of applications for the company shall be displayed.

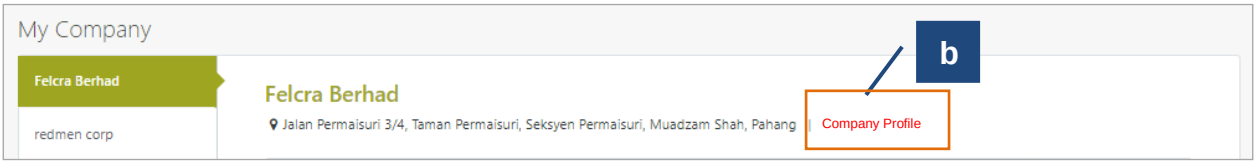


a. Click the **[Application No.]** link

   The application page shall be displayed.



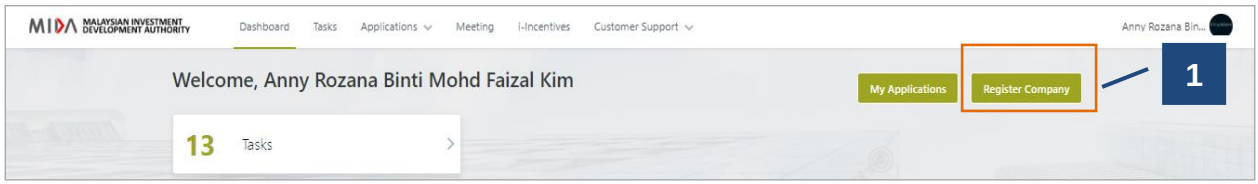
The system shall display all sections and the section details. The company can view, update, and delete the information.



b. Click the **[Company Profile]** link

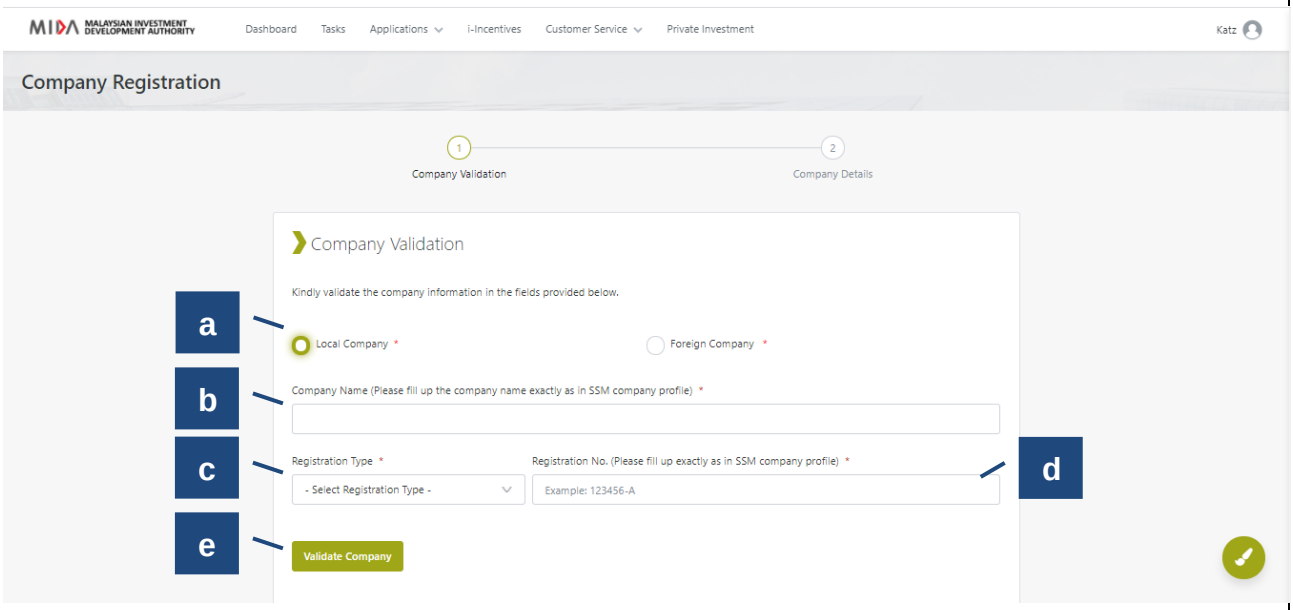
Company Profile Details page shall be displayed (**Refer IRPM User Guide Chapter 3 - IRPM**)

2.3.3 Local Company Registration



1. Click the **[Register Company]** button

   Register Company page shall be displayed.



a. Select Local company.

b. Enter the exact details for Company Name * (This includes symbol characters (.) and abbreviations (Sdn Bhd));

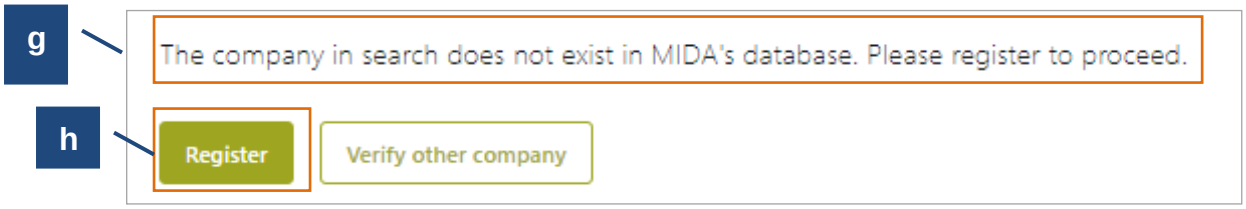
c. Registration Type *;

d. Registration No. *; and

e. Click the **[Validate Company]** button

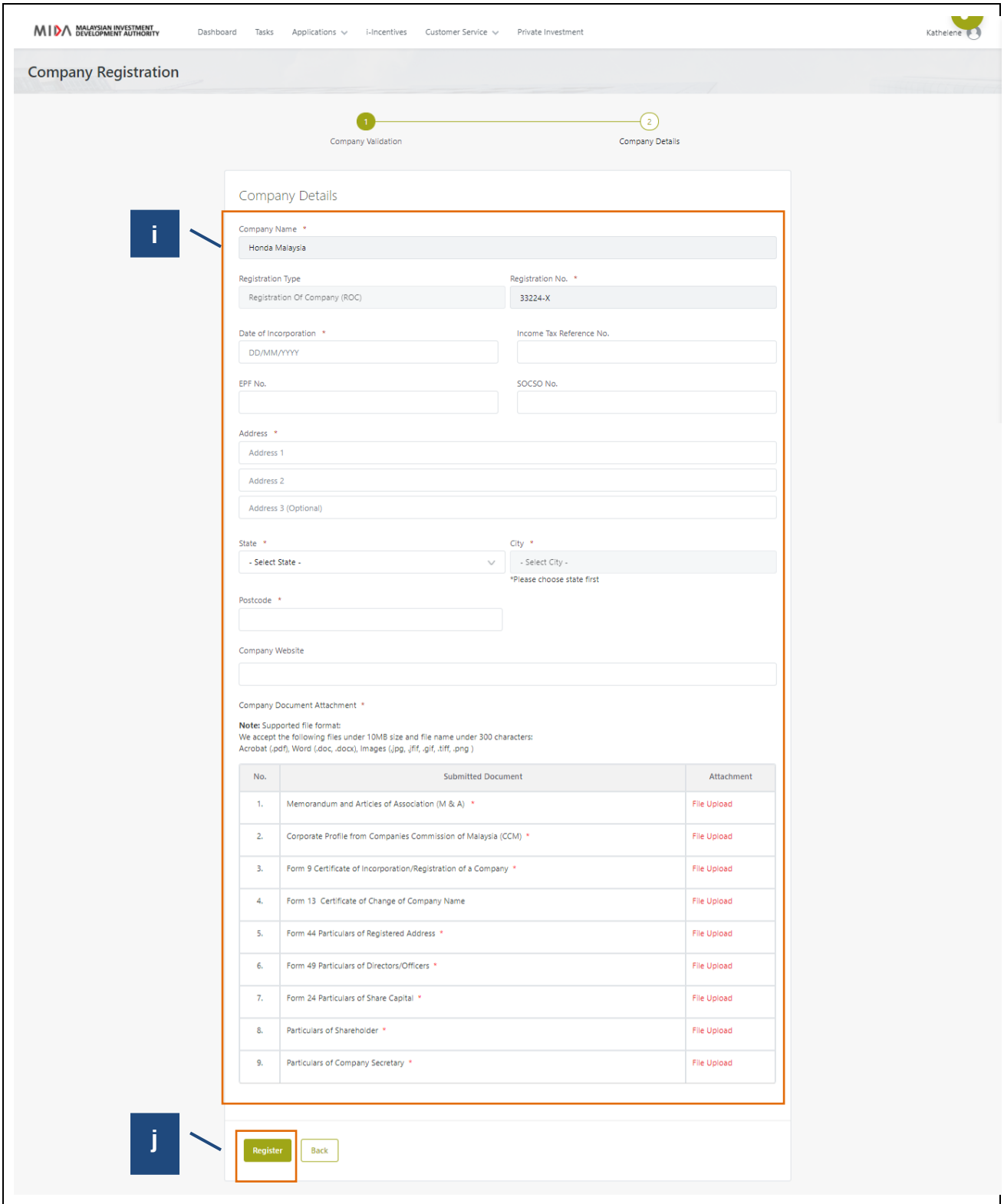


f. If the company is registered with MIDA, the system will display the above message.



g. If the company is not registered with MIDA, the system will display the above message.

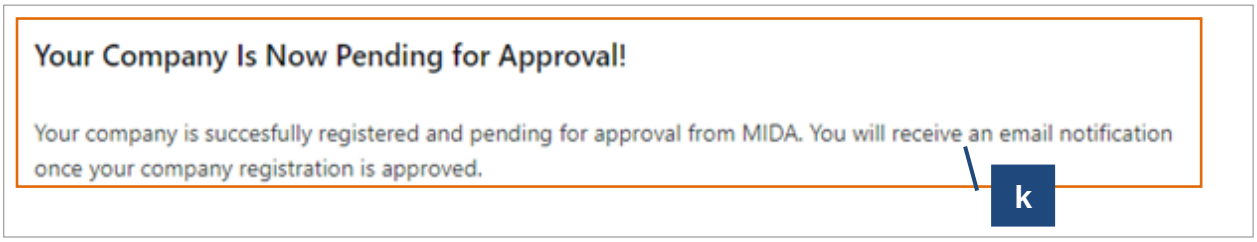
h. Click the **[Register]** button to proceed with company registration.



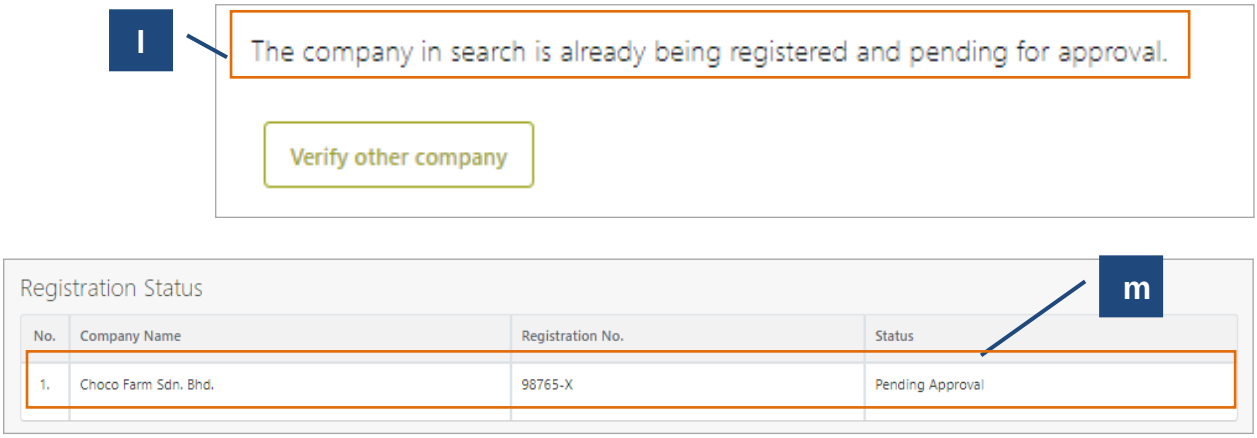
i. Enter company details such as:
    i. Date of Incorporation *

ii. Income Tax Reference No.
iii. SOCSO No.
iv. EPF No.
v. Address *
vi. State *
vii. City *
viii. Postcode *
ix. Company Website
x. Company Document Attachment *

j. Click the **[Register]** button

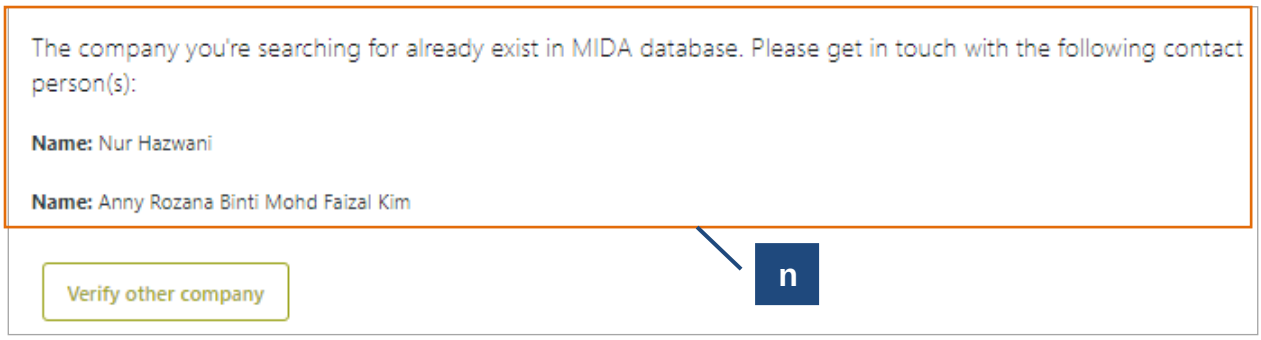


k. The system will prompt the above message. Once the result is ready, the user will receive an email.

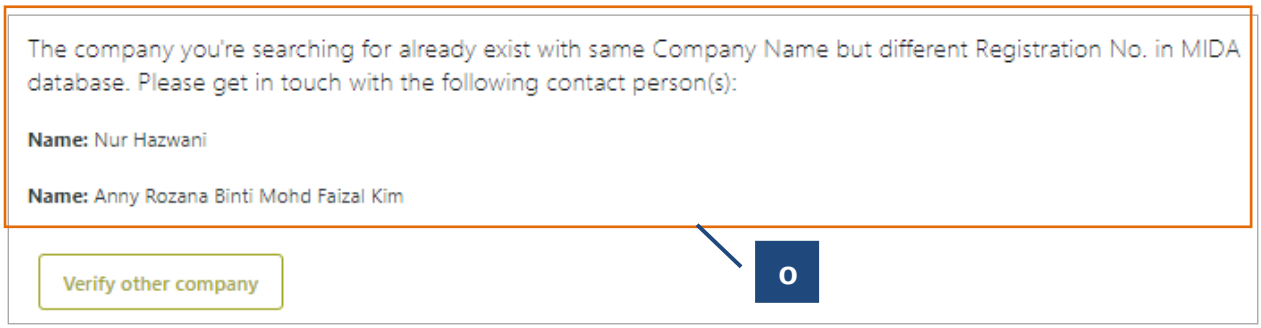


l. This validation shall be displayed if the company in search is already being registered and pending for approval.

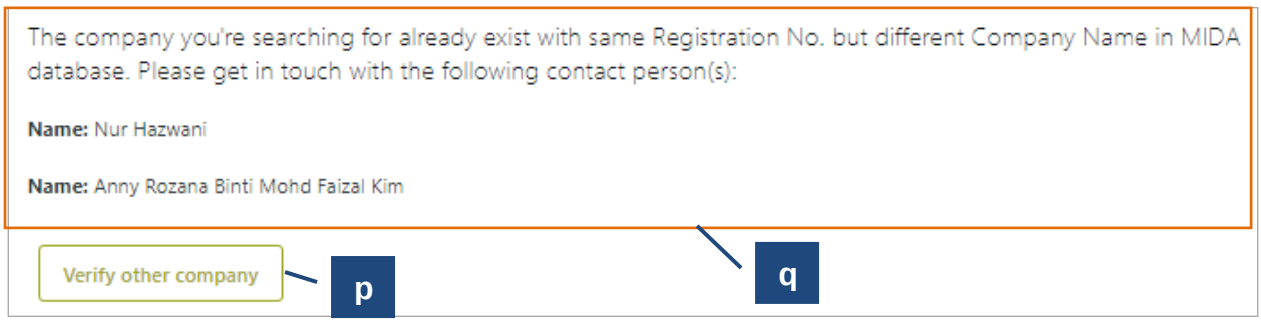
m. **Registration Status** will be displayed on the dashboard.



n. This validation shall be displayed if the company in search already exists.



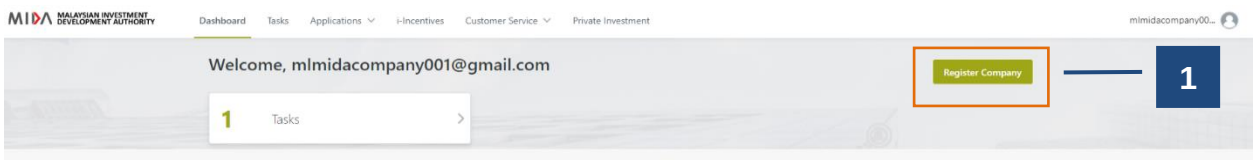
o. This validation shall be displayed if the company in search already exists but with different Registration No.



p. This validation shall be displayed if the company in search already exists with the same Registration No. but different Company Name.

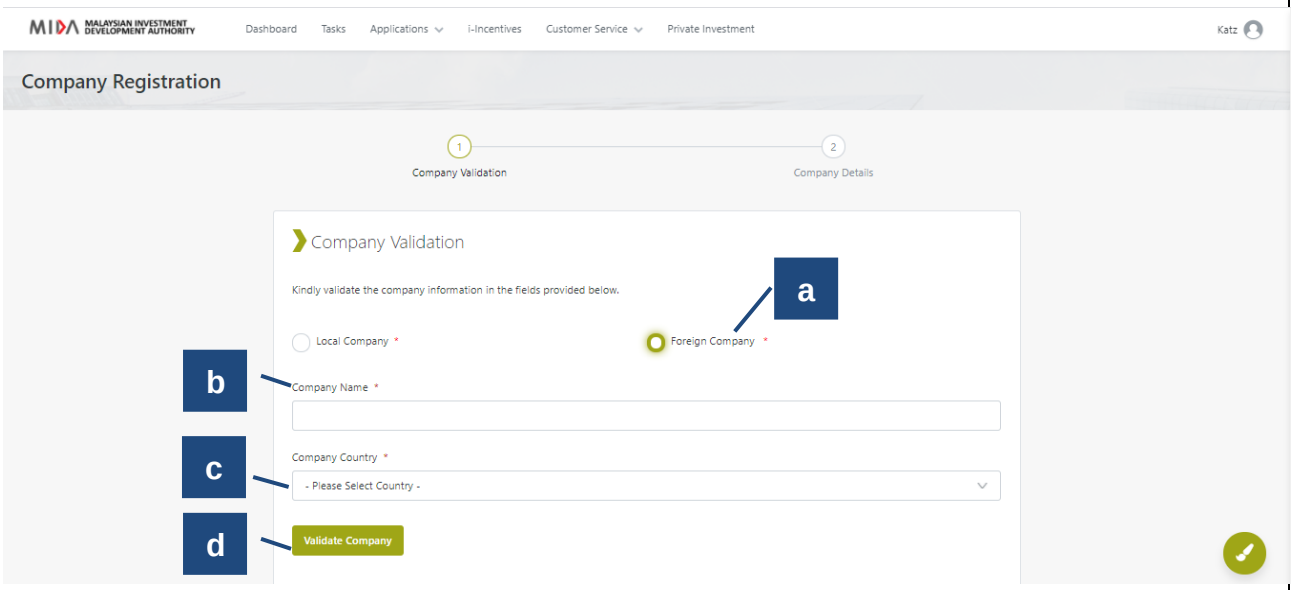
q. Click the **[Verify other company]** button to verify other companies.

2.3.4 Foreign Company Registration



1. Click the **[Register Company]** button

   Register Company page shall be displayed.



a. Select Foreign Company.

b. Enter the exact details for Company Name * (This includes symbol characters (.) and abbreviations (Sdn Bhd));

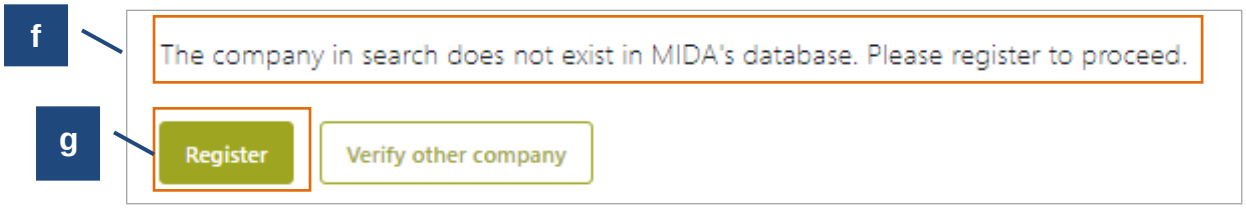
c. The company's country *;

d. Click the **[Validate Company]** button



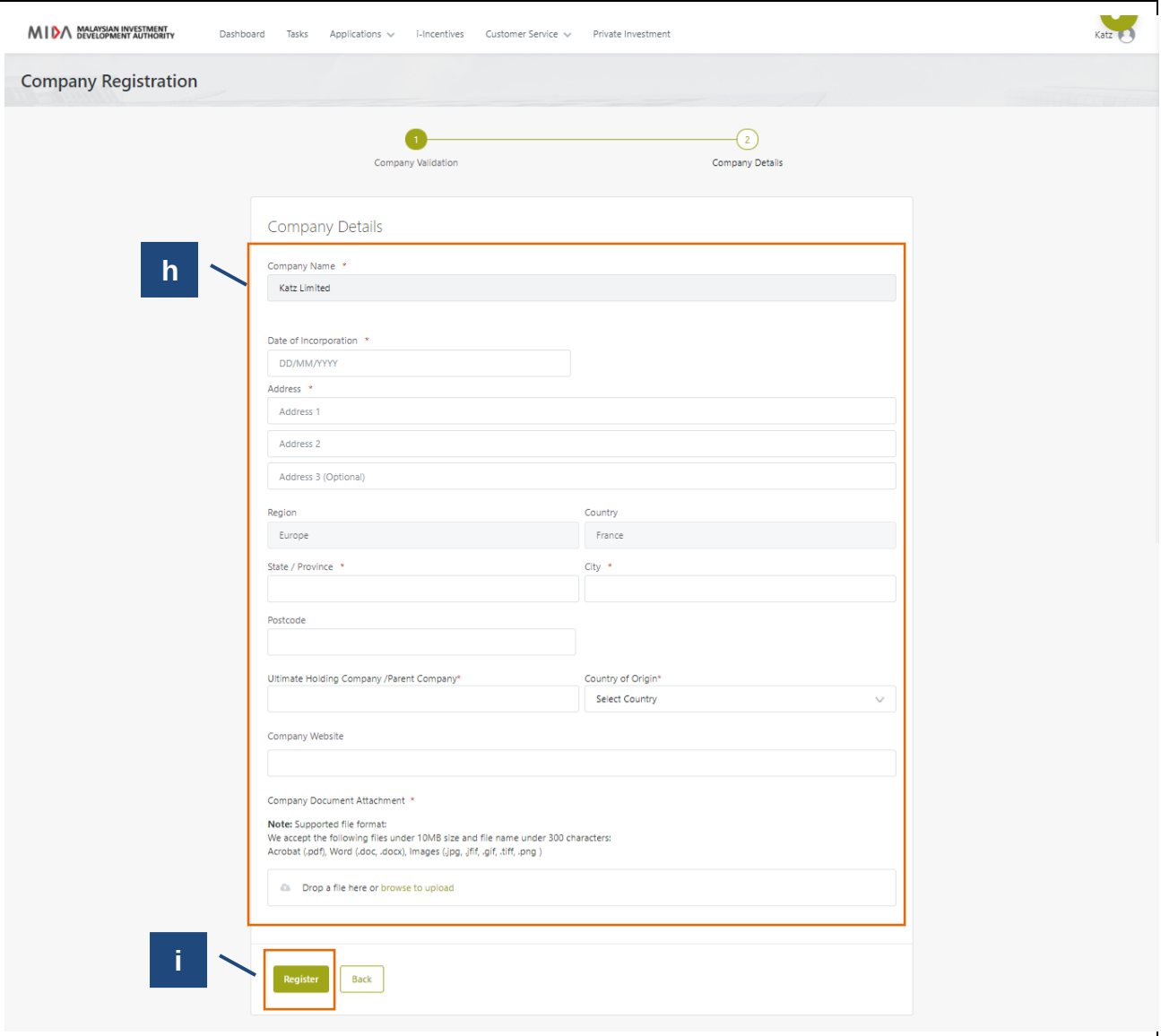
e. If the company is registered with MIDA, the system will display the above

message.



f. If the company is not registered with MIDA, the system will display the above message.

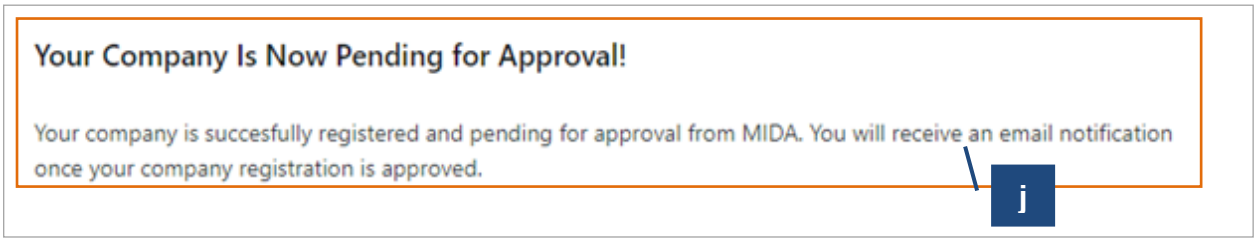
g. Click the **[Register]** button to proceed with company registration.



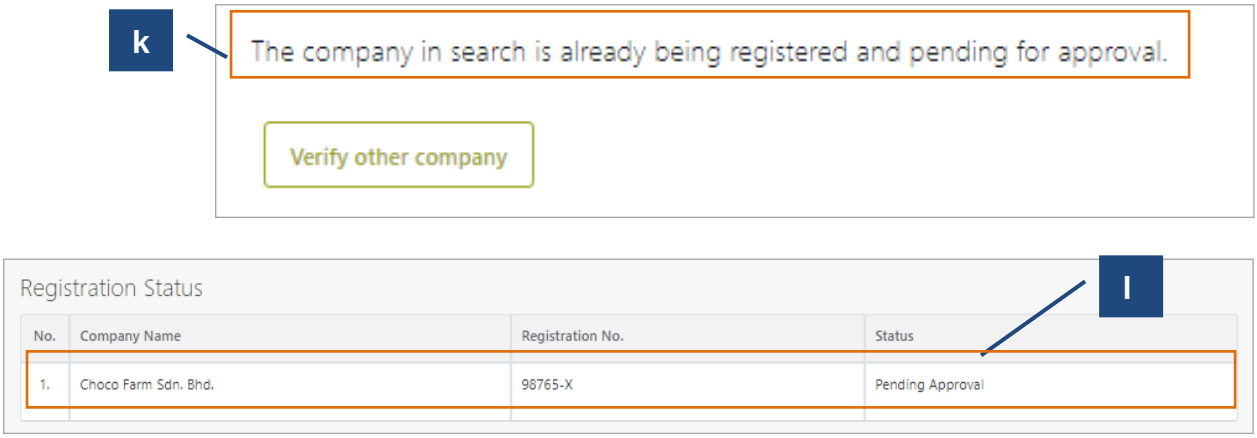
h. Enter company details such as:

i. Date of Incorporation *
ii. Address *
iii. State *
iv. City *
v. Postcode *
vi. Ultimate Holding Company/Parent Company
vii. Country of Origin
viii. Company Website
ix. Company Document Attachment *

i. Click the **[Register]** button

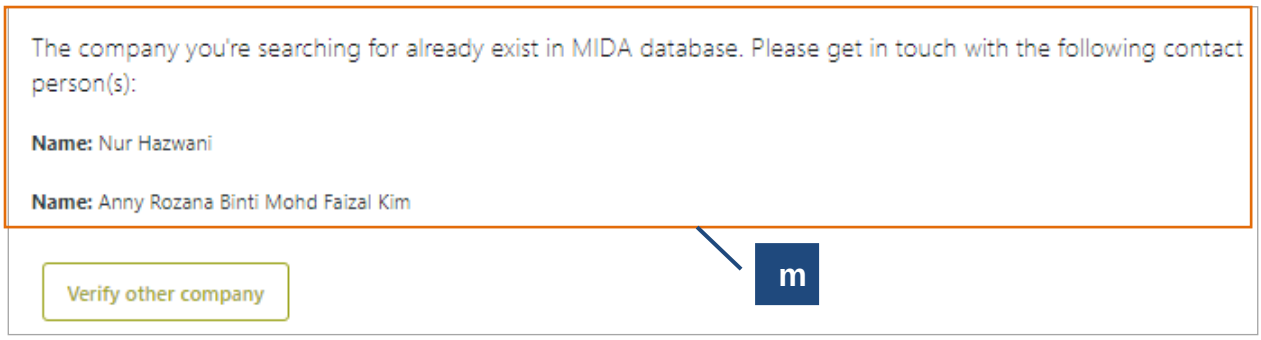


j. The system will prompt the above message. Once the result is ready, the user will receive an email.



k. This validation shall be displayed if the company in search is already being and pending for approval.

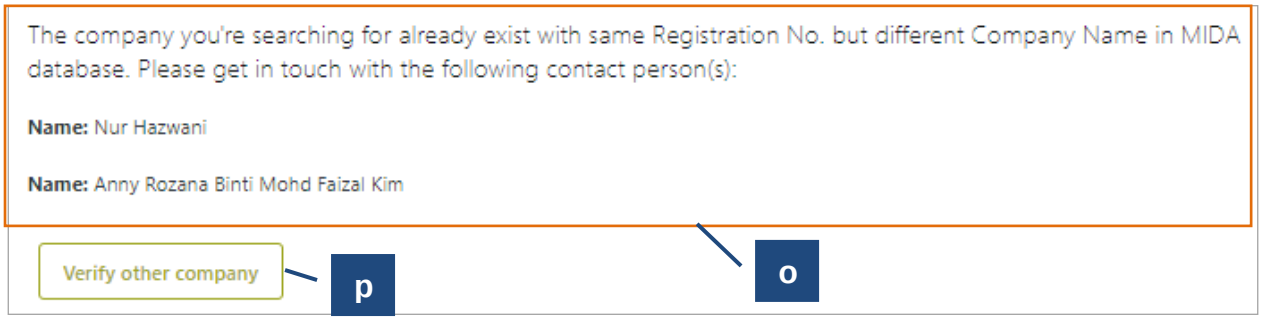
l. **Registration Status** will be displayed on the dashboard.



m. This validation shall be displayed if the company in search already exists.

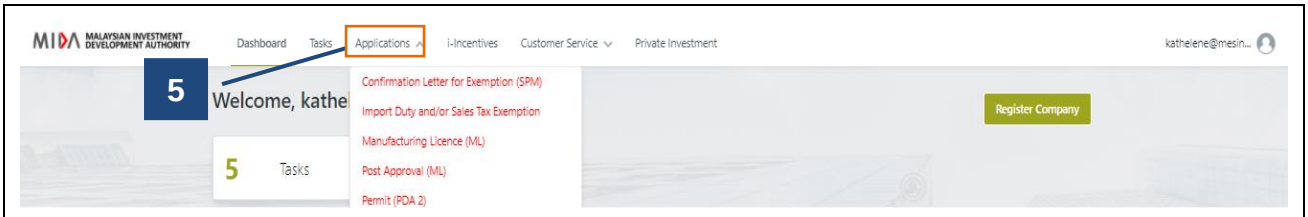


n. This validation shall be displayed if the company in search already exists but with different Registration No.



o. This validation shall be displayed if the company in search already exists with the same Registration No. but different Company Name.
p. Click the **[Verify other company]** button to verify other companies.

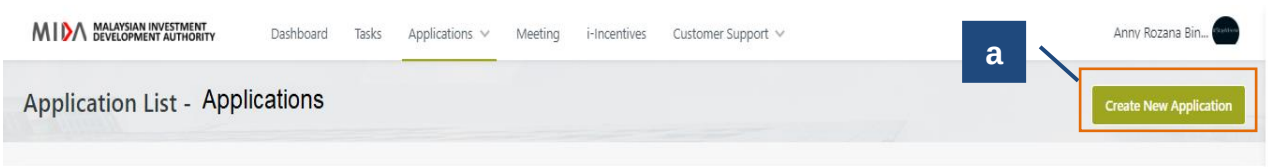
2.3.5 **Applications**



3. Click the **[Applications]** menu

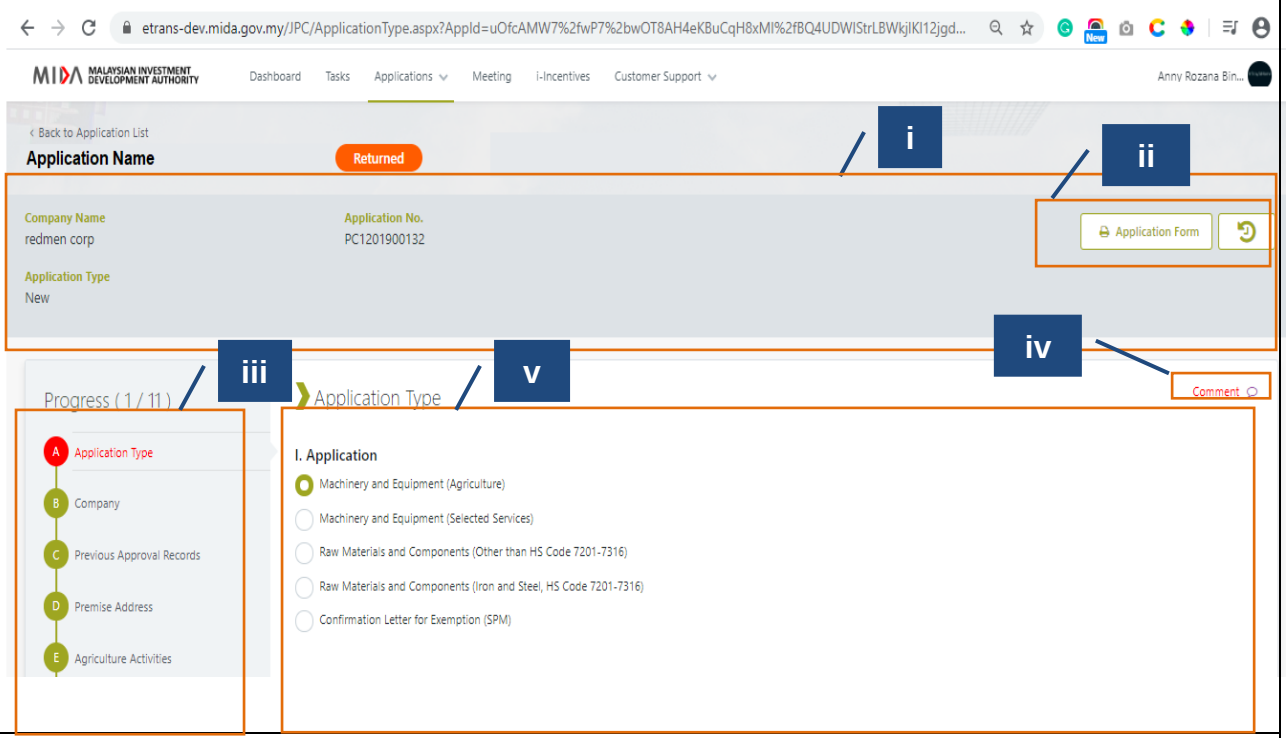
   The system will display all online applications in the dropdown menu.

   Click on the selected application the system will redirect to the **'Application'** page.



a. Click the **[Create New Application]** button

   Depending on the selected application the system will redirect to the **'Application' or 'Application Wizard'**. Click the **[Create New Application]** button and the system will redirect to the **'Application Form'**.



There is 4 component in the **'Application Form'** page which are:

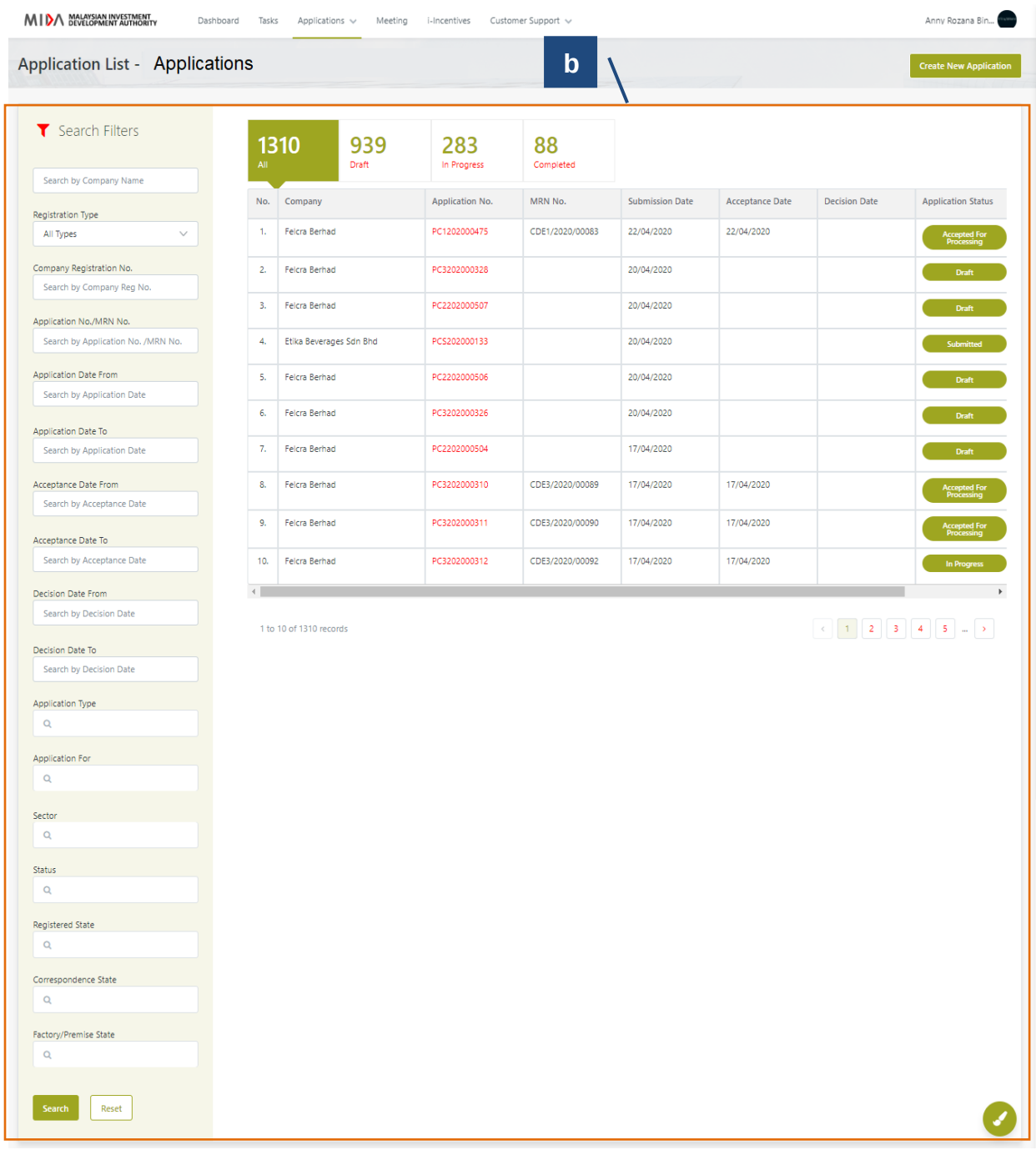
ii. **Banner** - will display basic application information such as:
    - Company Name
    - Application No. and
    - Application Type

iii. List of **Buttons** - will display Application Form Print Preview and Application Trail

iv. List of **Sections** - will display all sections involved in the application form

v. Section's **Comment** – MIDA officers and Applicant/Company can post, response and read comments related to the section.

vi. **Application Form** - will display the detailed application form and need to fill in by the applicant/company



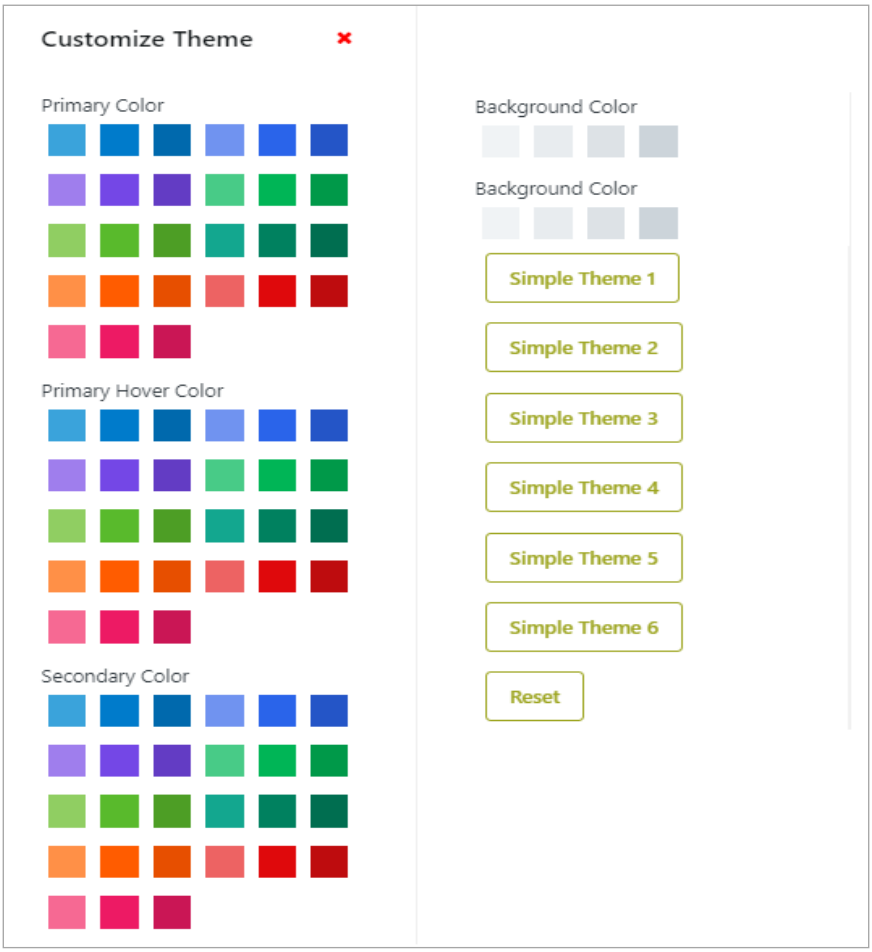
b. The system provides a search page for applicant/company to search the application information by entering information such as Company Name, Application No., MIDA Reference No., Sector, Status, and a combination of some application information.

2.3.6 **Color Brush**



4. Click the **[Color Brush]** icon

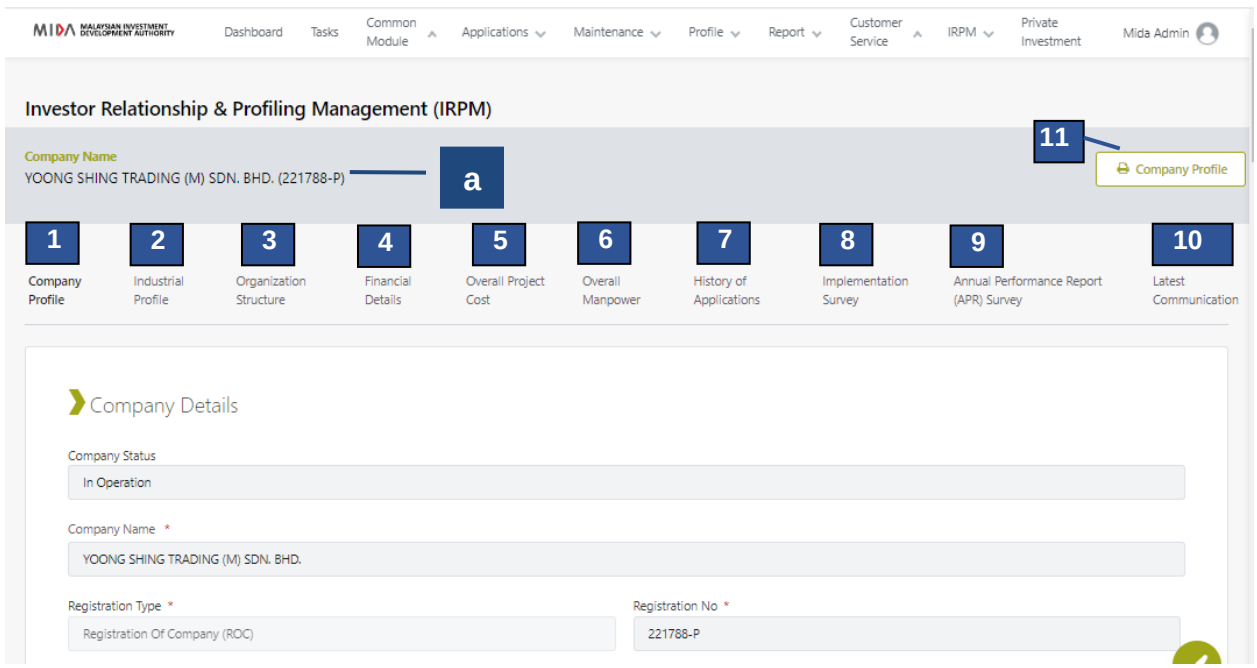
   The customize theme screen shall be displayed.



The applicant should be able to customize the InvestMalaysia theme by clicking Primary, Hover, Secondary, and Background Color. Customize themes can be saved and can be changed anytime. The theme can be reset as a default theme by clicking the **'Reset'** button.

Chapter 3 IRPM

3.1 IRPM Landing Page

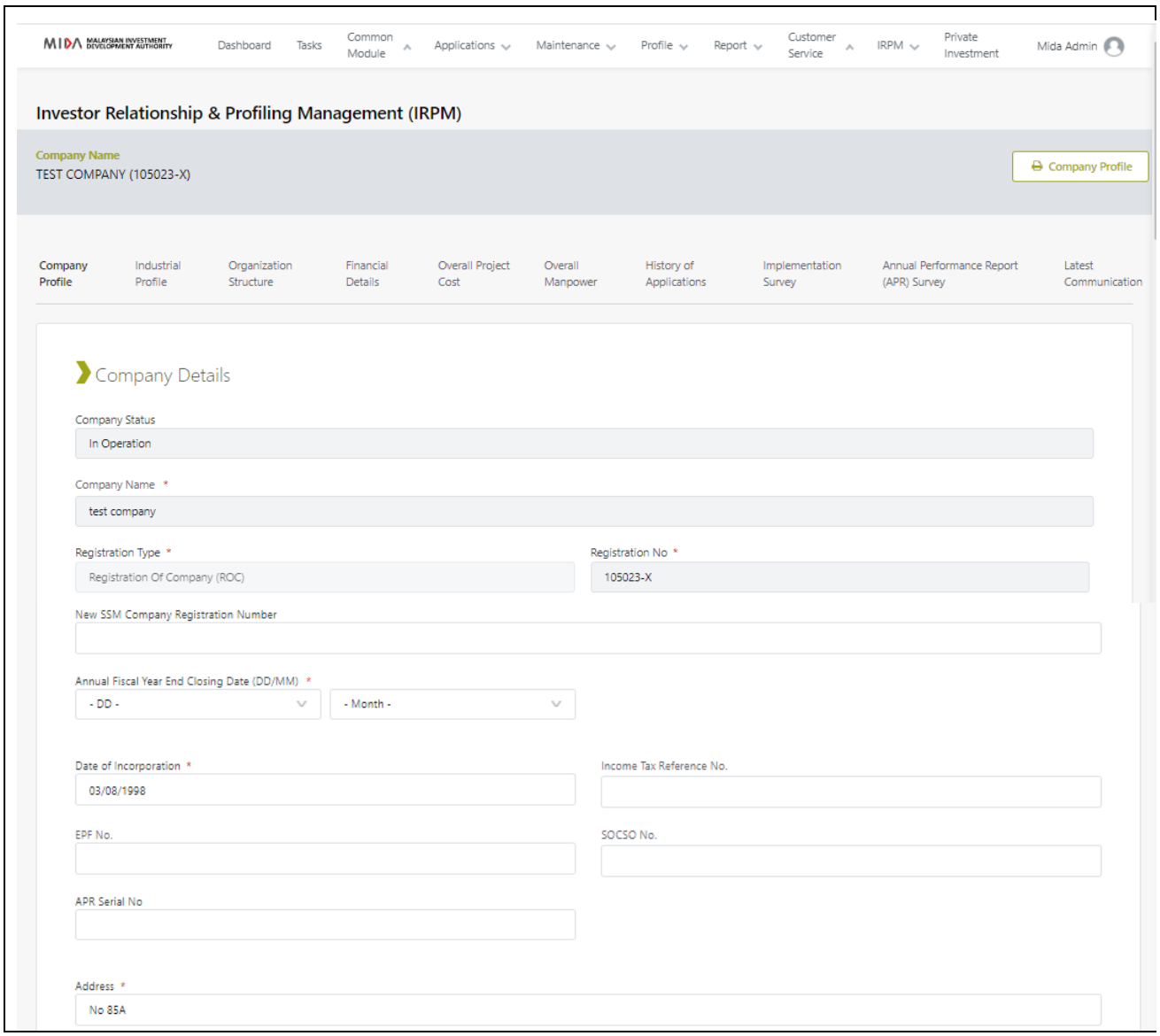


a. Company Name

1. Company Profile
2. Industrial Profile
3. Origanzation Structure
4. Financial Details
5. Overall Project Cost
6. Overall Manpower
7. History of Application
8. Implemetation Survey
9. APR Survey
10. Latest Communication

11. Print Company Profile

3.2 Company Profile



Jalan SS14/5C

Address 3 (Optional)

Region *: Asia

Country *: Malaysia

State *: Selangor

City *: Subang Jaya

Postcode *: 47500

Phone No.:

Company Email:

Fax No.:

Company Website:

Total Employment: 245

Company Background *

Scot Industry Berhad was founded in 1998. It is located in the core area of economical zone in the center of Subang jaya, Selangor. The annual sales of it is over RM100 million, focusing on iron and steel industry. It also has a coordinated development in financial investment, logistics and trade, equipment manufacturing, industrial service and urban service on the foundation of iron and steel industry.

Particular Board of Director *

No.	Name	Nationality	Shares Held in the Company

Add Record

Total 0 %

Contact Person *

No.	Title *	Name *	Designation *	Email *	Phone No. *	Fax No.	Action
1.	Mrs.	Faridah	Manager	faridah@mesiniaga.com.my	0102347171		
2.	Ms.	Fara Naz	Manager	farashida.nazari@gmail.com	0111111111		

Add Record

DIGITAL CERTIFICATE REGISTRATION

Digital certificate is used for signing the online application submission. Only individuals at the Manager level or higher are authorized to sign and submit applications. Click "Add Record" to register and purchase a new digital certificate.

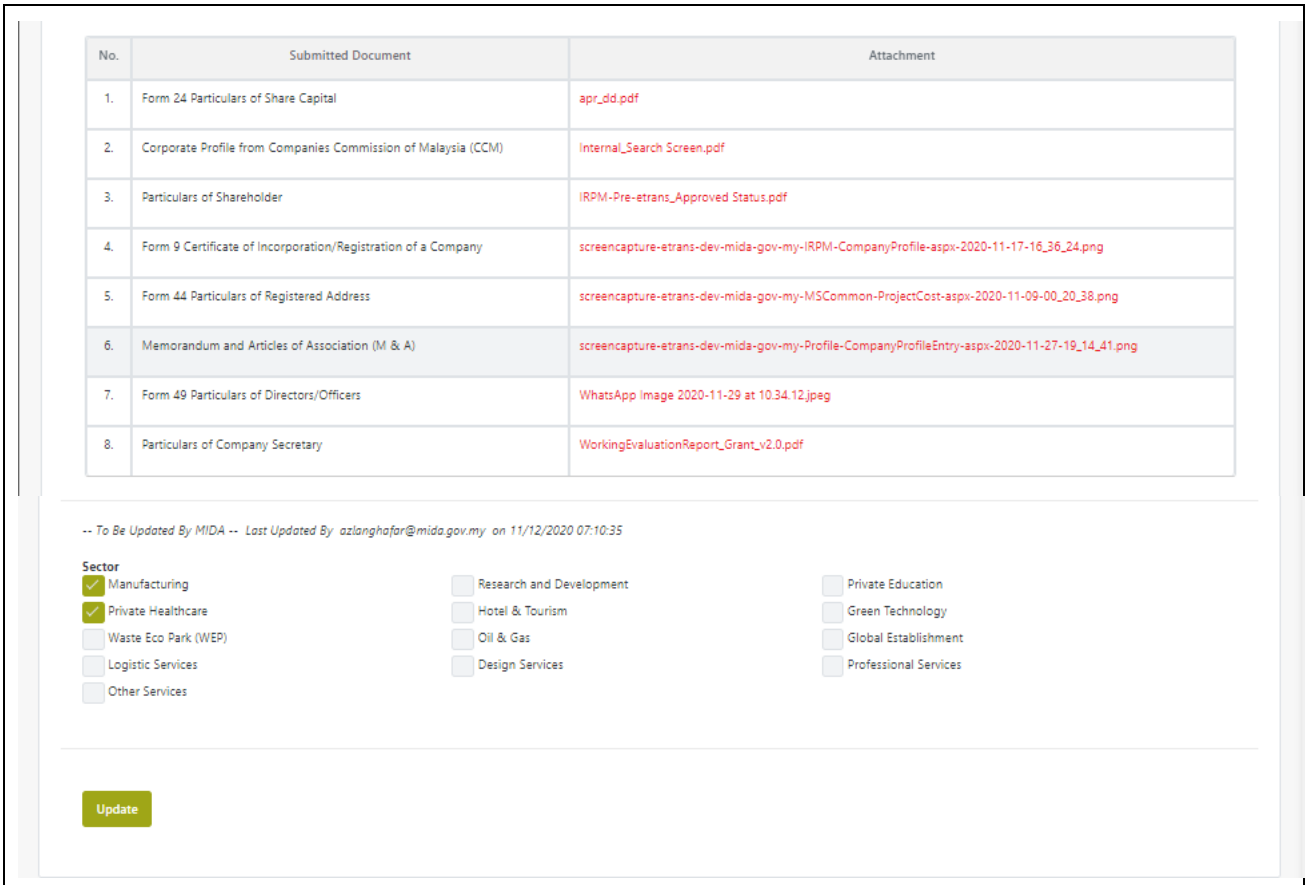
Authorised Person (The position must be Manager level or higher)

No.	Title	Name *	Designation *	ID Type *	Identity Card/ Passport No. *	Citizenship *	Email *	Phone No. *	Supporting Document	Status	Action	Payment History
1.	Mr.	Li ... ng	Manufacturing Director	Passport	E 969 I	Please Select	lihy1@risenenergy.com	0 121 1896	NRIC/Passport Other Supporting Documents	Pending Payment	Proceed to Payment	View
2.	Mr.	Soap	Manager	National Identity Card	0 9066***78	MALAYSIA	pohmy@mesiniaga.com.my	0122222222	NRIC/Passport Other Supporting Documents	Active Validity : 12/12/2024 01:38:49 12/12/2025 01:38:49	Reset PIN Request to Revoke	View

Add Record

Voucher

No.	Voucher Number	Application For *	Application Type *	Expiry Date *	Status *	Remarks *	Refund Application No	Supporting Document
1.	V2025001	Compliance Assessment Form (CAF) for Incentive	Other	12/02/2025	Expired	test		
2.	V2025002	C-Suite Application	Other	13/02/2025	Inactive	123		



No.	Submitted Document	Attachment
1.	Form 24 Particulars of Share Capital	apr_dd.pdf
2.	Corporate Profile from Companies Commission of Malaysia (CCM)	Internal_Search Screen.pdf
3.	Particulars of Shareholder	IRPM-Pre-etrans_Approved Status.pdf
4.	Form 9 Certificate of Incorporation/Registration of a Company	screencapture-etrans-dev-mida-gov-my-IRPM-CompanyProfile-aspx-2020-11-17-16_36_24.png
5.	Form 44 Particulars of Registered Address	screencapture-etrans-dev-mida-gov-my-MSCommon-ProjectCost-aspx-2020-11-09-00_20_38.png
6.	Memorandum and Articles of Association (M & A)	screencapture-etrans-dev-mida-gov-my-Profile-CompanyProfileEntry-aspx-2020-11-27-19_14_41.png
7.	Form 49 Particulars of Directors/Officers	WhatsApp Image 2020-11-29 at 10.34.12.jpeg
8.	Particulars of Company Secretary	WorkingEvaluationReport_Grant_v2.0.pdf

-- To Be Updated By MIDA -- Last Updated By azlanghafar@mida.gov.my on 11/12/2020 07:10:35

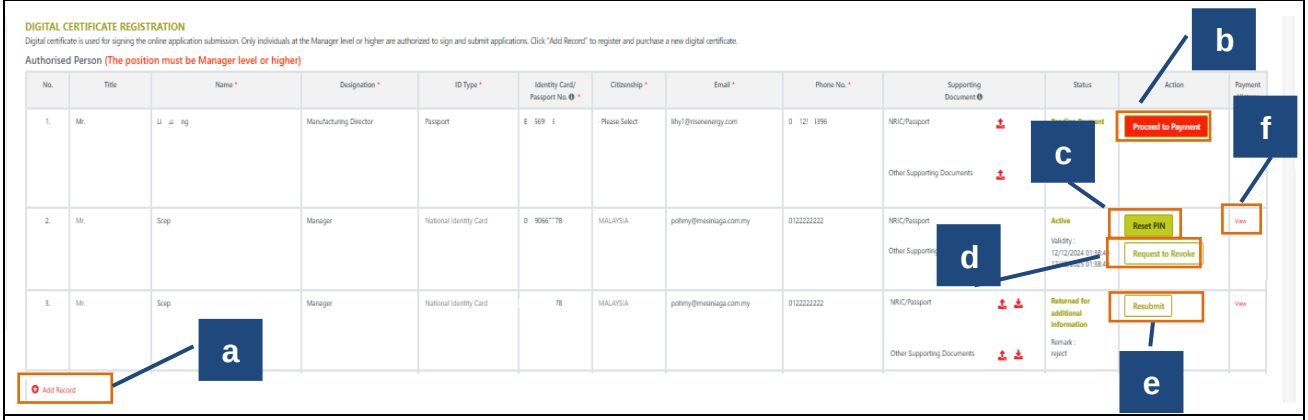
Sector

- [x] Manufacturing
- [x] Private Healthcare
- [ ] Waste Eco Park (WEP)
- [ ] Logistic Services
- [ ] Other Services
- [ ] Research and Development
- [ ] Hotel & Tourism
- [ ] Oil & Gas
- [ ] Design Services
- [ ] Private Education
- [ ] Green Technology
- [ ] Global Establishment
- [ ] Professional Services

Update

1. Fill-in required details and click update.

2. Digital Certificate Registration for an Authorised Person (The position must be at the Manager level or higher).



a) Click “Add Record” to register a new Digital Certificate for the Authorized Person.

b) Click [Proceed to Payment] to complete the payment for a new Digital Certificate.

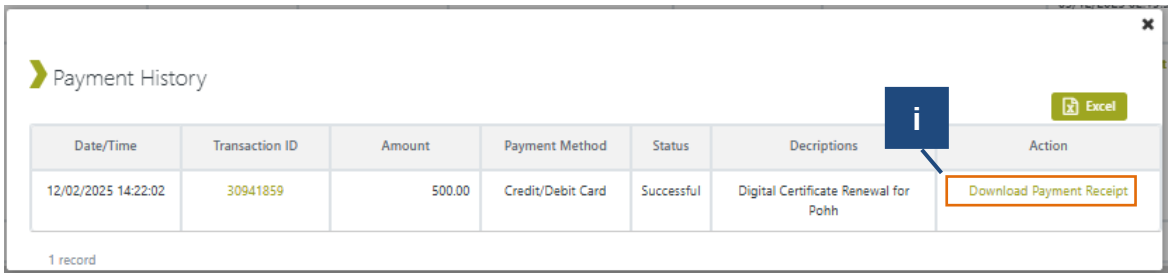
c) Click [Reset PIN] to reset the Digital Certificate PIN. The system will send an email

notification to the authorised person's email with instructions to reset the PIN.

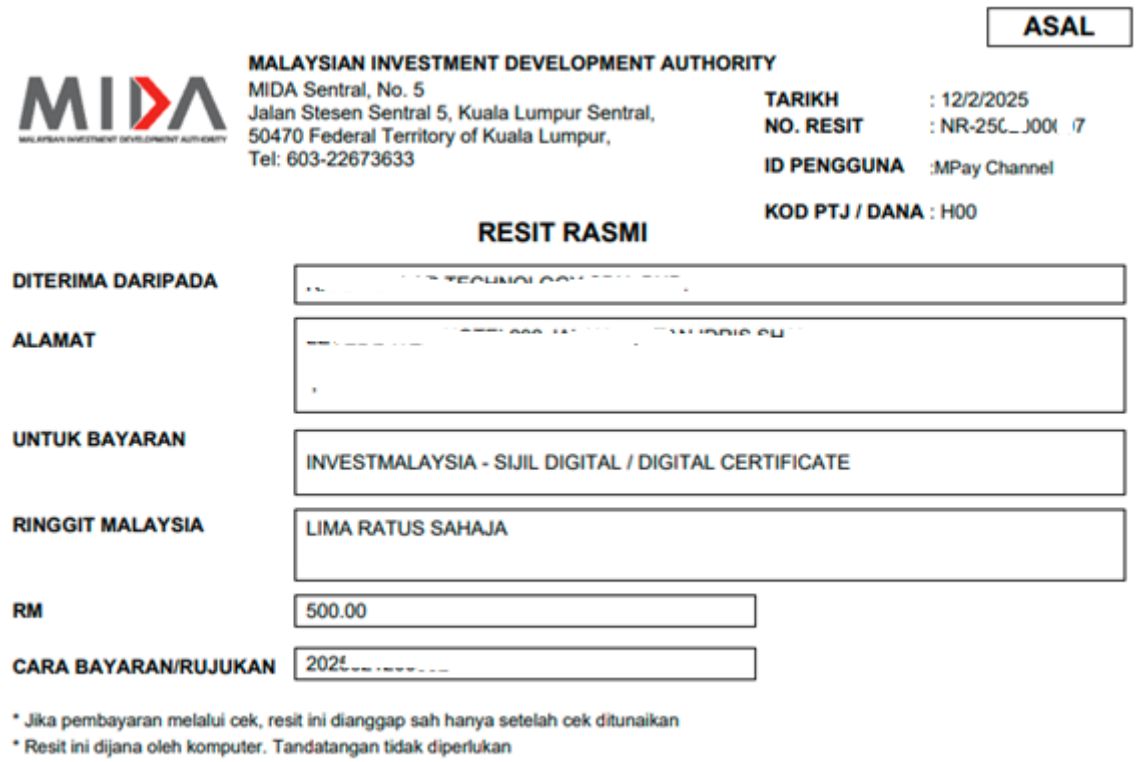
d) Click [Request to Revoke] to initiate the revocation of the Digital Certificate.

e) If the application is rejected, the system will send an email notification to the authorised person's email address. The contact person must update the authorised person's details based on the rejection reason and click [Resubmit] to submit the Digital Certificate again.

f) Click [View] to access the payment history of the authorised person.



i. Click [Download Payment Receipt] to view and download the payment receipt.



ASAL

MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
MIDA Sentral, No. 5
Jalan Stesen Sentral 5, Kuala Lumpur Sentral,
50470 Federal Territory of Kuala Lumpur,
Tel: 603-22673633

TARIKH : 12/2/2025
NO. RESIT : NR-25C_J00(7
ID PENGGUNA :MPay Channel
KOD PTJ / DANA : H00

RESIT RASMI

DITERIMA DARIPADA	
ALAMAT	
UNTUK BAYARAN	INVESTMALAYSIA - SIJIL DIGITAL / DIGITAL CERTIFICATE
RINGGIT MALAYSIA	LIMA RATUS SAHAJA
RM	500.00
CARA BAYARAN/RUJUKAN	202[redacted]

* Jika pembayaran melalui cek, resit ini dianggap sah hanya setelah cek ditunaikan
* Resit ini dijana oleh komputer. Tandatangan tidak diperlukan

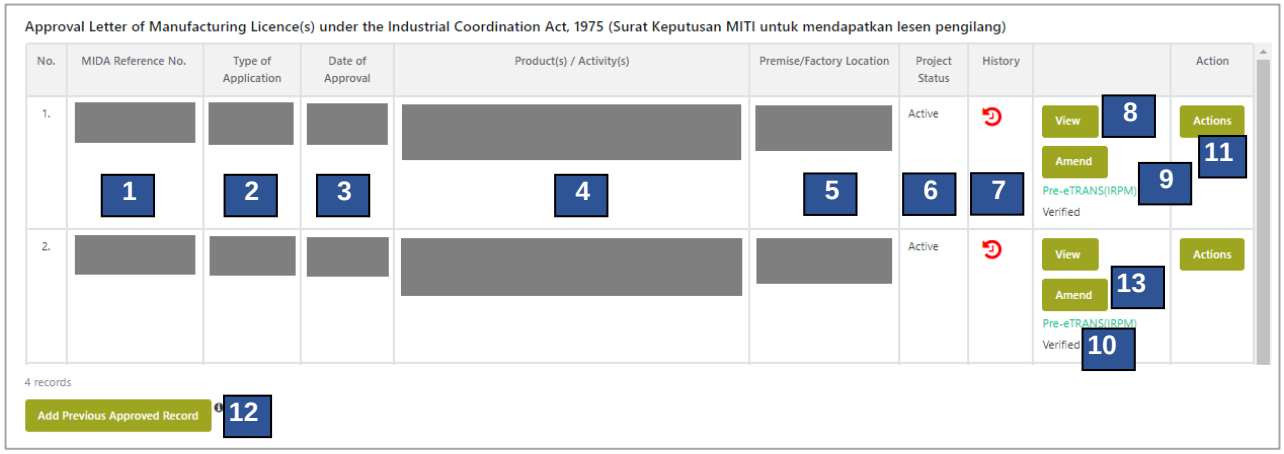
3. MIDA can issue a voucher to a company for certain applications, allowing to fully waiving the application fee. This waiver can be applied during the online submission process. During the process, the system will prompt the company with the option to apply for a waiver. The company can then select the voucher to utilise the waiver.

Voucher

No.	Voucher Number	Application For *	Application Type *	Expiry Date *	Status *	Remarks *	Refund Application No	Supporting Document
1.	V2025001	Compliance Assessment Form (CAF) for Incentive	Other	12/02/2025	Expired	test		
2.	V2025002	C-Suite Application	Other	13/02/2025	Inactive	123		

3.3 Industrial Profile

3.3.1 Approval Letter of Manufacturing Licence(s) under the Industrial Coordination Act, 1975 (Surat Keputusan MITI untuk mendapatkan lesen pengilang)



**InvestMalaysia formerly known as eTRANS.*

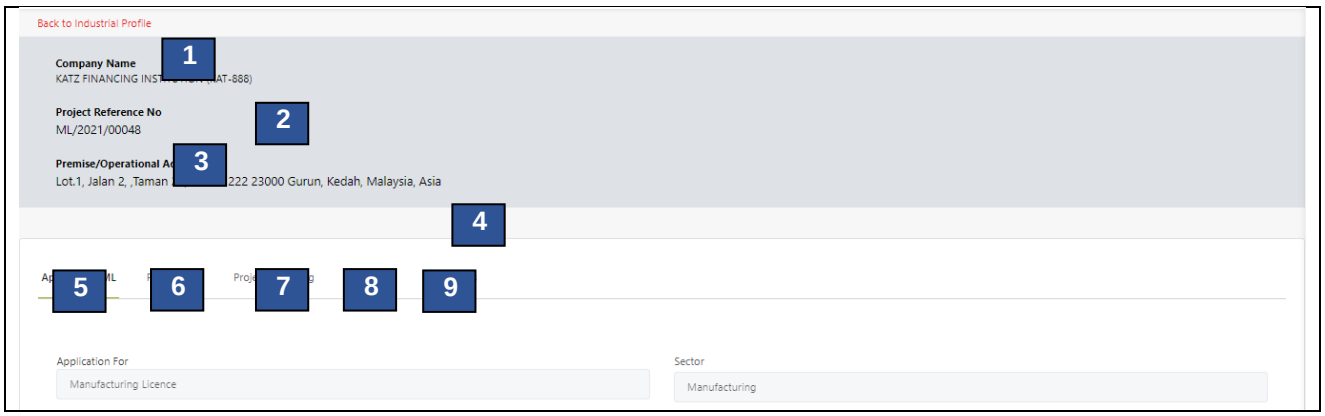
All approved Manufacturing Licence records will be listed in this table.

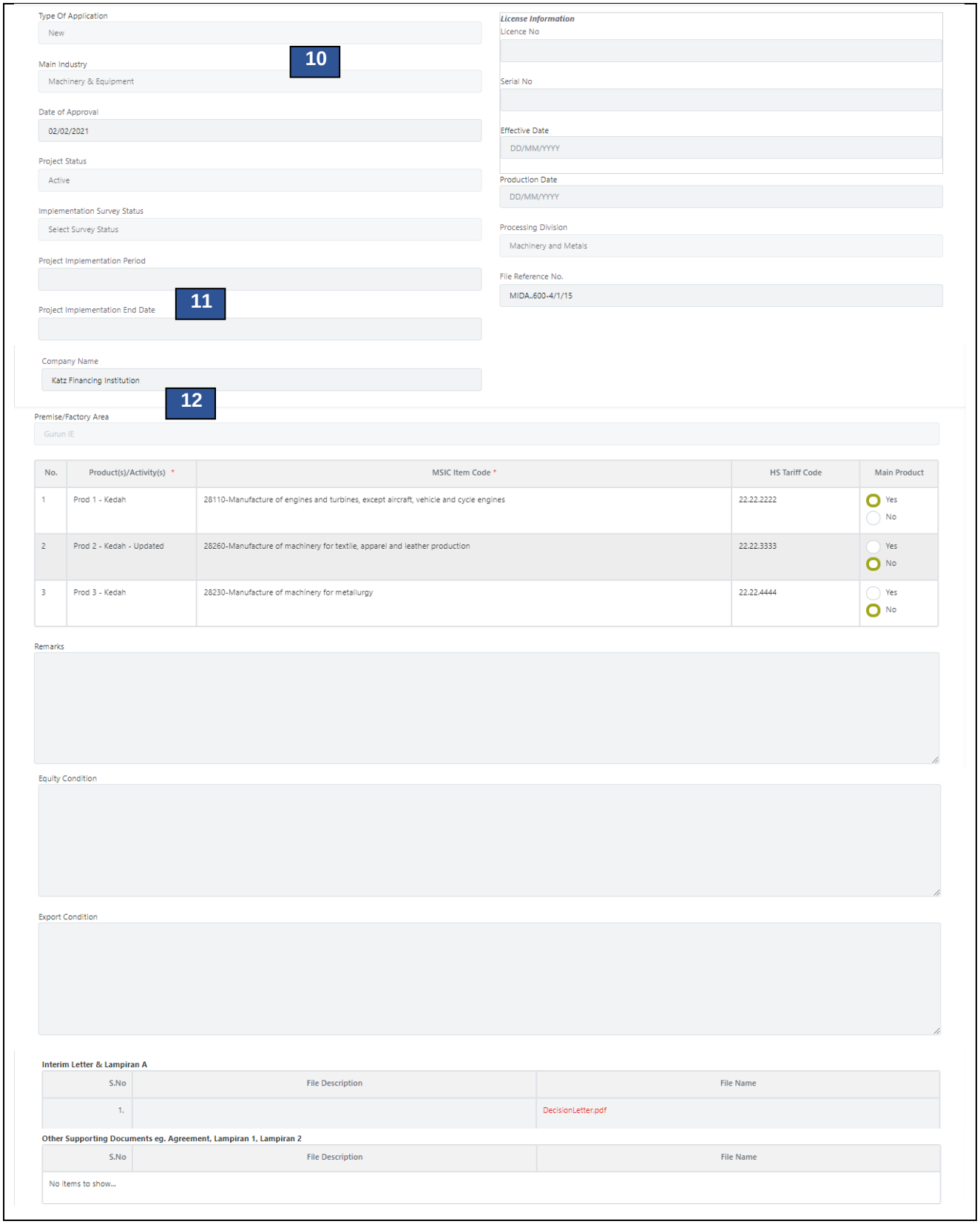
1. MIDA Reference No (MRN No): The Approved Project's MIDA Reference number.
2. Type is Application: either New or Expansion or Diversification or Regilarization.
3. Date of Approval: The date of approval of the application.
4. Product(s)/Activiti(s): The product or/and activity of the project.
5. Premise/Factory Location: The Premise/Factory Address.
6. Project Status: Active or Inactive.
7. History: Clicking the history icon will display the trail of changes for the selected record.
8. View button: Clicking this button will open the details of the approved record (refer 3.8.1.1).
9. Source (Version): Displays the Source of the record which can be from eTRANS or Pre-eTRANS. The Version shows the version of the record; from eTRANS, entered

from IRPM, migrated record etc.

10. Record Verification Status:
    i. Save records will be displayed as “Draft” and editable before submit.
    ii. Approved records form eTRANS system will be displayed as “Verified”.
    iii. Pre-eTRANS records that have been verified by a MIDA officer will be displayed as “Verified”
    iv. Pre-eTRANS records that have yet to be verified will be displayed as “Pending for Verification”
11. Action button: Clicking this button will pop-up a list of post approval applications available.
12. Add Previous Approved button: If there are any previously approved (Pre-eTRANS records) Manufacturing Licence projects that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.1.2)
13. Amend button: Clicking this button will open and the company will be able to amend the details of the approved records (refer 3.3.1.3).

3.3.1.1 View Details

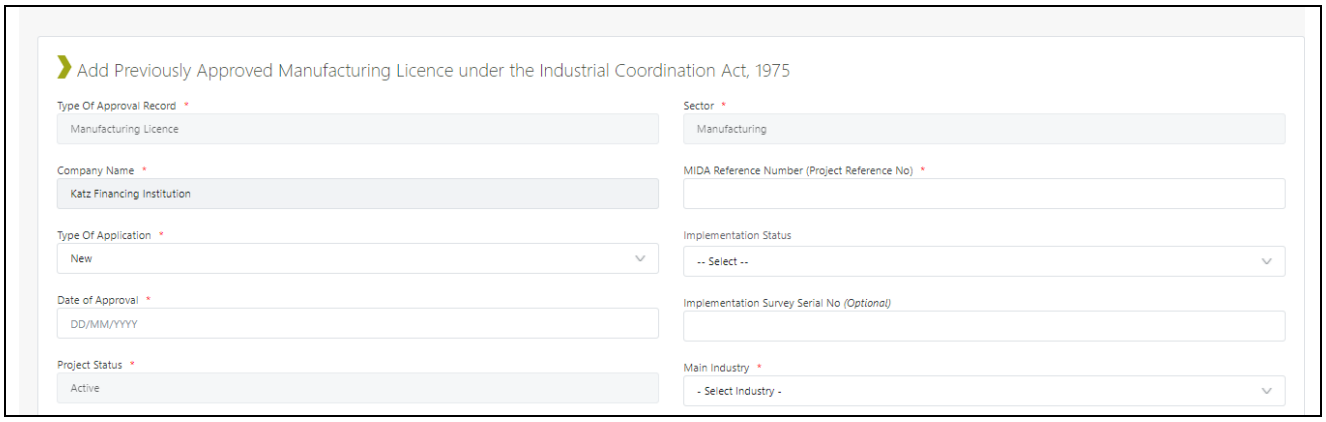


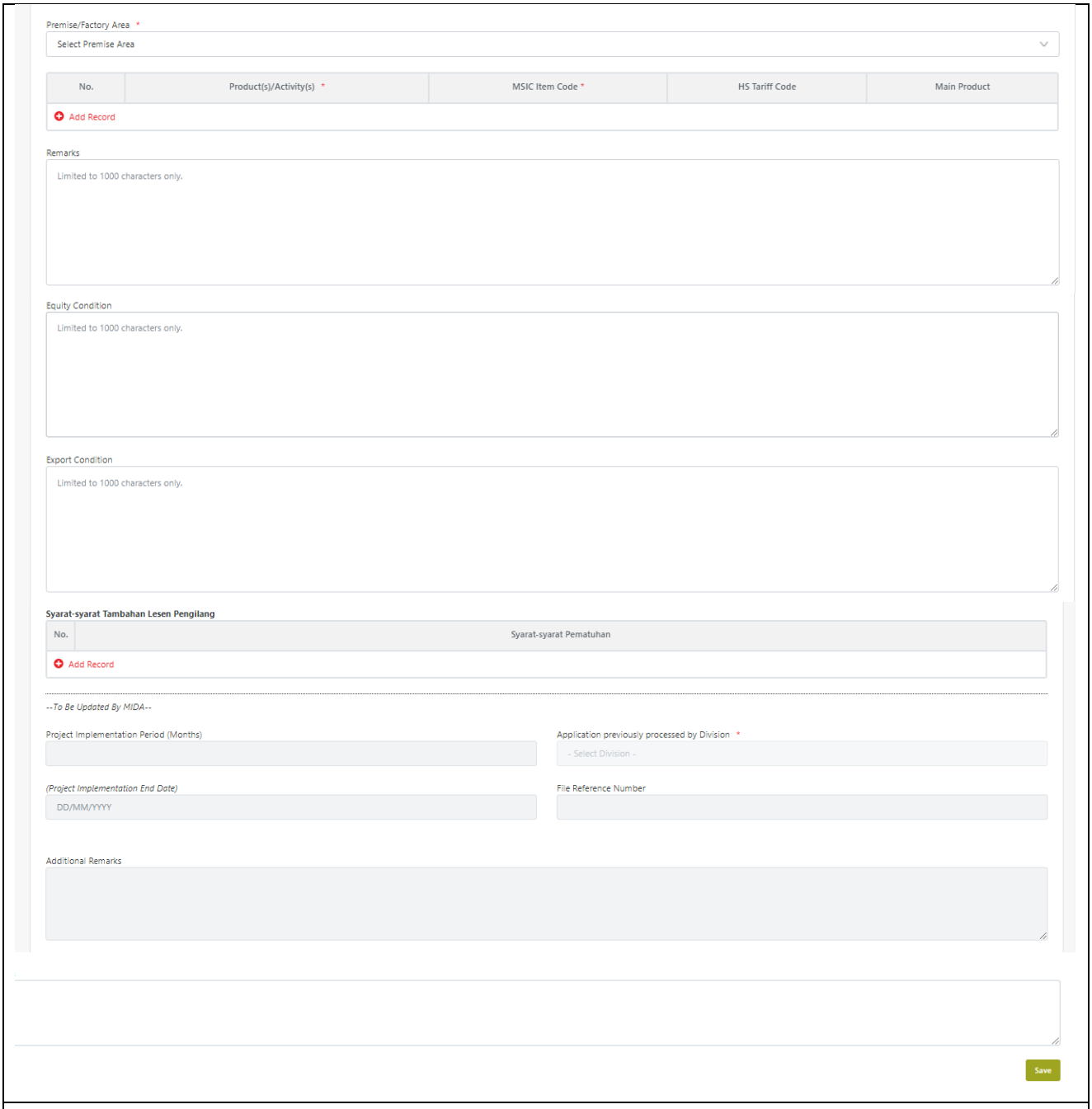

Type Of Application
New
Main Industry
Machinery & Equipment
Date of Approval
02/02/2021
Project Status
Active
Implementation Survey Status
Select Survey Status
Project Implementation Period
Project Implementation End Date
Company Name
Katz Financing Institution
Premise/Factory Area
Gurun IE
License Information
Licence No
Serial No
Effective Date
DD/MM/YYYY
Production Date
DD/MM/YYYY
Processing Division
Machinery and Metals
File Reference No.
MIDA.600-4/1/15
10
11
12
No. | Product(s)/Activity(s) * | MSIC Item Code * | HS Tariff Code | Main Product
1 | Prod 1 - Kedah | 28110-Manufacture of engines and turbines, except aircraft, vehicle and cycle engines | 22.22.2222 | Yes / No
2 | Prod 2 - Kedah - Updated | 28260-Manufacture of machinery for textile, apparel and leather production | 22.22.3333 | Yes / No
3 | Prod 3 - Kedah | 28230-Manufacture of machinery for metallurgy | 22.22.4444 | Yes / No
Remarks
Equity Condition
Export Condition
Interim Letter & Lampiran A
S.No | File Description | File Name
1. | | DecisionLetter.pdf
Other Supporting Documents eg. Agreement, Lampiran 1, Lampiran 2
S.No | File Description | File Name
No items to show...

The details of the selected approved Manufacturing Licence record will be displayed.

1. To go back to the Industrial Profile, click here.
2. Company No: The Company Name.
3. Project Reference No: The MIDA Reference Number of the project.
4. Premise/Operational Address: The premise's or factory's address.
5. Approval of ML: Displays the details of the Approved Manufacturing Licence.
6. Project Cost: To view the Project Cost, click this tab.
7. Project Financing: To view the Project Financing, click this tab.
8. Manpower: To view the Project Manpower, click this tab.
9. Conditions: To view the conditions of the project, click this tab.
10. Product(s)/Activity(s): The latest approved products will be displayed in this table.
11. The approval documents or letters will be displayed here to be downloaded.
12. Other Supporting Documents: If the record has been uploaded during the submission of the Previous Approved record (Pre-eTRANs) via the IRPM entry screen, the documents will be displayd here.

3.3.1.2 Add Previous Approved Record





If there are any existing Approval of Manufacturing Licence which was approved before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

1. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
2. Type is Application: Type of the approved application, either New or Expansion or

Diversification.

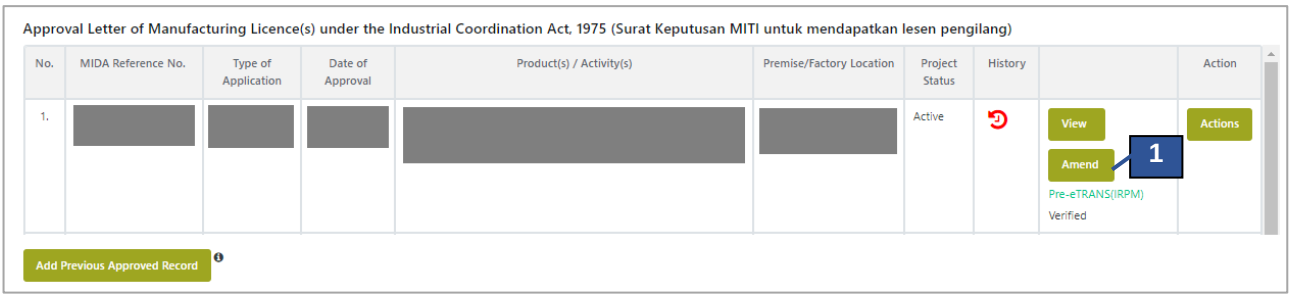
3. Implementation Survey: The current status of Implemetation of the project.
4. Date of Approval: Approval Date of the project.
5. Implementation Survey Serial no: This is optional, if you know the serial number, you can key it in, else just leave it empty.
6. Main Industry: The main industry of the project.
7. Project Status: Default to Active.
8. Licence Number: If Licence has been issued, key in the licence number.
9. Serial Number: If Licence has been issued, key in the serial number.
10. Factory/Premise Location Address : Key in the Factory/Premise Address in the Address 1, Address 2 and Address 3 (Optional) fields.
11. Country: Default to Malaysia.
12. State: Select the State after selecting the country.
13. City: Select the State before selecting the city.
14. Tel No: The factory/premise's contact telephone number
15. Fax No: The factory/premise's contact fax number.
16. Premise/Factory Area: The Industrial area where the factory/premise is located.
17. Product(s)/Activity(s) table: Key in the product(s)/activity(s) that were approved.
18. Remarks: To describe any extra information with regards to the approved project which might be helpful in the verification this record.
19. Equity Condition: If there are any equity conditions mentioned in the previous Decision Letter, do key in the conditions here.
20. Export Condition: If there are any export conditions mentioned in the previous Decision Letter, do key in the conditions here.
21. Interim Letter and Lampiran A: To upload the previous Approval Decision Letter and conditions document.

22. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
23. Syarat-Syarat Lesen Pengilang: To key in all the Conditions as specified in the Decision Letter in the printed order.
24. Syarat-syarat Tambahan Lesen Pengilang: To key in the Additional Conditions as specified in the Decision Letter in the printed order.
25. Save: Click the Save Button to save as draft application.
26. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

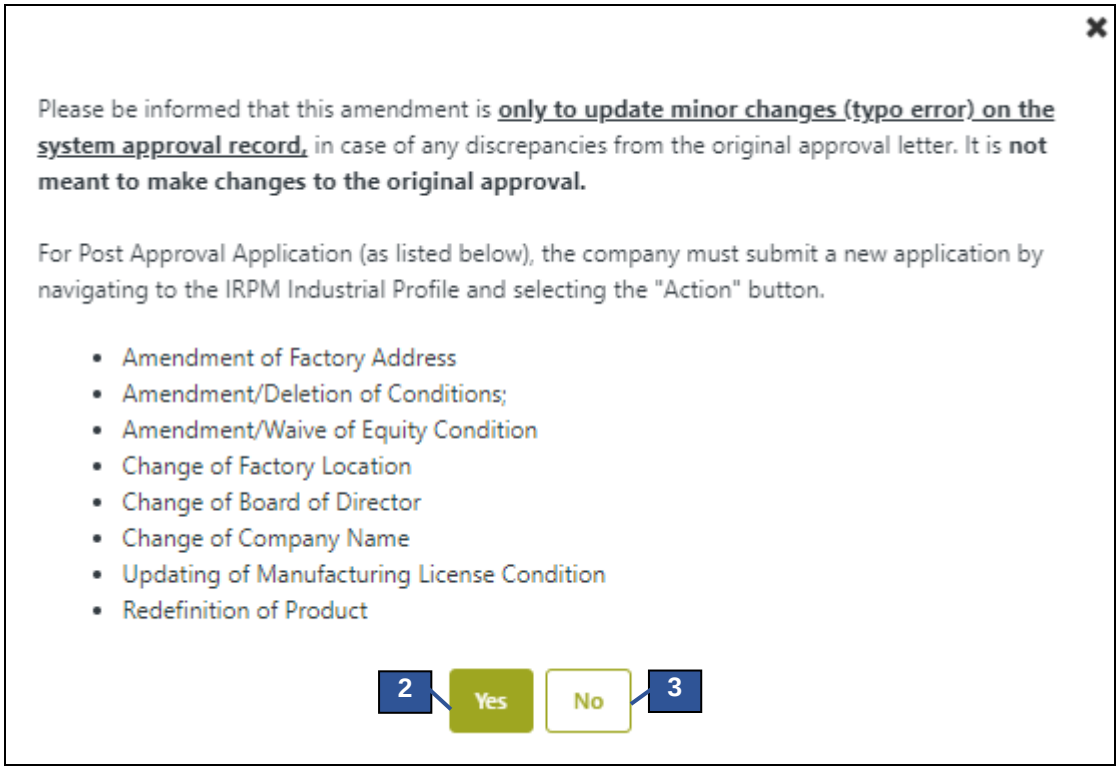
For Office Use Only section

27. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
28. Application previously processed by Division: The division that previously processed this application.
29. (Project Implementation End Date): The end date by when the project needs to be Implemented.
30. File Reference Number: The MIDA File Reference number / KF Number

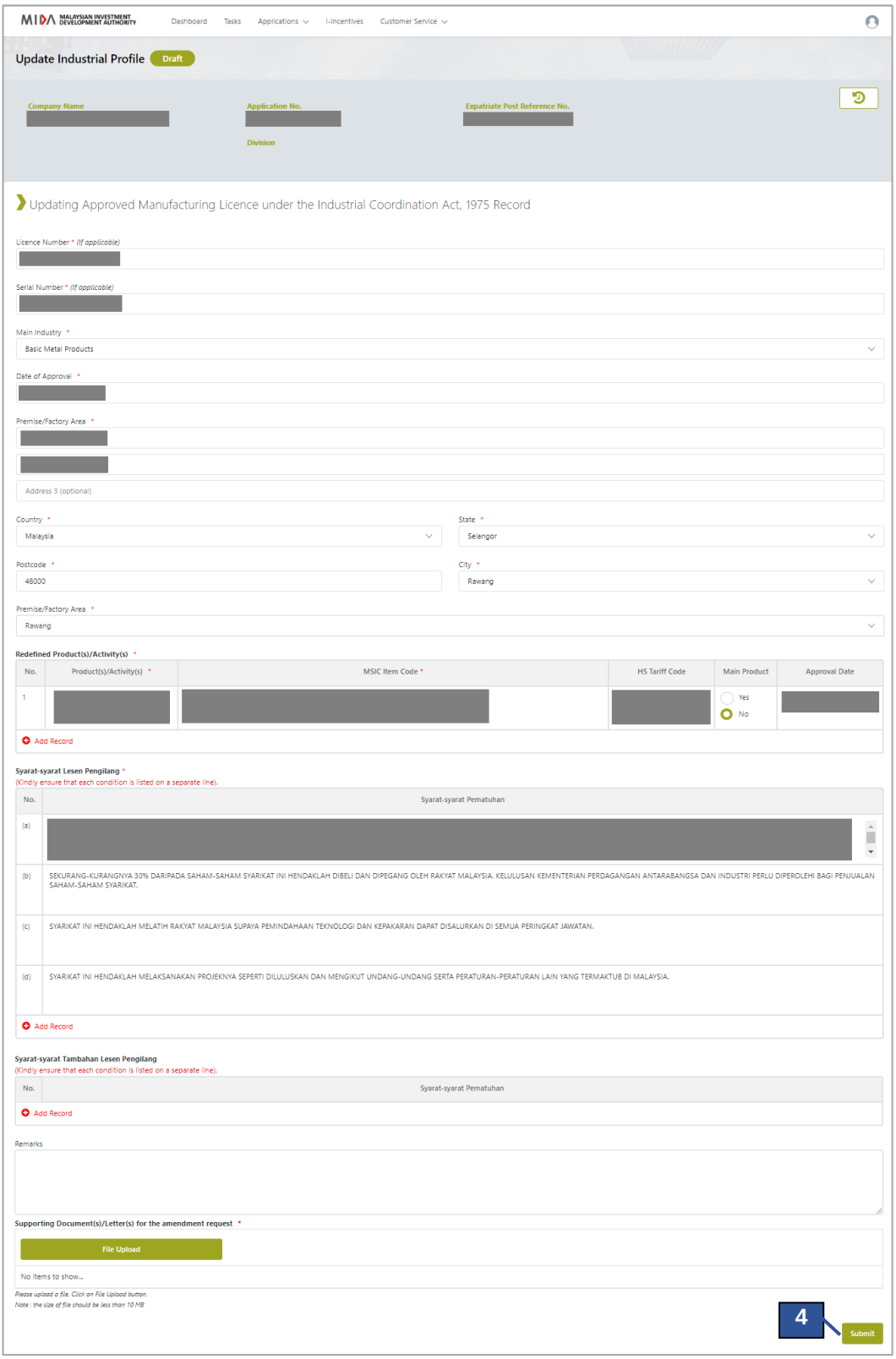
3.3.1.3 Amend



1. Click the **[Amend]** button and the below popup will be displayed.

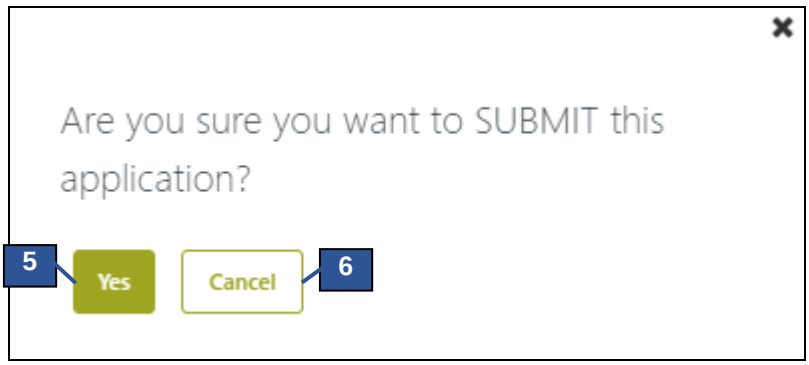


2. Click the **[Yes]** button and the system will display the amend form to be updated.
3. Click the **[No]** button to close the popup.



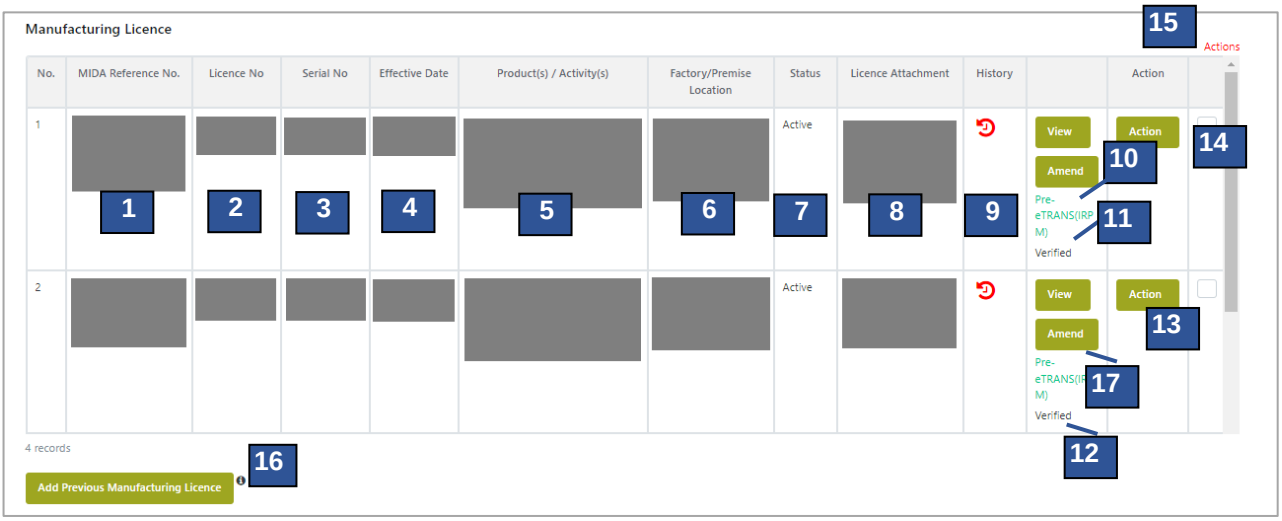
4. Update the information and click the **[Submit]** button. The below popup will be

displayed.



5. Click the **[Yes]** button to submit the updated information.
6. Click the **[Cancel]** button to close the popup.

3.3.2 **Manufacturing Licence**



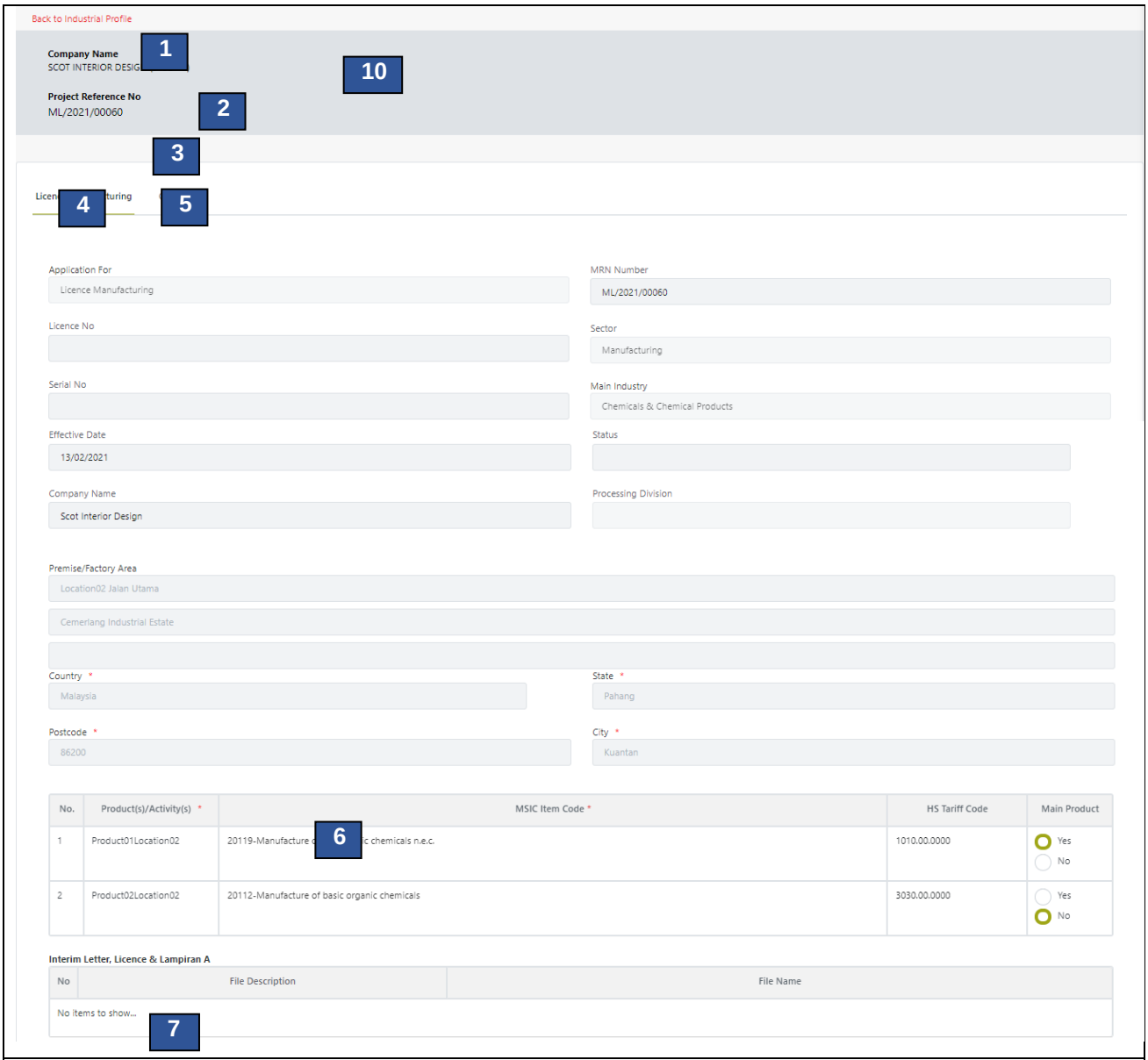
**InvestMalaysia formerly known as eTRANS.*

All approved Permit records will be listed in this table.

1. MIDA Reference No (MRN No): The Approved Project's MIDA Reference number.
2. Licence No: Once the issuance of licence is done, the Serial number for the licence will be displayed here.
3. Serial No: Once the issuance of licence is done, the licence number will be displayed here
4. Effective Date: The date of approval of the Manufacturing Licence.
5. Product(s)/Activiti(s): The product or/and activity of the Manufacturing Licence.
6. Premise/Factory Location: The Premise/Factory Address.
7. Project Status: Active or Inactive.
8. Licence Attachment: The copy of the Licence or Approval letter.
9. History: Clicking the history icon will display the trail of changes for the selected record.
10. View button: Clicking this button will open the details of the approved record (refer 3.8.2.1)

11. Source (Version): Displays the Source of the record which can be from eTRANS or Pre-eTRANS. The Version shows the version of the record; from eTRANS, entered from IRPM, migrated record etc.
12. Record Verification Status:
    i. Save records will be displayed as ”Draft” and editable before submit.
    ii. Approved records form eTRANS system will be displayed as “Verified”.
    iii. Pre-eTRANS records that have been verified by a MIDA officer will be displayed as “Verified”
    iv. Pre-eTRANS records that have yet to be verified will be displayed as “Pending for Verification”
13. Action button: Clicking this button will pop-up a list of post approval applications available.
14. Checkbox: For the post approval/post licencing applications that the applications need to be triggered from the Actions link [15] on top of the table, the checkbox need to be ticked for records need to be selected.
15. Actions: Clicking this button will pop-up a list of post approval applications available.
16. Add Previous Approved button: If there are any previously approved (Pre-eTRANS records) Manufacturing Licence that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.2.2).
17. Amend button: Clicking this button will open and the company will be able to amend the details of the approved records (refer 3.3.2.3).

3.3.2.1 View Details

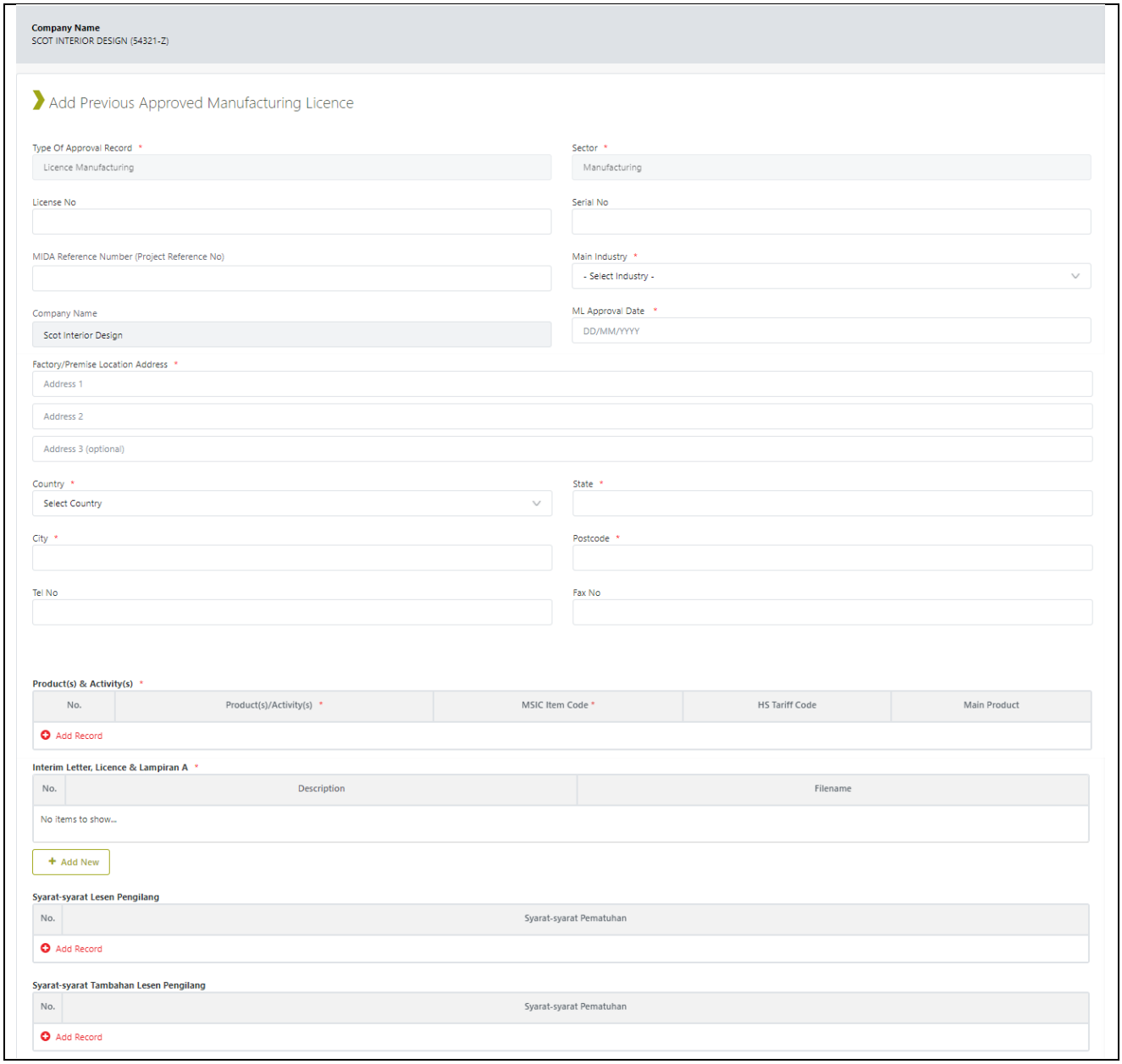


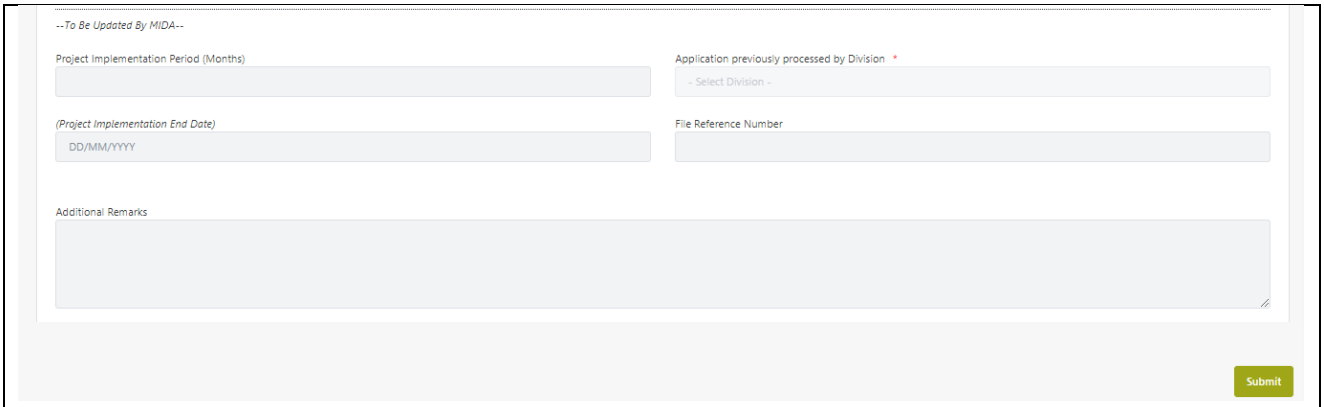
The details of the selected approved Manufacturing Licence record will be displayed.

1. To go back to the Industrial Profile, click here.
2. Company No: The Company Name.
3. Project Reference No: The MIDA Reference Number of the project.
4. Licence Manufacturing: Displays the details of the Approved Manufacturing Licence.

5. Conditions: To view the conditions of the project, click this tab.
6. Product(s)/Activity(s): The latest approved products will be displayed in this table.
7. The approval documents or letters will be displayed here to be downloaded.

3.3.2.2 Add Previous Manufacturing Licence





If there are any existing Manufacturing Licence which was issued before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

1. Licence No: The licence number
2. Serial No: The serial number of the licence.
3. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
4. ML Approval Date: Approval Date of the Manufacturing Licence project.
5. Implementation Survey Serial no: This is optional, if you know the serial number, you can key it in, else just leave it empty.
6. Main Industry: The main industry of the project.
7. Factory/Premise Location Address : Key in the Factory/Premise Address in the Address 1, Address 2 and Address 3 (Optional) fields.
8. Country: Default to Malaysia.
9. State: Select the State after selecting the country.
10. City: Select the State before selecting the city.
11. Tel No: The factory/premise's contact telephone number
12. Fax No: The factory/premise's contact fax number.
13. Premise/Factory Area: The Industrial area where the factory/premise is located.

14. Product(s)/Activity(s) table: Key in the product(s)/activity(s) that were approved.
15. Interim Letter, Licence and Lampiran A: To upload the previous issued Manufacturing Licence, Approval Decision Letter and conditions document.
16. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
17. Syarat-Syarat Lesen Pengilang: To key in all the Conditions as specified in the Decision Letter in the printed order.
18. Syarat-syarat Tambahan Lesen Pengilang: To key in the Additional Conditions as specified in the Decision Letter in the printed order.
19. Save: Click the Save Button to save as draft application
20. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

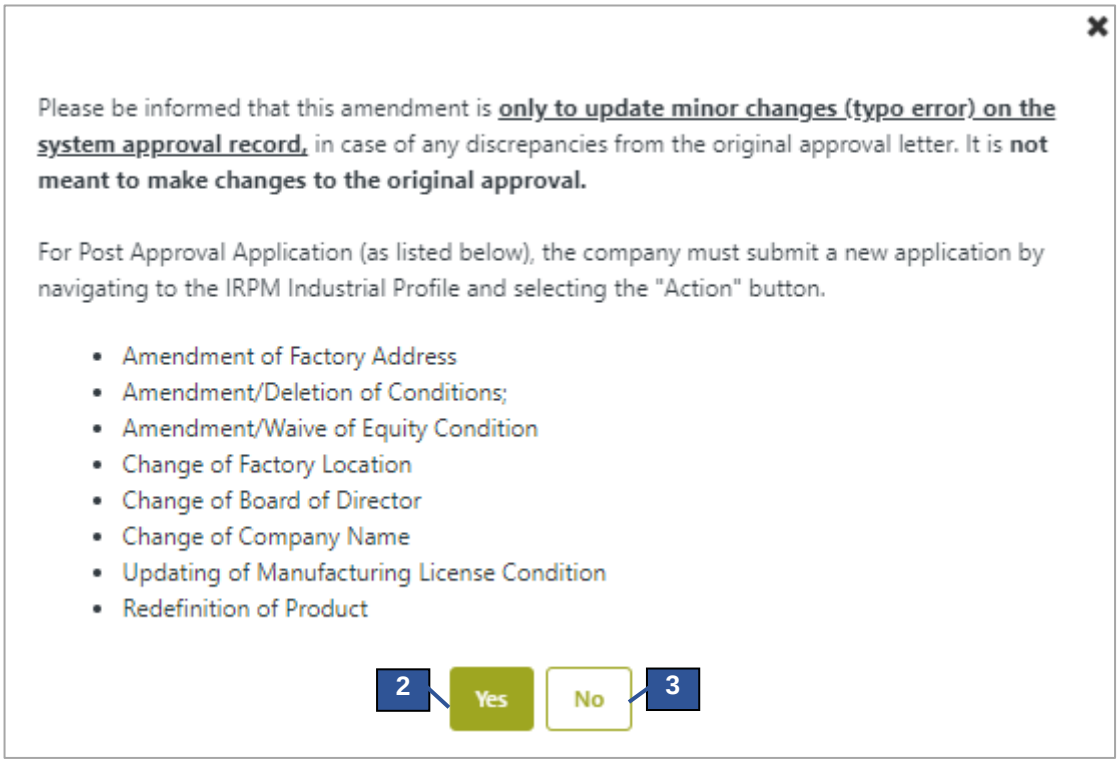
For Office Use Only section

21. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
22. Application previously processed by Division: The division that previously processed this application.
23. (Project Implementation End Date): The end date by when the project needs to be Implemented.
24. File Reference Number: The MIDA File Reference number / KF Number

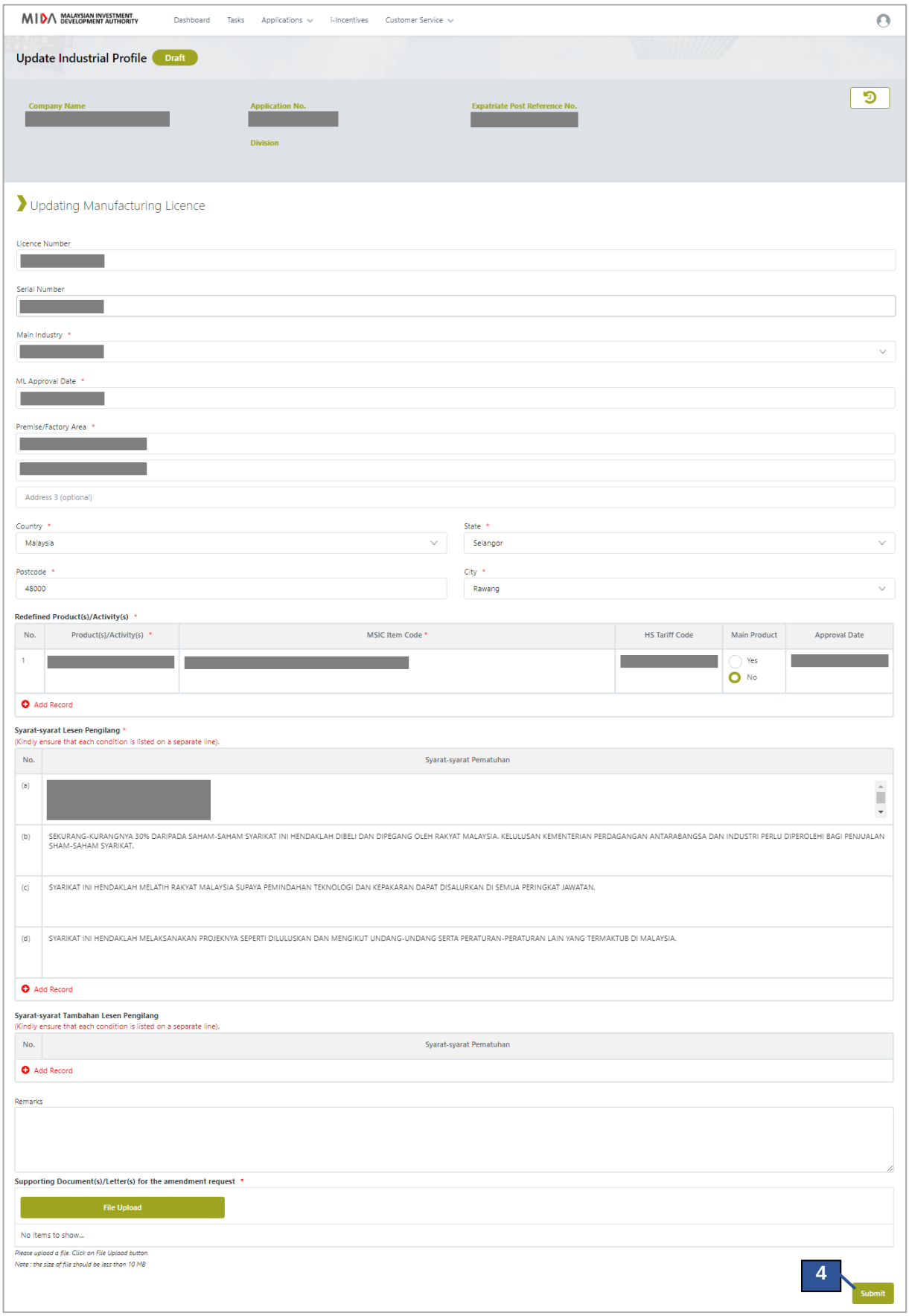
3.3.2.3 Amend



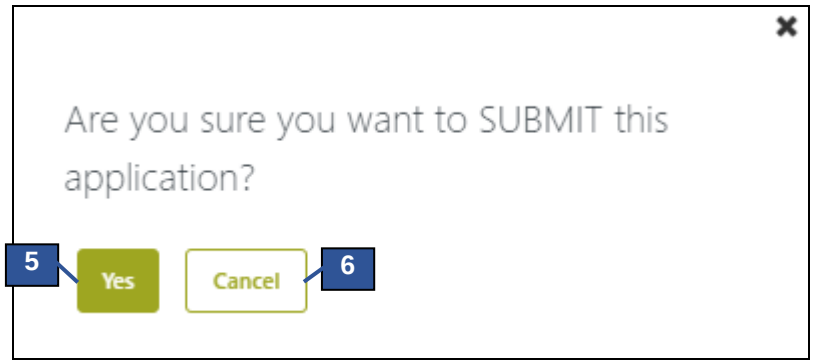
1. Click the **[Amend]** button and the below popup will be displayed.



2. Click the **[Yes]** button and the system will display the amend form to be updated.
3. Click the **[No]** button to close the popup.

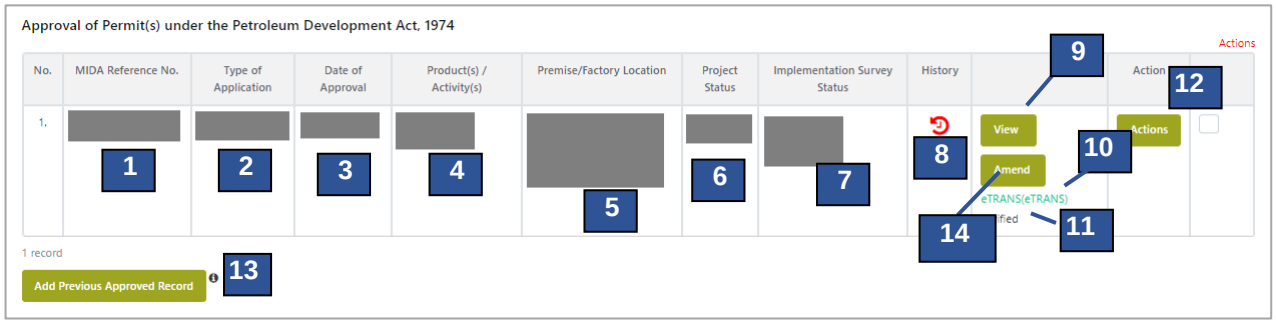

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
Dashboard
Tasks
Applications
i-Incentives
Customer Service
Update Industrial Profile
Draft
Company Name
Application No.
Expatriate Post Reference No.
Division
Updating Manufacturing Licence
Licence Number
Serial Number
Main Industry *
ML Approval Date *
Premise/Factory Area *
Address 3 (optional)
Country *
Malaysia
State *
Selangor
Postcode *
48000
City *
Rawang
Redefined Product(s)/Activity(s) *
No.
Product(s)/Activity(s) *
MSIC Item Code *
HS Tariff Code
Main Product
Approval Date
Yes
No
Add Record
Syarat-syarat Lesen Pengilang *
(Kindly ensure that each condition is listed on a separate line).
Syarat-syarat Pematuhan
(b) SEKURANG-KURANGNYA 30% DARIPADA SAHAM-SAHAM SYARIKAT INI HENDAKLAH DIBELI DAN DIPEGANG OLEH RAKYAT MALAYSIA. KELULUSAN KEMENTERIAN PERDAGANGAN ANTARABANGSA DAN INDUSTRI PERLU DIPEROLEHI BAGI PENJUALAN SHAM-SAHAM SYARIKAT.
(c) SYARIKAT INI HENDAKLAH MELATIH RAKYAT MALAYSIA SUPAYA PEMINDAHAN TEKNOLOGI DAN KEPAKARAN DAPAT DISALURKAN DI SEMUA PERINGKAT JAWATAN.
(d) SYARIKAT INI HENDAKLAH MELAKSANAKAN PROJEKNYA SEPERTI DILULUSKAN DAN MENGIKUT UNDANG-UNDANG SERTA PERATURAN-PERATURAN LAIN YANG TERMAKTUB DI MALAYSIA.
Add Record
Syarat-syarat Tambahan Lesen Pengilang
(Kindly ensure that each condition is listed on a separate line).
No.
Syarat-syarat Pematuhan
Add Record
Remarks
Supporting Document(s)/Letter(s) for the amendment request *
File Upload
No items to show...
Please upload a file. Click on File Upload button.
Note : the size of file should be less than 10 MB
4
Submit

4. Update the information and click the **[Submit]** button. The below popup will be displayed.



5. Click the **[Yes]** button to submit the updated information.
6. Click the **[Cancel]** button to close the popup.

3.3.3 **Approval of Permit(s) under the Petroleum Development Act, 1974**



**InvestMalaysia formerly known as eTRANS.*

All approved Permit records will be listed in this table.

1. MIDA Reference No (MRN No): The Approved Project's MIDA Reference number.
2. Type is Application: either New or Expansion or Diversification.
3. Date of Approval: The date of approval of the Project.
4. Product(s)/Activiti(s): The product or/and activity of the Manufacturing Licence.
5. Premise/Factory Location: The Premise/Factory Address.
6. Project Status: Active or Inactive.
7. Implementation Survey Status: Status of Project from the submitted Implementation survey result.
8. History: Clicking the history icon will display the trail of changes for the selected record.
9. View button: Clicking this button will open the details of the approved record (refer 3.8.3.1)
10. Source (Version): Displays the Source of the record which can be from eTRANS or Pre-eTRANS. The Version shows the version of the record ; from eTRANS, entered from IRPM, migrated record etc.
11. Record Verification Status:
    i. Save records will be displayed as "Draft" and editable before submit.

ii. Approved records form eTRANS system will be displayed as “Verified”.

iii. Pre-eTRANS records that have been verified by a MIDA officer will be displayed as “Verified”

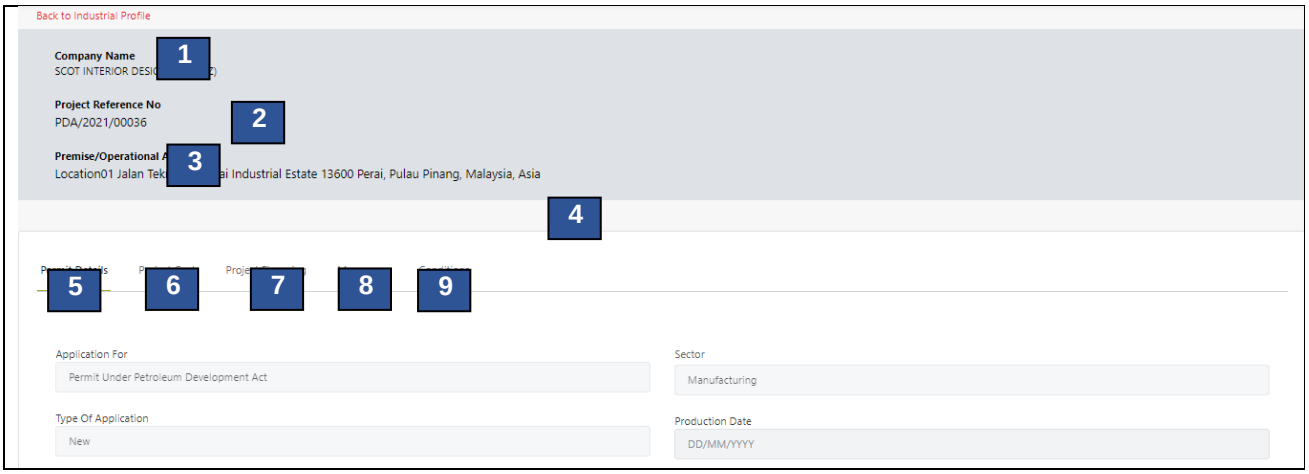
iv. Pre-eTRANS records that have yet to be verified will be displayed as “Pending for Verification”

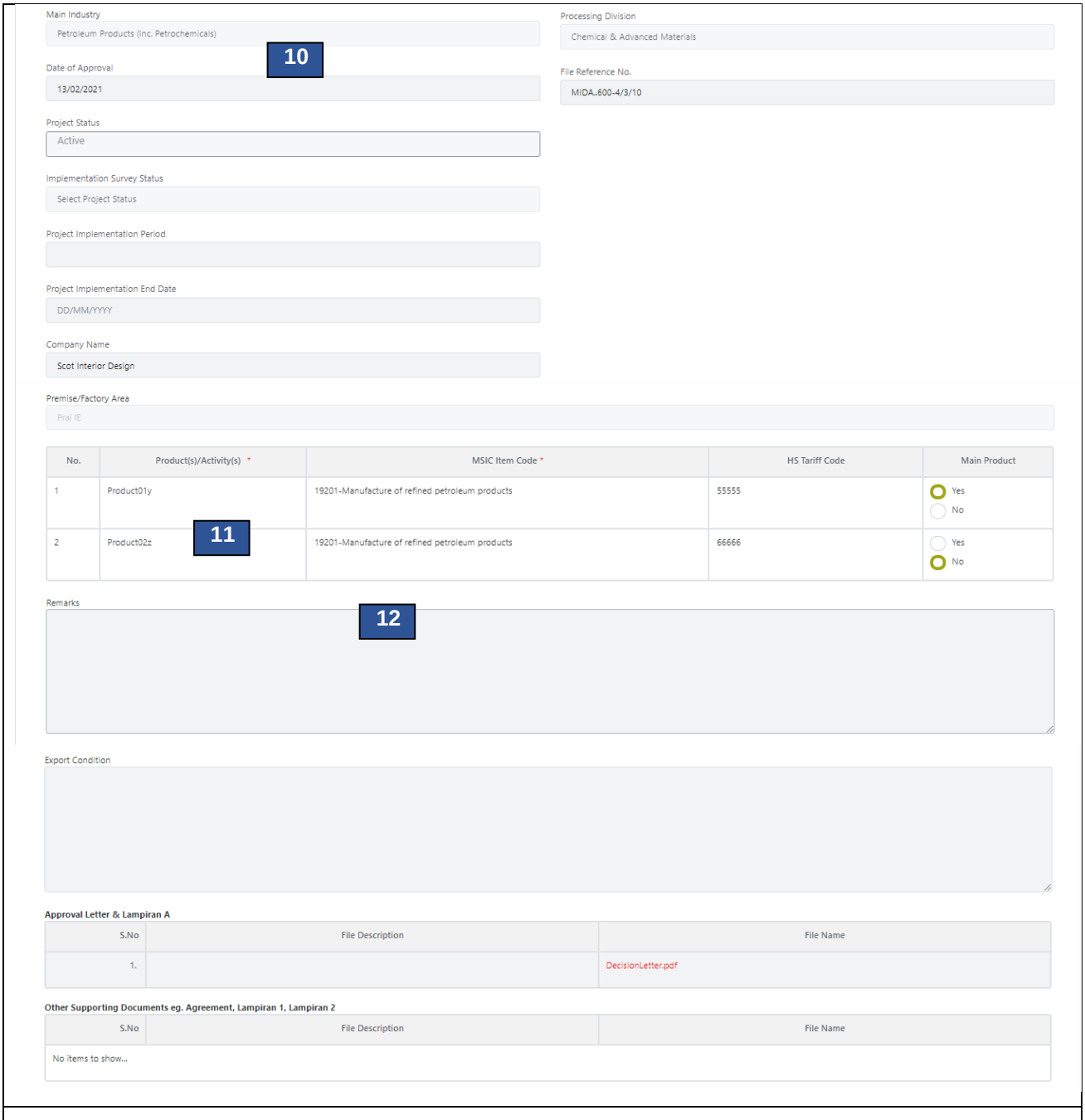
12. Action button: Clicking this button will pop-up a list of post approval applications available.

13. Add Previous Approved button: If there are any previously approved (Pre-eTRANS records) Manufacturing Licence that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.3.2).

14. Amend button: Clicking this button will open and the company will be able to amend the details of the approved records (refer 3.3.3.3).

3.3.3.1 View Details



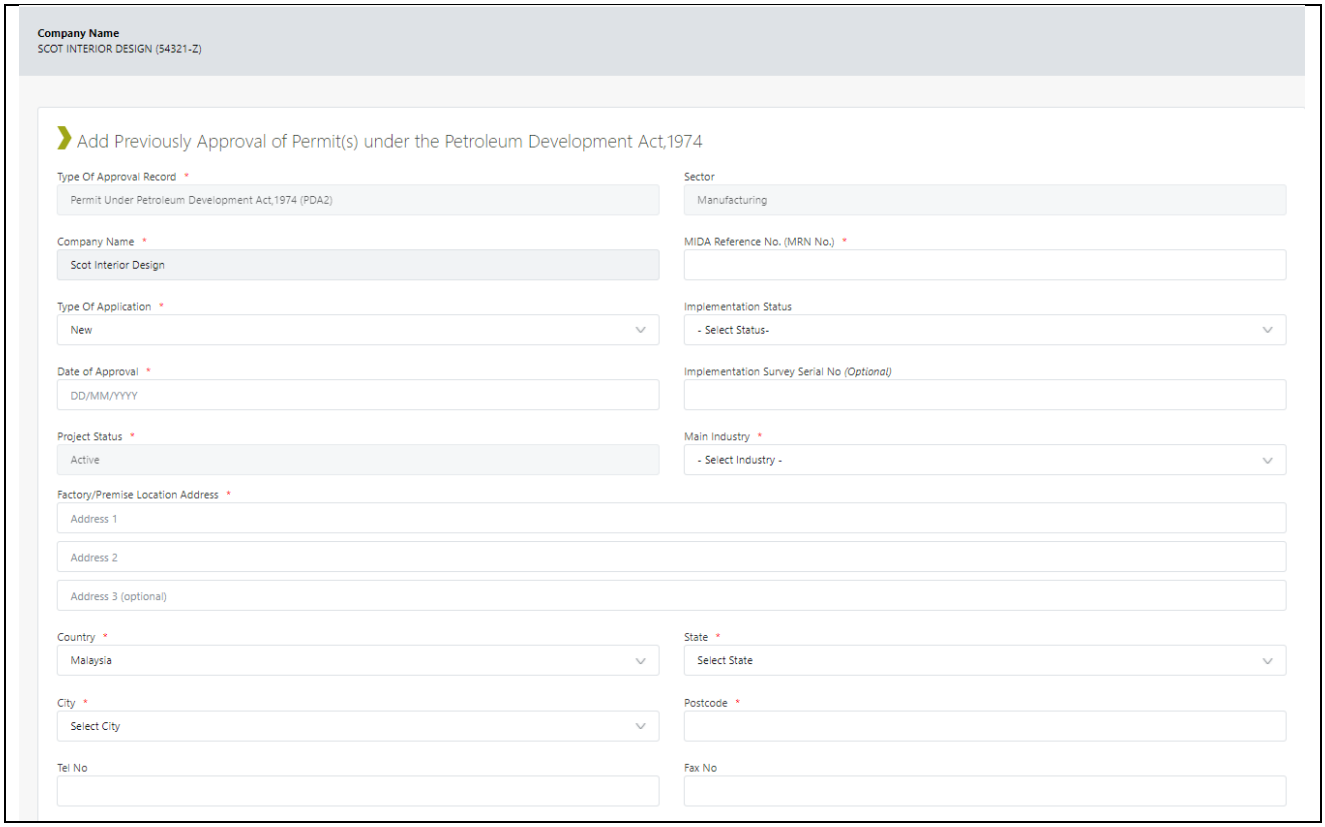


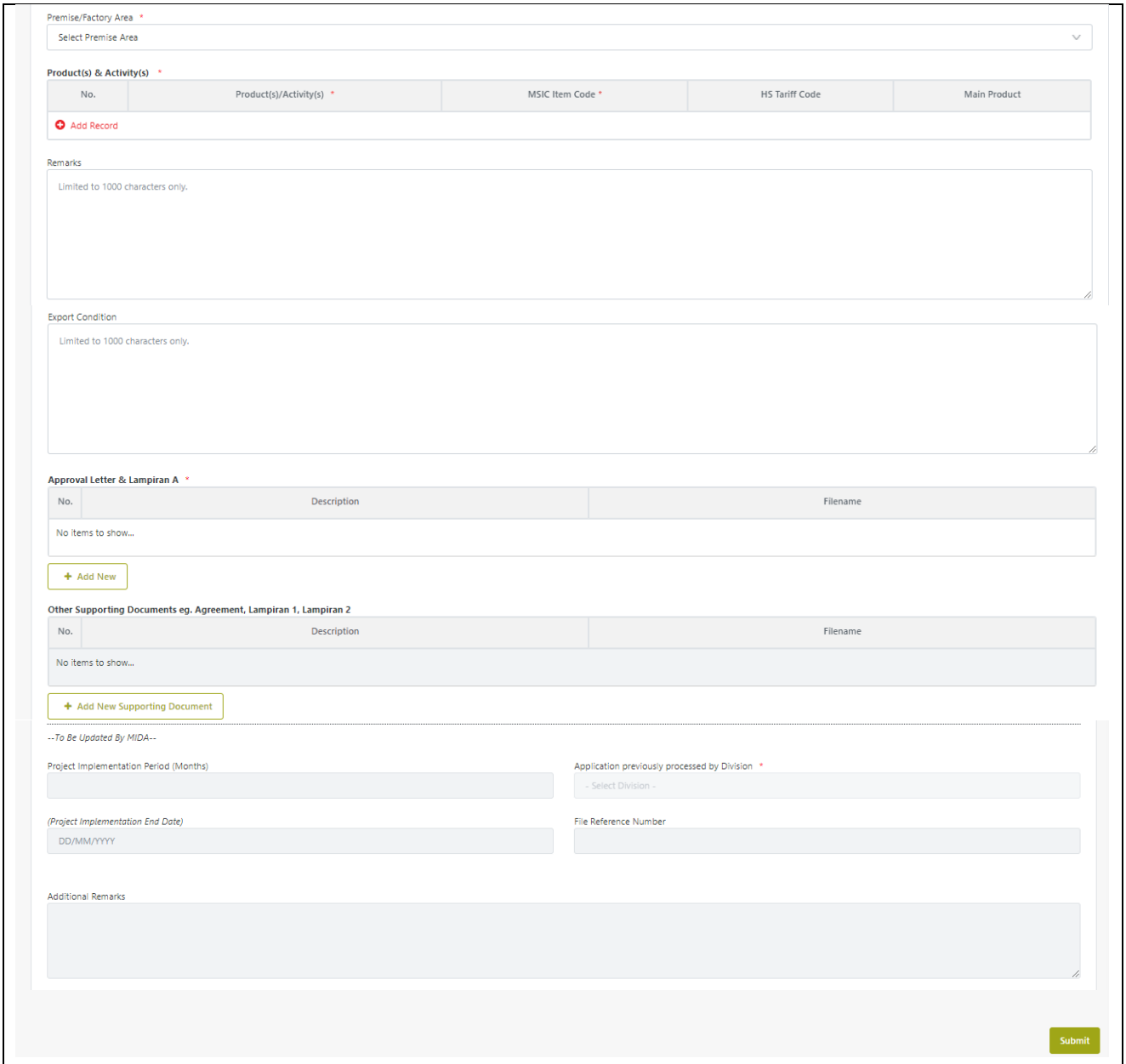
The details of the selected approved Manufacturing Licence record will be displayed.

1. To go back to the Industrial Profile, click here.
2. Company No: The Company Name.
3. Project Reference No: The MIDA Reference Number of the project.
4. Premise/Operational Address: The premise's or factory's address.

5. Approval of ML: Displays the details of the Approved Permit.
6. Project Cost: To view the Project Cost, click this tab.
7. Project Financing: To view the Project Financing, click this tab.
8. Manpower: To view the Project Manpower, click this tab.
9. Conditions: To view the conditions of the project, click this tab.
10. Product(s)/Activity(s): The latest approved products will be displayed in this table.
11. The approval documents or letters will be displayed here to be downloaded.
12. Other Supporting Documents: If the record has been uploaded during the submission of the Previous Approved record (Pre-eTRANs) via the IRPM entry screen, the documents will be displayd here.

3.3.3.2 Add Previous Approved Project





If there are any existing Approval of Permit which was approved before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

1. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
2. Type is Application: Type of the approved application, either New or Expansion or Diversification.

3. Implementation Survey: The current status of Implemetation of the project.
4. Date of Approval: Approval Date of the project.
5. Implementation Survey Serial no: This is optional, if you know the serial number, you can key it in, else just leave it empty.
6. Main Industry: The main industry of the project.
7. Project Status: Default to Active.
8. Factory/Premise Location Address : Key in the Factory/Premise Address in the Address 1, Address 2 and Address 3 (Optional) fields.
9. Country: Default to Malaysia.
10. State: Select the State after selecting the country.
11. City: Select the State before selecting the city.
12. Tel No: The factory/premise's contact telephone number
13. Fax No: The factory/premise's contact fax number.
14. Premise/Factory Area: The Industrial area where the factory/premise is located.
15. Product(s)/Activity(s) table: Key in the product(s)/activity(s) that were approved.
16. Remarks: To describe any extra information with regards to the approved project which might be helpful in the verification this record.
17. Equity Condition: If there are any equity conditions mentioned in the previous Decision Letter, do key in the conditions here.
18. Export Condition: If there are any export conditions mentioned in the previous Decision Letter, do key in the conditions here.
19. Interim Letter and Lampiran A: To upload the previous Approval Decision Letter and conditions document.
20. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
21. Save: Click the Save Button to save as draft application

22. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

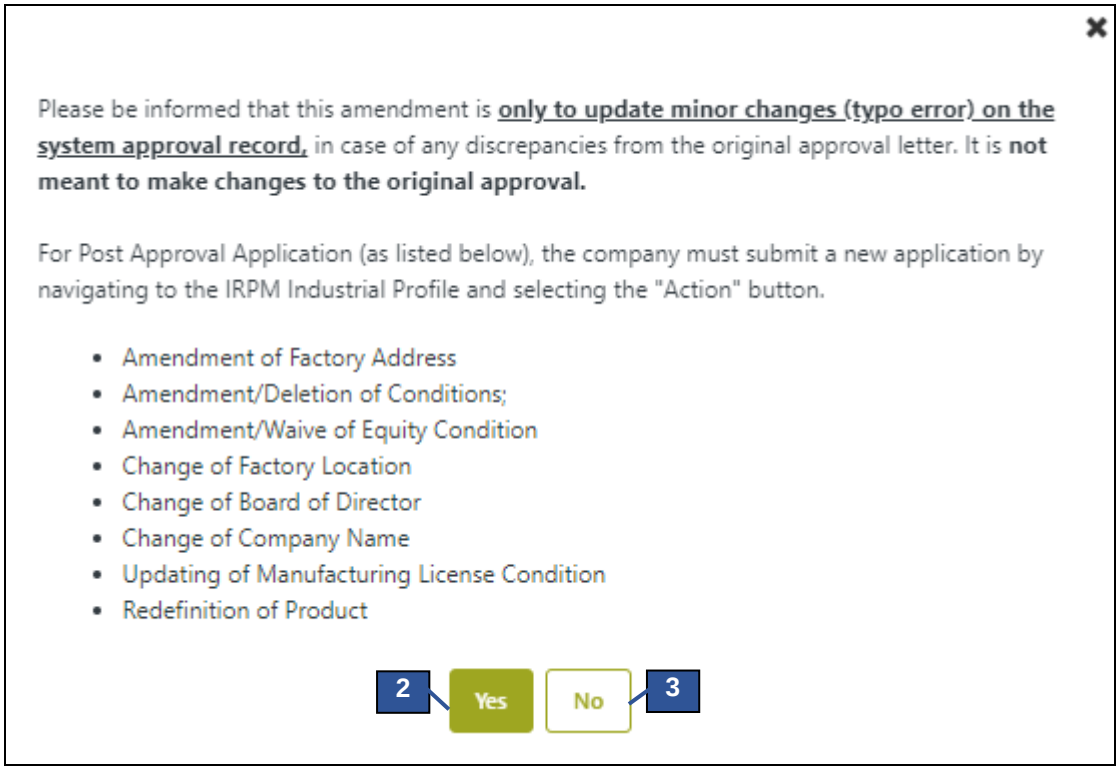
For Office Use Only section

23. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
24. Application previously processed by Division: The division that previously processed this application.
25. (Project Implementation End Date): The end date by when the project needs to be Implemented.
26. File Reference Number: The MIDA File Reference number / KF Number

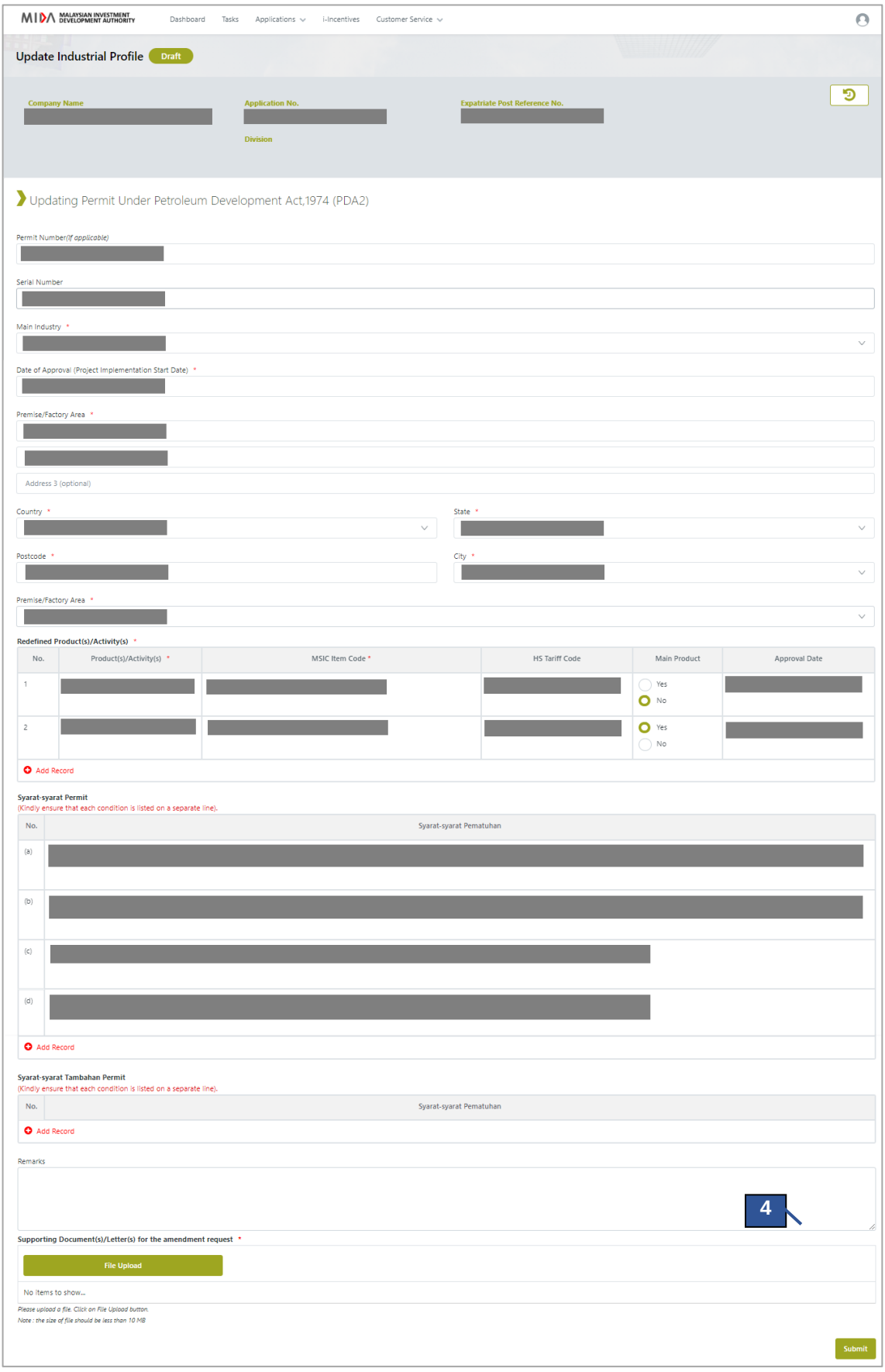
3.3.3.3 Amend



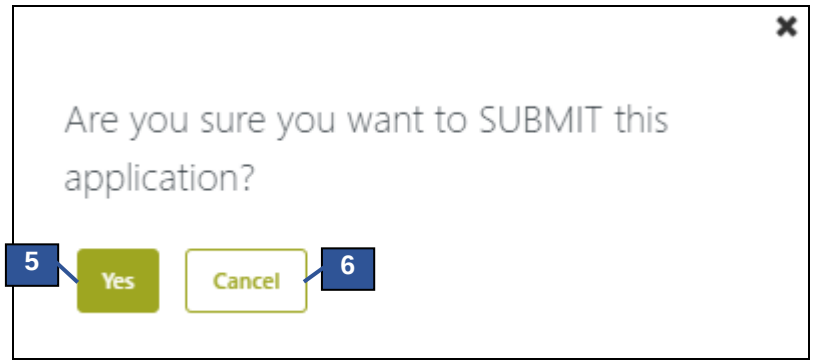
1. Click the **[Amend]** button and the below popup will be displayed.



2. Click the **[Yes]** button and the system will display the amend form to be updated.
3. Click the **[No]** button to close the popup.

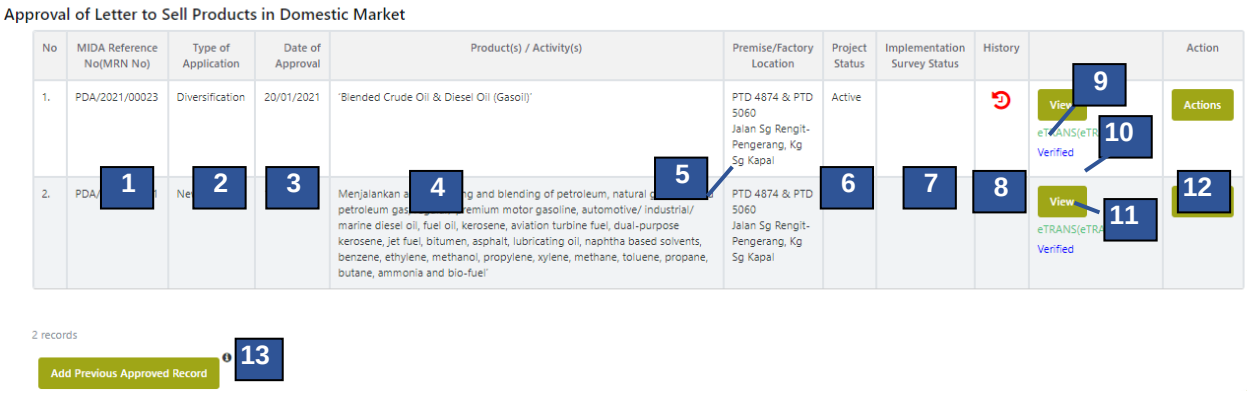

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
Dashboard
Tasks
Applications
i-Incentives
Customer Service
Update Industrial Profile
Draft
Company Name
Application No.
Expatriate Post Reference No.
Division
Updating Permit Under Petroleum Development Act,1974 (PDA2)
Permit Number(If applicable)
Serial Number
Main Industry *
Date of Approval (Project Implementation Start Date) *
Premise/Factory Area *
Address 3 (optional)
Country *
State *
Postcode *
City *
Premise/Factory Area *
Redefined Product(s)/Activity(s) *
No.
Product(s)/Activity(s) *
MSIC Item Code *
HS Tariff Code
Main Product
Approval Date
Yes
No
Add Record
Syarat-syarat Permit
(Kindly ensure that each condition is listed on a separate line).
Syarat-syarat Pematuhan
Add Record
Syarat-syarat Tambahan Permit
(Kindly ensure that each condition is listed on a separate line).
Add Record
Remarks
4
Supporting Document(s)/Letter(s) for the amendment request *
File Upload
No items to show...
Please upload a file. Click on File Upload button.
Note : the size of file should be less than 10 MB
Submit

4. Update the information and click the **[Submit]** button. The below popup will be displayed.



5. Click the **[Yes]** button to submit the updated information.
6. Click the **[Cancel]** button to close the popup.

3.3.4 **Approval of Letter to Sell Products in Domestic Market**



**InvestMalaysia formerly known as eTRANS.*

All approved Letter/s to Sell Product in Domestic Market records will be listed in this table.

1. MIDA Reference No (MRN No): The Approved Project's MIDA Reference number.
2. Type is Application: either New or Expansion or Diversification.
3. Date of Approval: The date of approval of the Project.
4. Product(s)/Activiti(s): The product or/and activity of the Manufacturing Licence.
5. Premise/Factory Location: The Premise/Factory Address.
6. Project Status: Active or Inactive.
7. Implementation Survey Status: Status of Project from the submitted Implementation survey result.
8. History: Clicking the history icon will display the trail of changes for the selected record.
9. View button: Clicking this button will open the details of the approved record (refer 3.8.4.1)
10. Source (Version): Displays the Source of the record which can be from eTRANS or Pre-eTRANS. The Version shows the version of the record ; from eTRANS, entered from IRPM, migrated record etc.
11. Record Verification Status:

i. Save records will be displayed as ”Draft” and editable before submit.

ii. Approved records form eTRANS system will be displayed as “Verified”.

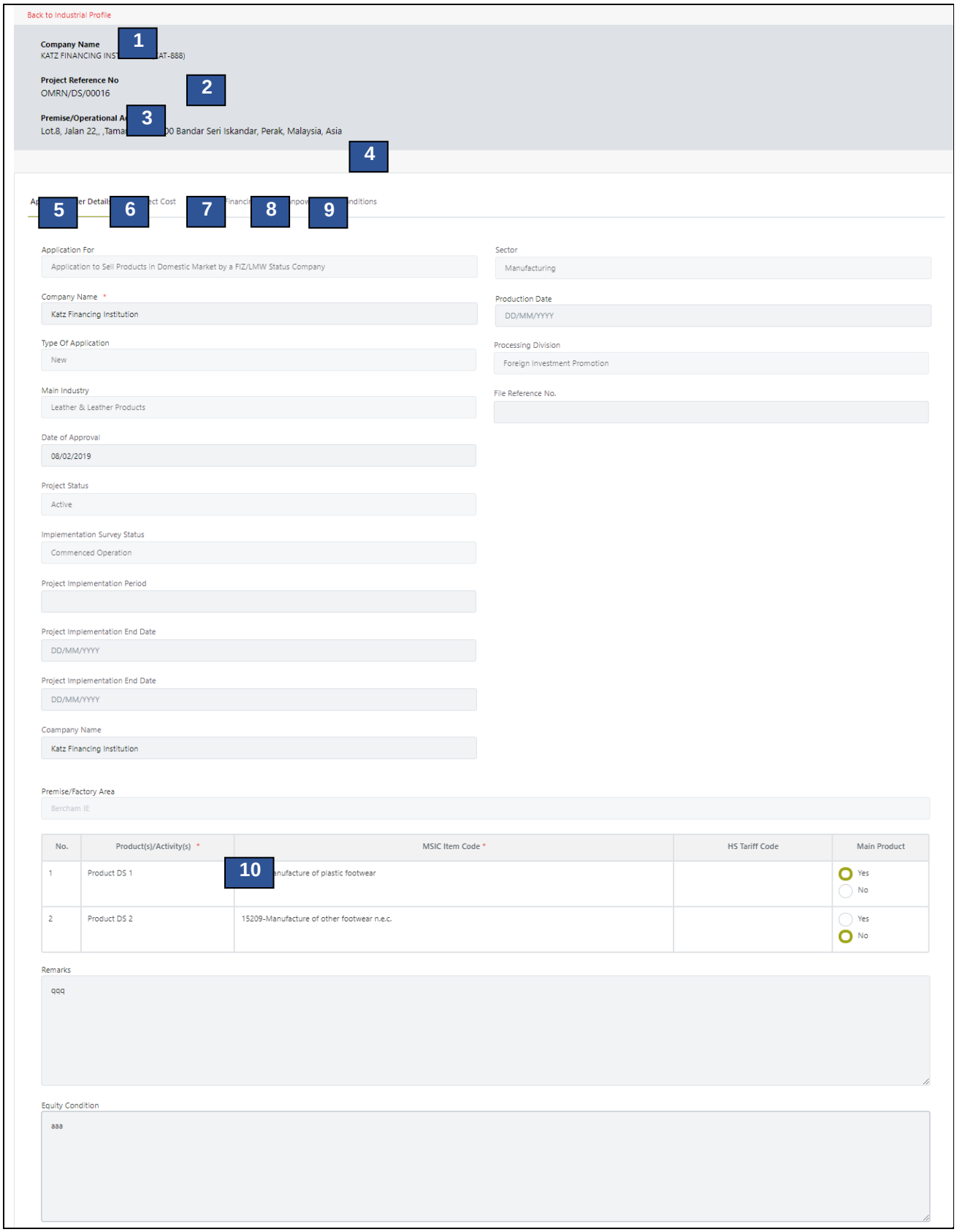
iii. Pre-eTRANS records that have been verified by a MIDA officer will be displayed as “Verified”

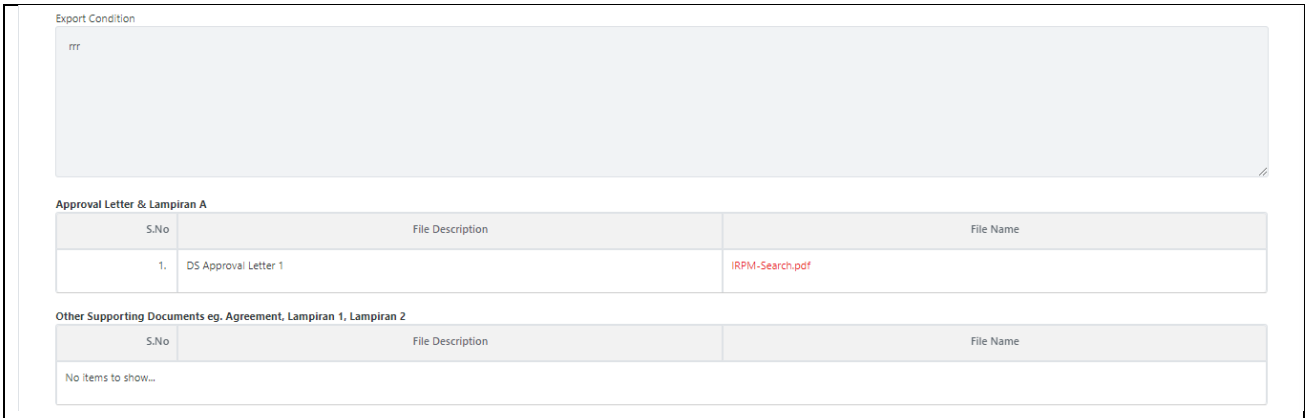
iv. Pre-eTRANS records that have yet to be verified will be displayed as “Pending for Verification”

12. Action button: Clicking this button will pop-up a list of post approval applications available.

13. Add Previous Approved button: If there are any previously approved (Pre-eTRANS records) records that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.4.2).

3.3.4.1 View Details

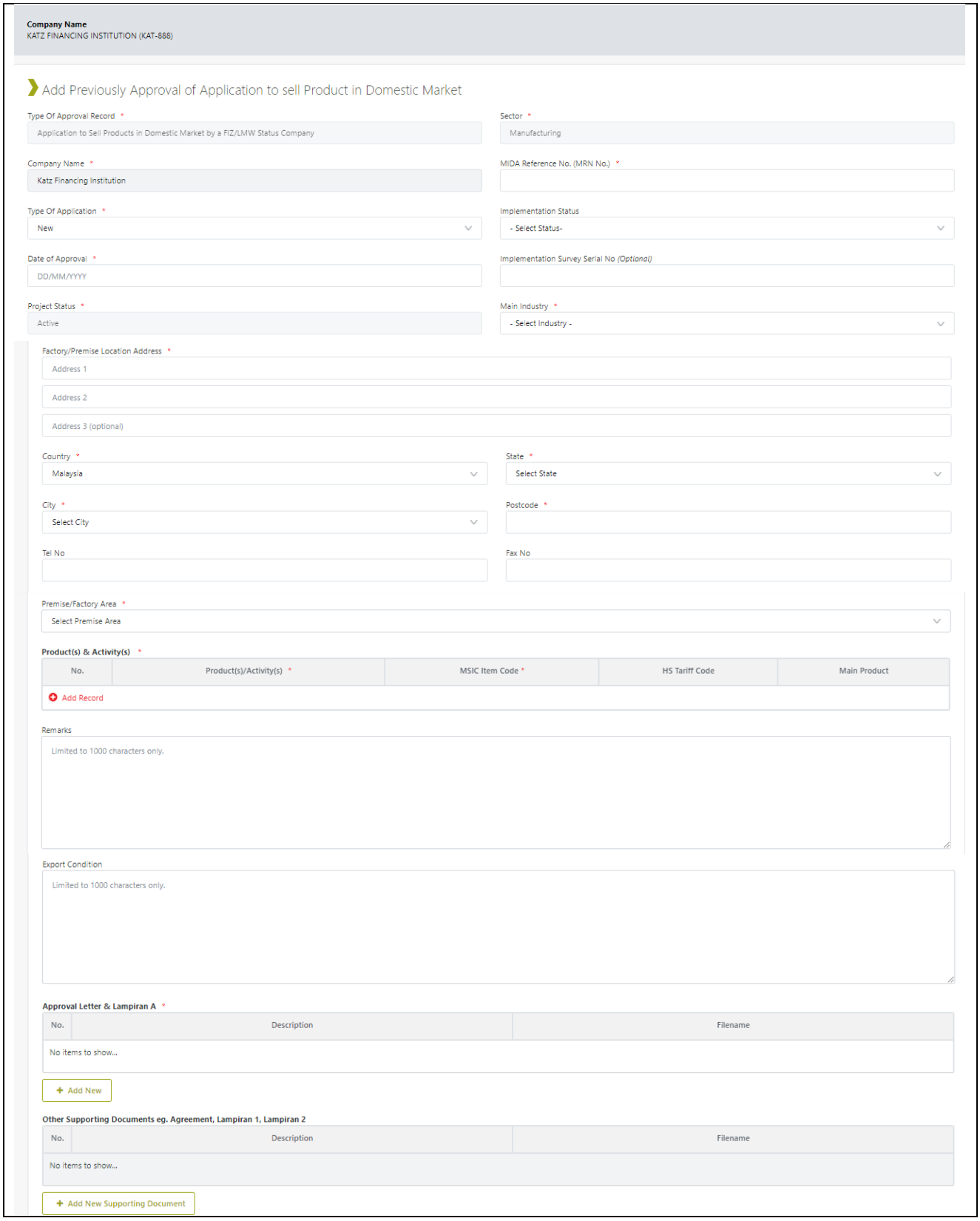


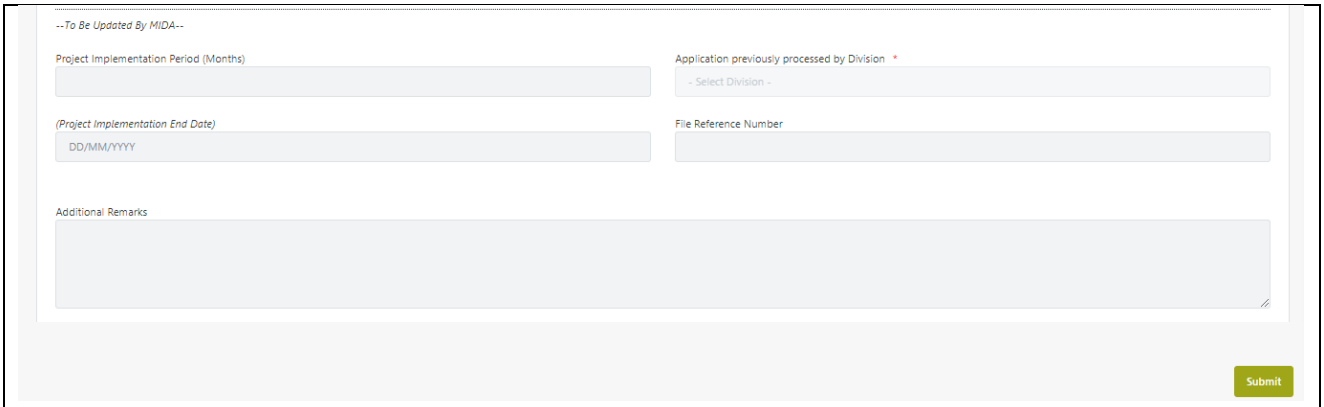


The details of the selected approved record will be displayed.

1. To go back to the Industrial Profile, click here.
2. Company No: The Company Name.
3. Project Reference No: MIDA Reference Number of the project.
4. Premise/Operational Address: The premise's or factory's address.
5. Approval Letter Details: Displays the details of the Approved record.
6. Project Cost: To view the Project Cost, click this tab.
7. Project Financing: To view the Project Financing, click this tab.
8. Manpower: To view the Project Manpower, click this tab.
9. Conditions: To view the conditions of the project, click this tab.
10. Product(s)/Activity(s): The latest approved products will be displayed in this table.
11. The approval documents or letters will be displayed here to be downloaded.
12. Other Supporting Documents: If the record has been uploaded during the submission of the Previous Approved record (Pre-eTRANs) via the IRPM entry screen, the documents will be displayd here.

3.3.4.2 Add Previous Approved Record


Company Name
KATZ FINANCING INSTITUTION (KAT-888)
Add Previously Approval of Application to sell Product in Domestic Market
Type Of Approval Record *
Application to Sell Products in Domestic Market by a FIZ/LMW Status Company
Sector *
Manufacturing
Company Name *
Katz Financing Institution
MIDA Reference No. (MRN No.) *
Type Of Application *
New
Implementation Status
- Select Status-
Date of Approval *
DD/MM/YYYY
Implementation Survey Serial No (Optional)
Project Status *
Active
Main Industry *
- Select Industry -
Factory/Premise Location Address *
Address 1
Address 2
Address 3 (optional)
Country *
Malaysia
State *
Select State
City *
Select City
Postcode *
Tel No
Fax No
Premise/Factory Area *
Select Premise Area
Product(s) & Activity(s) *
No.
Product(s)/Activity(s) *
MSIC Item Code *
HS Tariff Code
Main Product
Add Record
Remarks
Limited to 1000 characters only.
Export Condition
Limited to 1000 characters only.
Approval Letter & Lampiran A *
No.
Description
Filename
No items to show...
Add New
Other Supporting Documents eg. Agreement, Lampiran 1, Lampiran 2
No.
Description
Filename
No items to show...
Add New Supporting Document



If there are any existing Approval to Sell Products in Domestic Market, which was approved before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

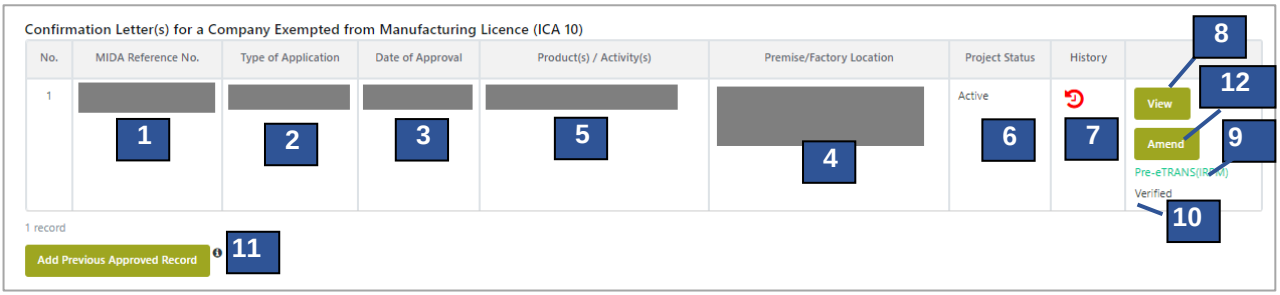
1. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
2. Type is Application: Type of the approved application, either New or Expansion or Diversification.
3. Implementation Survey: The current status of Implemetation of the project.
4. Date of Approval: Approval Date of the project.
5. Implementation Survey Serial no: This is optional, if you know the serial number, you can key it in, else just leave it empty.
6. Main Industry: The main industry of the project.
7. Project Status: Default to Active.
8. Factory/Premise Location Address : Key in the Factory/Premise Address in the Address 1, Address 2 and Address 3 (Optional) fields.
9. Country: Default to Malaysia.
10. State: Select the State after selecting the country.
11. City: Select the State before selecting the city.
12. Tel No: The factory/premise's contact telephone number
13. Fax No: The factory/premise's contact fax number.

14. Premise/Factory Area: The Industrial area where the factory/premise is located.
15. Product(s)/Activity(s) table: Key in the product(s)/activity(s) that were approved.
16. Remarks: To describe any extra information with regards to the approved project which might be helpful in the verification this record.
17. Equity Condition: If there are any equity conditions mentioned in the previous Decision Letter, do key in the conditions here.
18. Export Condition: If there are any export conditions mentioned in the previous Decision Letter, do key in the conditions here.
19. Interim Letter and Lampiran A: To upload the previous Approval Decision Letter and conditions document.
20. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
21. Save: Click the Save Button to save as draft application
22. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

For Office Use Only section

23. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
24. Application previously processed by Division: The division that previously processed this application.
25. (Project Implementation End Date): The end date by when the project needs to be Implemented.
26. File Reference Number: The MIDA File Reference number / KF Number

3.3.5 Confirmation Letter(s) for a Company Exempted from Manufacturing Licence (ICA 10)



**InvestMalaysia formerly known as eTRANS.*

All approved Confirmation Letter(s) i.e ICA0 records will be listed in this table.

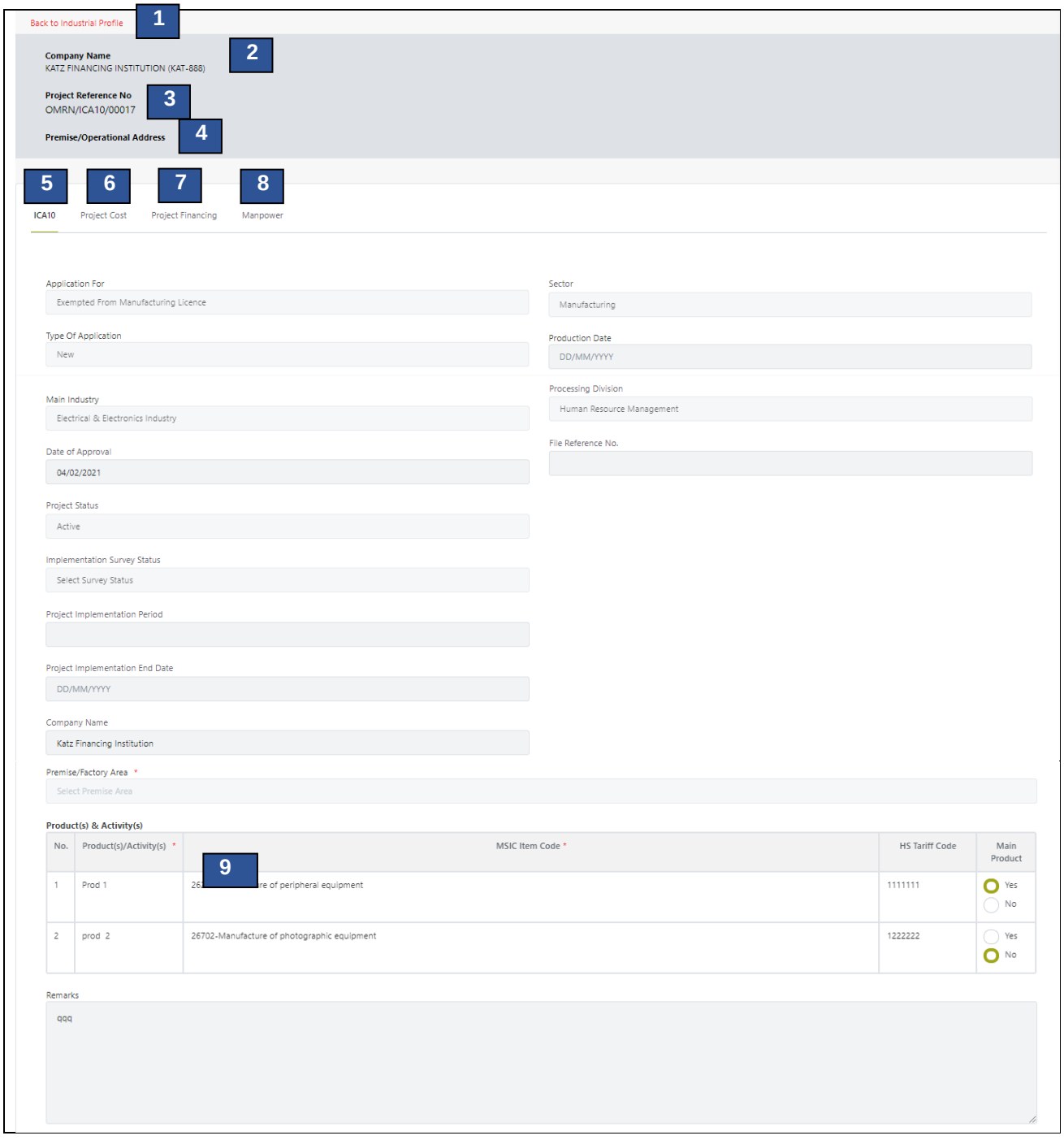
1. MIDA Reference No (MRN No): The Approved Project's MIDA Reference number.
2. Type is Application: either New or Expansion or Diversification.
3. Date of Approval: The date of approval of the Project.
4. Product(s)/Activiti(s): The product or/and activity of the Manufacturing Licence.
5. Premise/Factory Location: The Premise/Factory Address.
6. Project Status: Active or Inactive.
7. History: Clicking the history icon will display the trail of changes for the selected record.
8. View button: Clicking this button will open the details of the approved record (refer 3.8.5.1)
9. Source (Version): Displays the Source of the record which can be from eTRANS or Pre-eTRANS. The Version shows the version of the record ; from eTRANS, entered from IRPM, migrated record etc.
10. Record Verification Status:
    i. Save records will be displayed as "Draft" and editable before submit.
    ii. Approved records form eTRANS system will be displayed as "Verified".
    iii. Pre-eTRANS records that have been verified by a MIDA officer will be

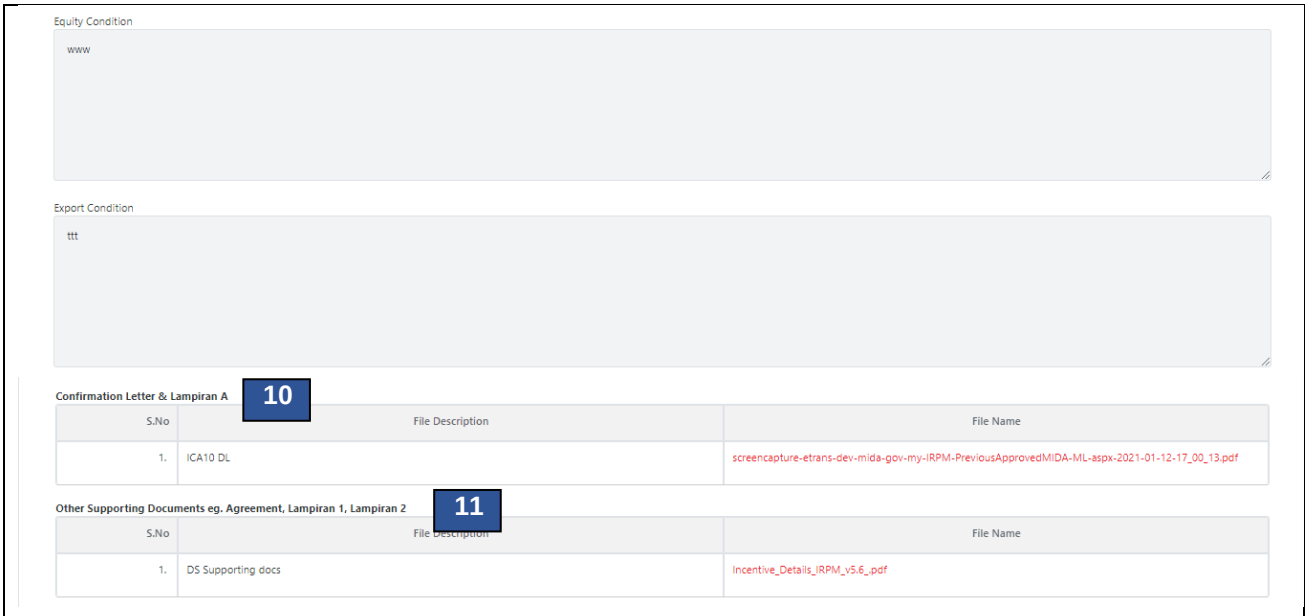
displayed as “Verified”

iv. Pre-eTRANS records that have yet to be verified will be displayed as “Pending for Verification”

11. Add Previous Approved button: If there are any previously approved (Pre-eTRANS records) ICA10 record that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.5.2).
12. Amend button: Clicking this button will open and the company will be able to amend the details of the approved records (refer 3.3.5.3).

3.3.5.1 View Details

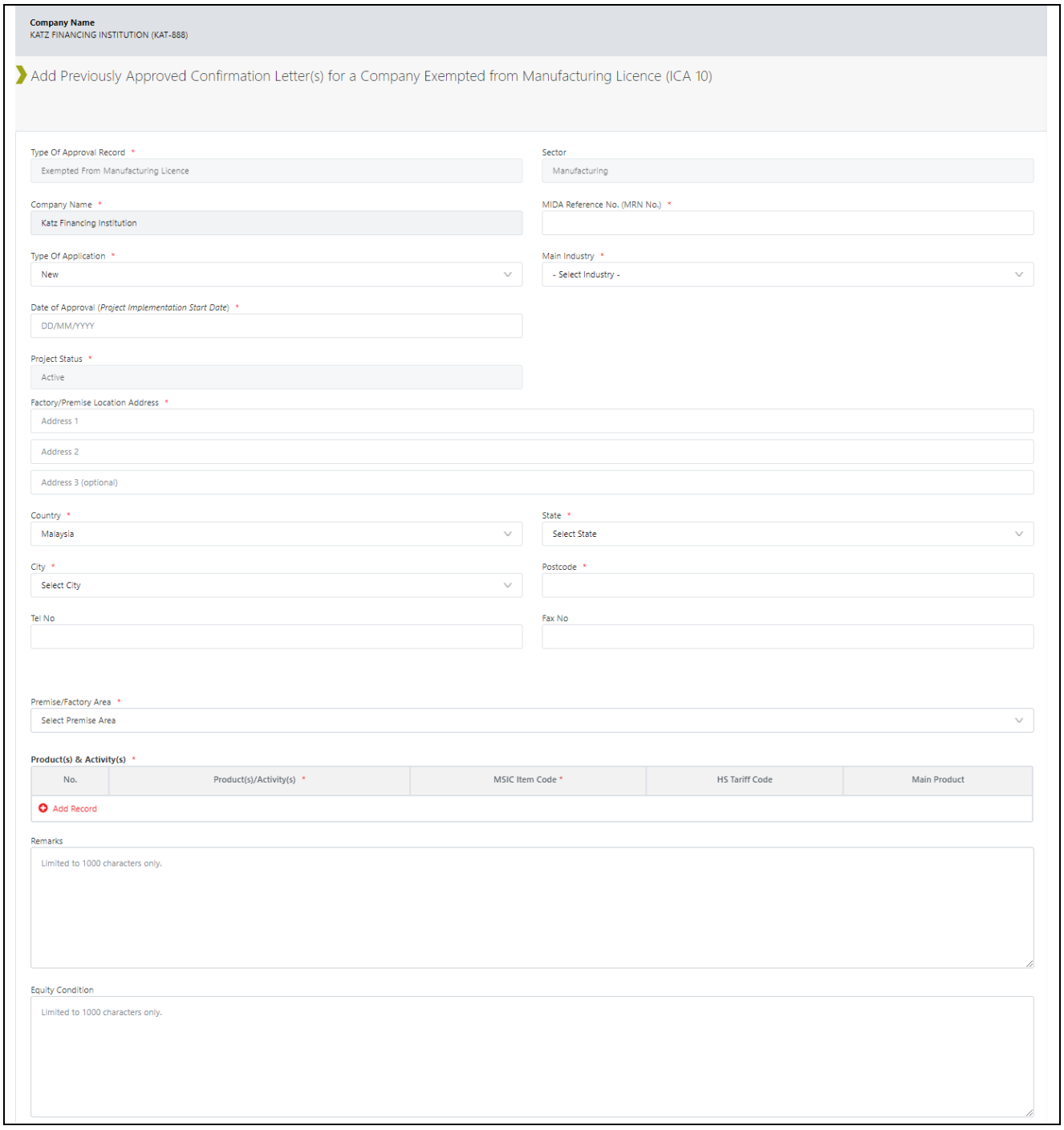


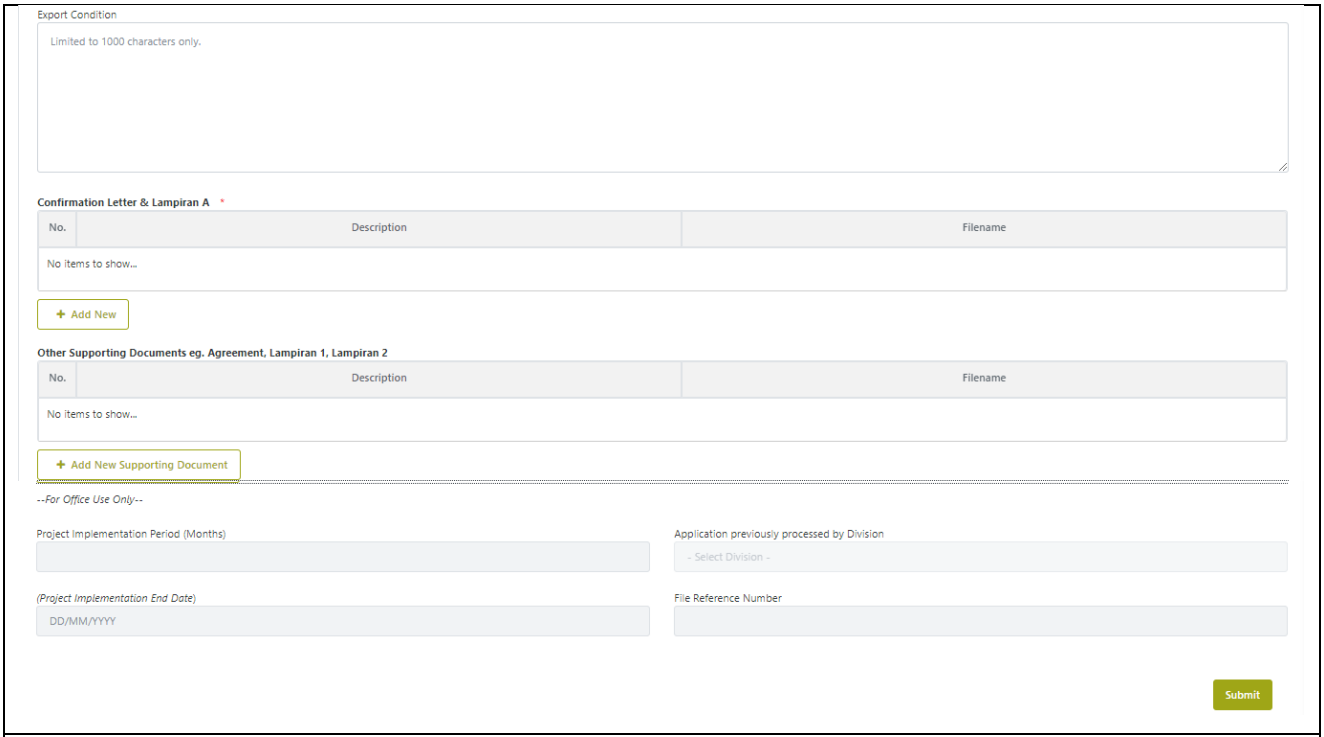


The details of the selected approved record will be displayed.

1. To go back to the Industrial Profile, click here.
2. Company No: The Company Name.
3. Project Reference No: The MIDA Reference Number of the project.
4. Premise/Operational Address: The premise's or factory's address.
5. Approval Letter Details: Displays the details of the Approved record.
6. Project Cost: To view the Project Cost, click this tab.
7. Project Financing: To view the Project Financing, click this tab.
8. Manpower: To view the Project Manpower, click this tab.
9. Product(s)/Activity(s): The latest approved products will be displayed in this table.
10. The approval documents or letters will be displayed here to be downloaded.
11. Other Supporting Documents: If the record has been uploaded during the submission of the Previous Approved record (Pre-eTRANs) via the IRPM entry screen, the documents will be displayd here.

3.3.5.2 Add Previous Approved Record





If there are any existing Approval of ICA10 which was approved before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

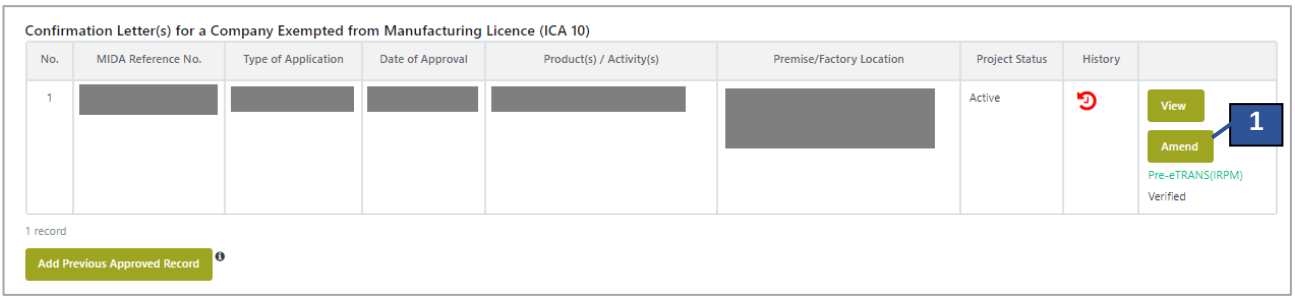
1. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
2. Type is Application: Type of the approved application, either New or Expansion or Diversification.
3. Date of Approval: Approval Date of the project.
4. Main Industry: The main industry of the project.
5. Project Status: Default to Active.
6. Factory/Premise Location Address : Key in the Factory/Premise Address in the Address 1, Address 2 and Address 3 (Optional) fields.
7. Country: Default to Malaysia.
8. State: Select the State after selecting the country.
9. City: Select the State before selecting the city.

10. Tel No: The factory/premise's contact telephone number
11. Fax No: The factory/premise's contact fax number.
12. Premise/Factory Area: The Industrial area where the factory/premise is located.
13. Product(s)/Activity(s) table: Key in the product(s)/activity(s) that were approved.
14. Remarks: To describe any extra information with regards to the approved project which might be helpful in the verification this record.
15. Equity Condition: If there are any equity conditions mentioned in the previous Decision Letter, do key in the conditions here.
16. Export Condition: If there are any export conditions mentioned in the previous Decision Letter, do key in the conditions here.
17. Confirmation Letter and Lampiran A: To upload the previous Approval Decision Letter and conditions document.
18. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
19. Save: Click the Save Button to save as draft application
20. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

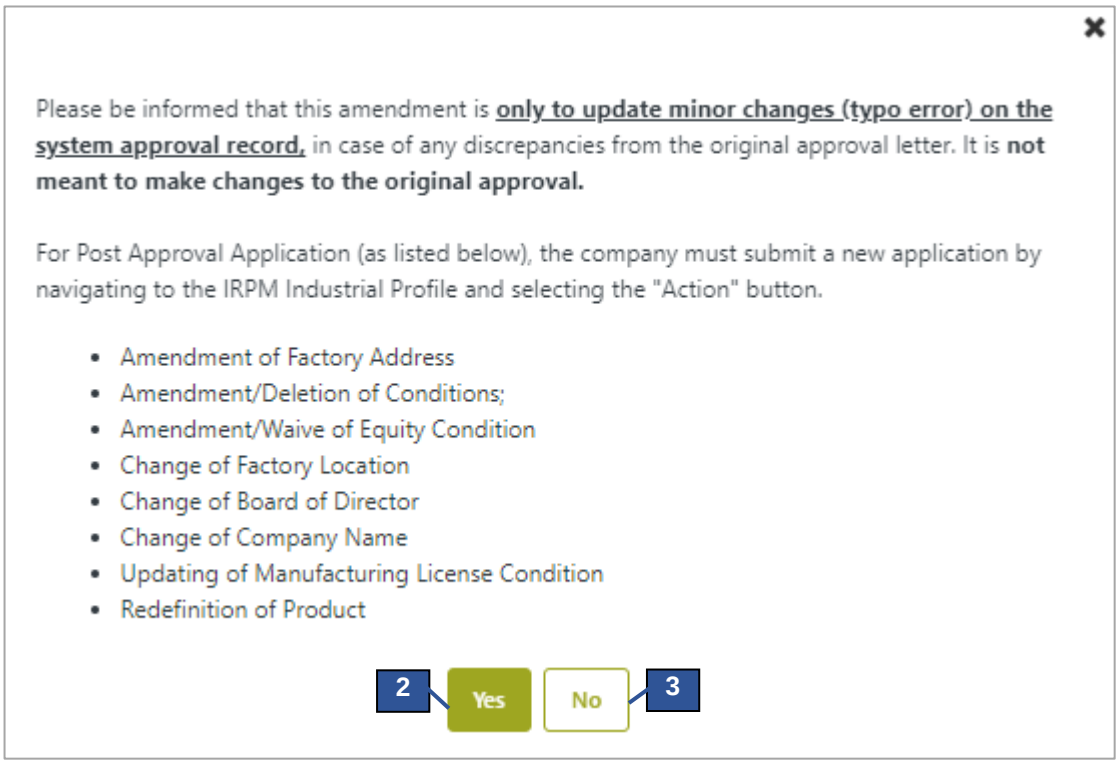
For Office Use Only section

21. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
22. Application previously processed by Division: The division that previously processed this application.
23. (Project Implementation End Date): The end date by when the project needs to be Implemented.
24. File Reference Number: The MIDA File Reference number / KF Number

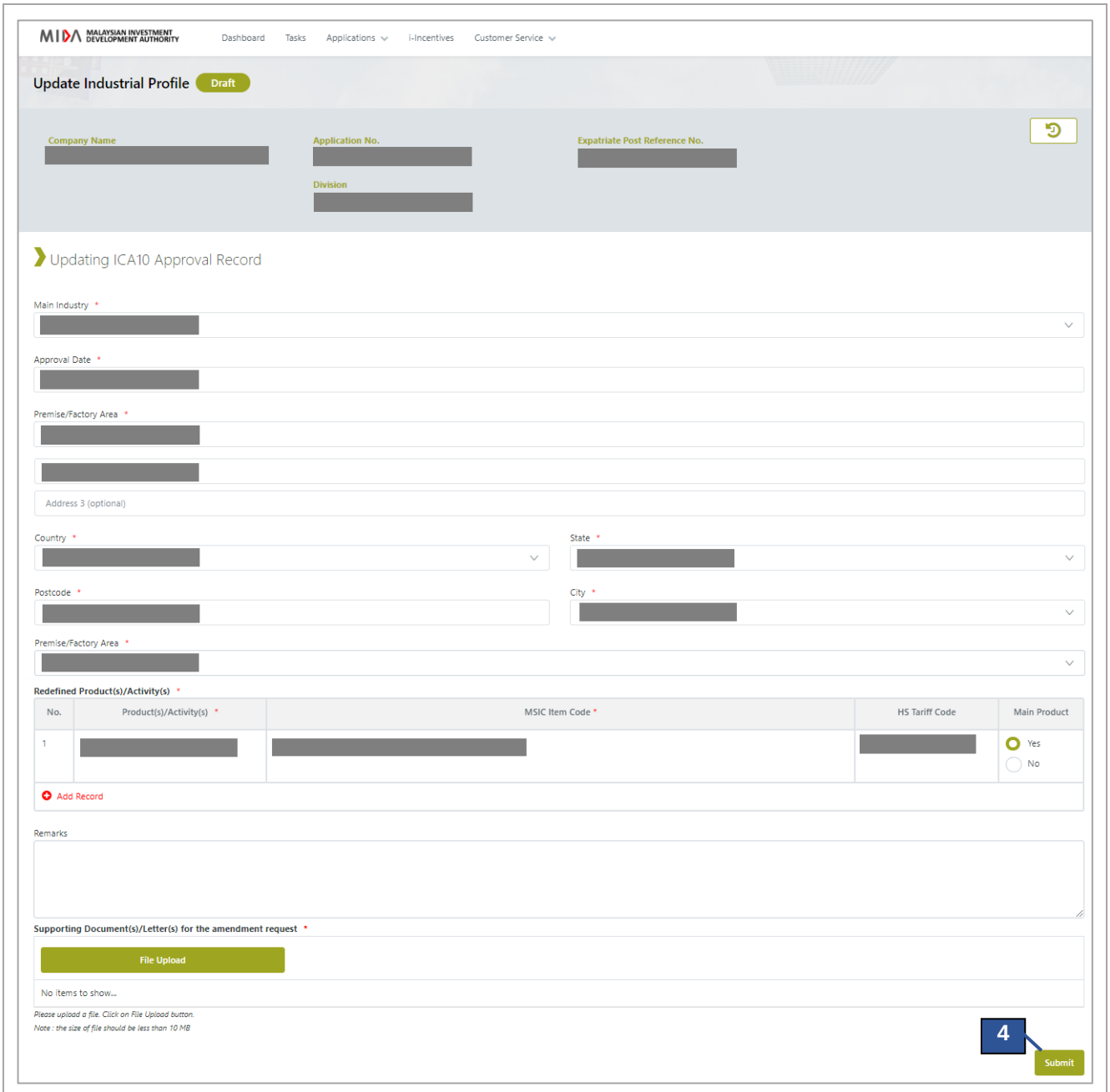
3.3.5.3 Amend



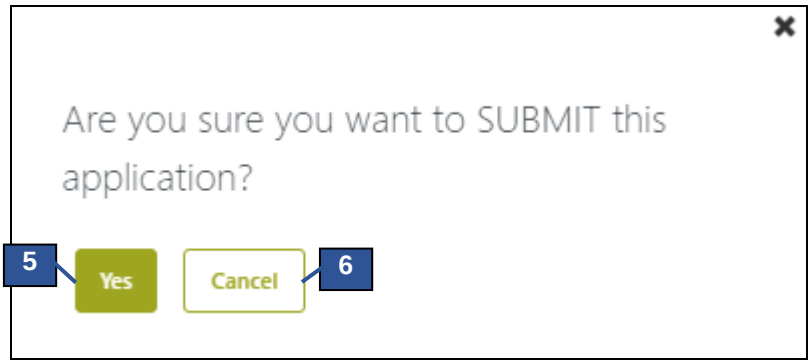
1. Click the **[Amend]** button and the below popup will be displayed.



2. Click the **[Yes]** button and the system will display the amend form to be updated.
3. Click the **[No]** button to close the popup.

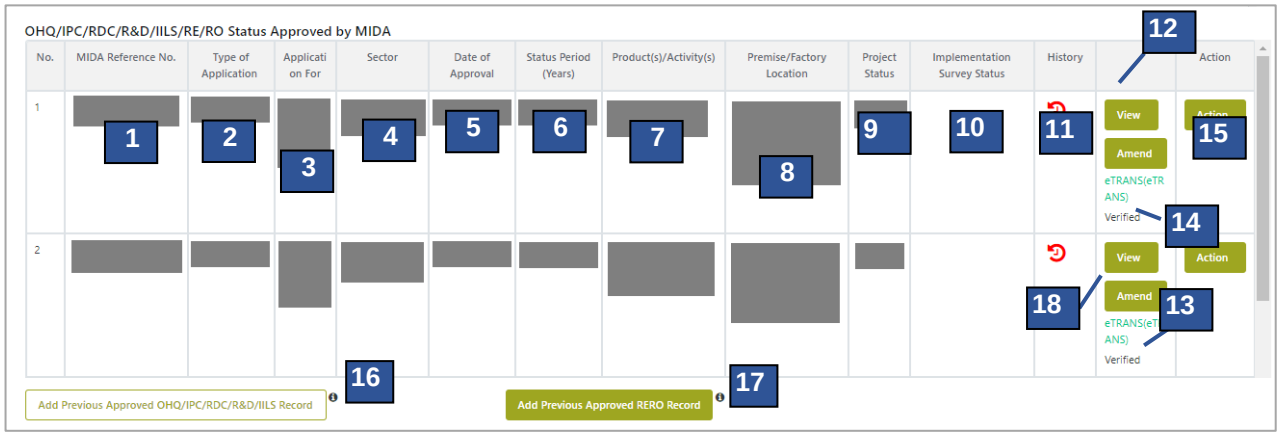


4. Update the information and click the **[Submit]** button. The below popup will be displayed.



5. Click the **[Yes]** button to submit the updated information.
6. Click the **[Cancel]** button to close the popup.

3.3.6 OHQ/IPC/RDC/R&D/IILS/RE/RO Status Approved by MIDA



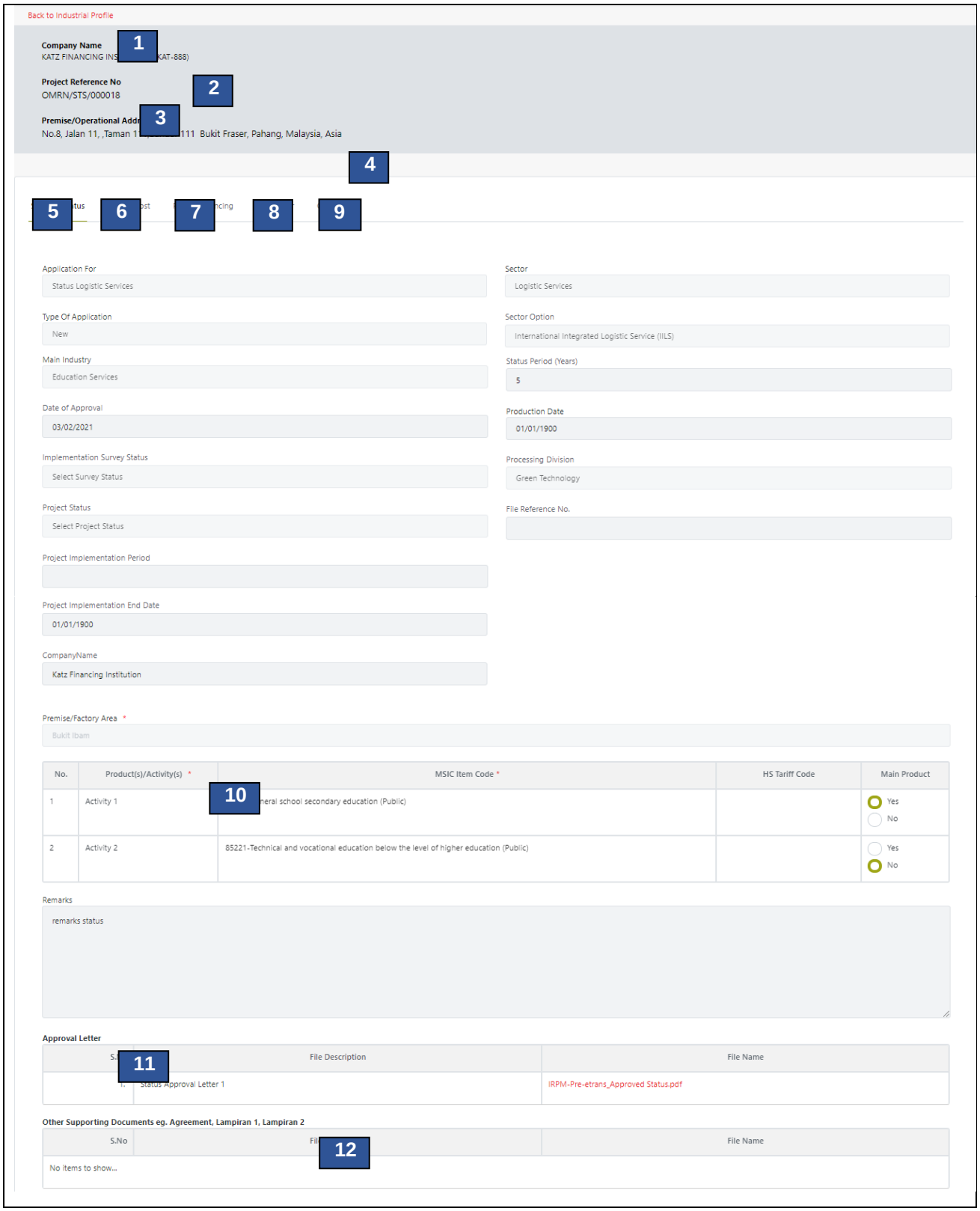
**InvestMalaysia formerly known as eTRANS.*

All approved Manufacturing Licence records will be listed in this table.

1. MIDA Reference No (MRN No): The Approved Project's MIDA Reference number.
2. Type is Application: either New or Expansion or Diversification.
3. Application For: The type of status application.
4. Sector : The sector which is tied to the approved Status record.
5. Date of Approval: The date of approval of the Project.
6. Status Period (Years): The status period.
7. Product(s)/Activiti(s): The product or/and activity of the approved record.
8. Premise/Factory Location: The Premise/Factory Address.
9. Project Status: Active or Inactive.
10. Implementation Survey Status: Status of Project from the submitted Implementation survey result.
11. History: Clicking the history icon will display the trail of changes for the selected record.
12. View button: Clicking this button will open the details of the approved record (refer 3.8.6.1)

13. Source (Version): Displays the Source of the record which can be from eTRANS or Pre-eTRANS. The Version shows the version of the record ; from eTRANS, entered from IRPM, migrated record etc.
14. Record Verification Status:
    i. Save records will be displayed as ”Draft” and editable before submit
    ii. Approved records form eTRANS system will be displayed as “Verified”.
    iii. Pre-eTRANS records that have been verified by a MIDA officer will be displayed as “Verified”
    iv. Pre-eTRANS records that have yet to be verified will be displayed as “Pending for Verification”
15. Action button: Clicking this button will pop-up a list of post approval applications available.
16. Add Previous Approved OHQ/IPC/RDC/R&D/IILS button: If there are any previously approved (Pre-eTRANS records) Status in this catergory that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.6.2).
17. Add Previous Approved RERO button: If there are any previously approved (Pre-eTRANS records) Status in this catergory that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.6.2).
18. Amend button: Clicking this button will open and the company will be able to amend the details of the approved records (refer 3.3.6.3).

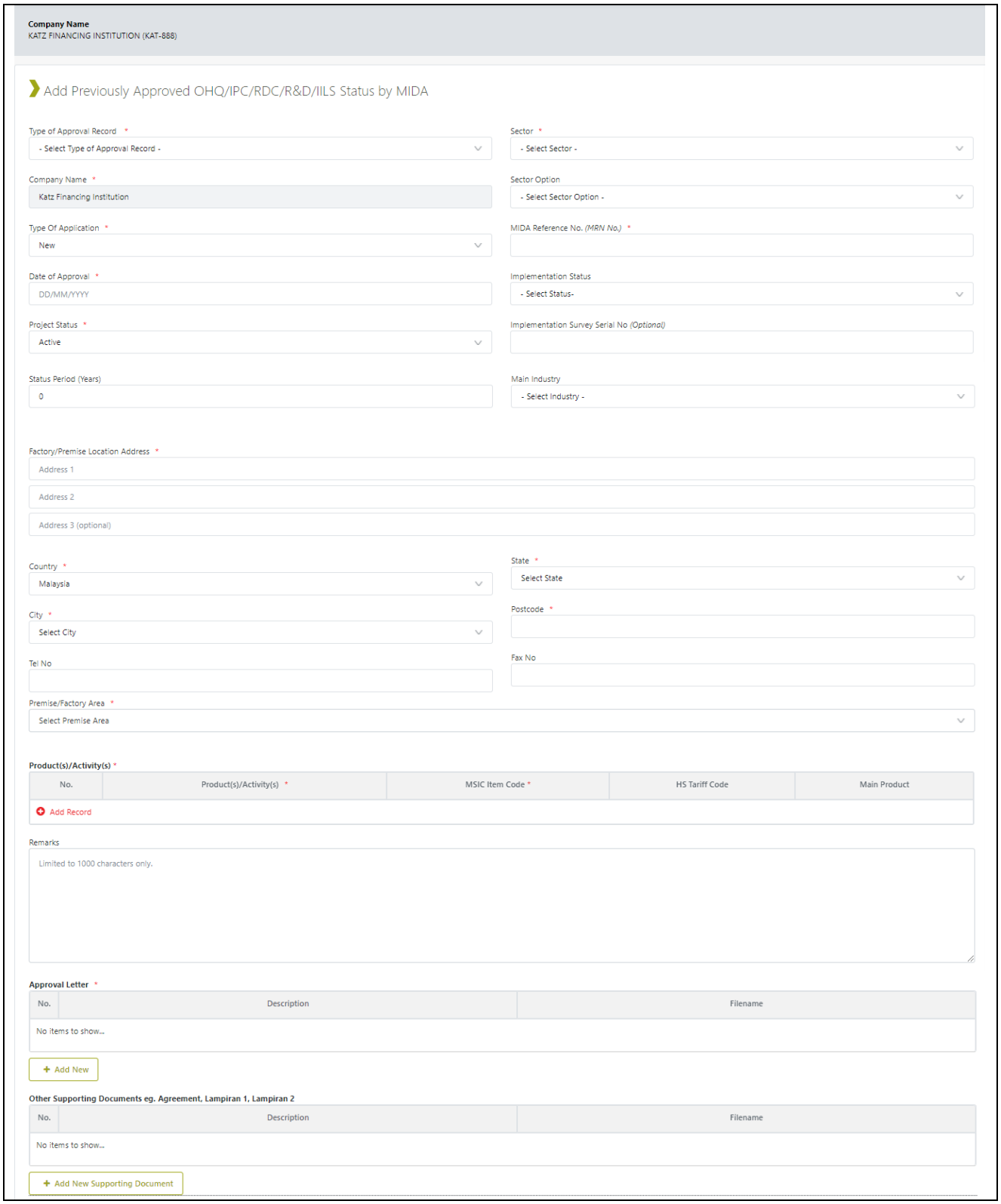
3.3.6.1 View Details

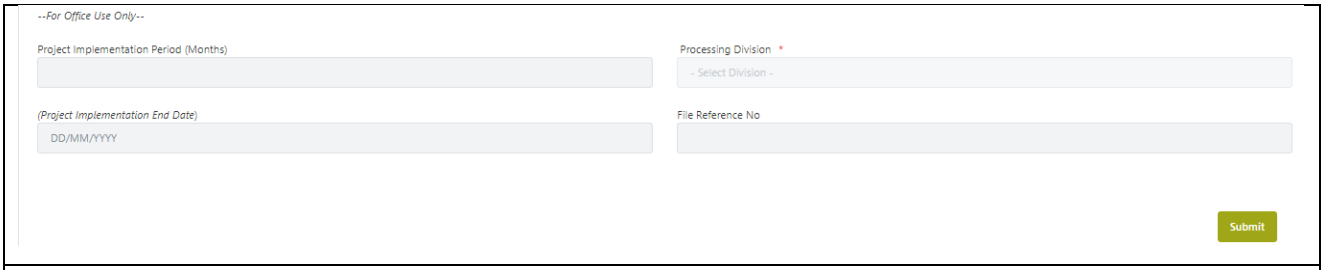


The details of the selected approved record will be displayed.

1. To go back to the Industrial Profile, click here.
2. Company No: The Company Name.
3. Project Reference No: The MIDA Reference Number of the project.
4. Sector: The sector of the which the approved record is tied to.
5. Sector Option: A more detailed descrition of the sector (if required).
6. Premise/Operational Address: The premise's or factory's address.
7. Approval Letter Details: Displays the details of the Approved record.
8. Project Cost: To view the Project Cost, click this tab.
9. Project Financing: To view the Project Financing, click this tab.
10. Manpower: To view the Project Manpower, click this tab.
11. Conditions: To view the Project Conditions, click this tab.
12. Product(s)/Activity(s): The latest approved products will be displayed in this table.
13. The approval documents or letters will be displayed here to be downloaded.
14. Other Supporting Documents: If the record has been uploaded during the submission of the Previous Approved record (Pre-eTRANs) via the IRPM entry screen, the documents will be displayd here.

3.3.6.2 Add Previous Approved OHQ/IPC/RDC/R&D/IILS Record





If there are any existing approved services status, which was approved before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

1. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
2. Type is Application: Type of the approved application, either New or Expansion or Diversification.
3. Implementation Survey: The current status of Implemetation of the project.
4. Date of Approval: Approval Date of the project.
5. Implementation Survey Serial no: This is optional, if you know the serial number, you can key it in, else just leave it empty.
6. Main Industry: The main industry of the project.
7. Project Status: Default to Active.
8. Status Period : The number of years of the status period.
9. Factory/Premise Location Address : Key in the Factory/Premise Address in the Address 1, Address 2 and Address 3 (Optional) fields.
10. Country: Default to Malaysia.
11. State: Select the State after selecting the country.
12. City: Select the State before selecting the city.
13. Tel No: The factory/premise's contact telephone number
14. Fax No: The factory/premise's contact fax number.
15. Premise/Factory Area: The Industrial area where the factory/premise is located.

16. Product(s)/Activity(s) table: Key in the product(s)/activity(s) that were approved.
17. Remarks: To describe any extra information with regards to the approved project which might be helpful in the verification this record.
18. Approval Letter: To upload the previous Approval Decision Letter and conditions document.
19. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
20. Save: Click the Save Button to save as draft application
21. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

For Office Use Only section

22. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
23. Application previously processed by Division: The division that previously processed this application.
24. (Project Implementation End Date): The end date by when the project needs to be Implemented.
25. File Reference Number: The MIDA File Reference number / KF Number

3.3.6.3 Add Previous Approved RE/RO Record

Company Name
KATZ FINANCING INSTITUTION (KAT-888)

Add Previously RE/RO Status by MIDA

Type of Approval Record *
Rero Status Approved by MIDA

Sector *
Global Establishment

Type Of Application *
New

Sector Option
- Select Sector Option -

Date of Approval *
DD/MM/YYYY

MIDA Reference No. *(MRN No.)* *

Status Period (Years) *
0

Expiry Date *
DD/MM/YYYY

Project Status *
Active

Factory/Premise Location Address *
Address 1
Address 2
Address 3 (optional)

Country *
Malaysia

State *
-Select State -

City *
- Select City -

Postcode *

Contact Person *

Designation *

Tel No

Fax No

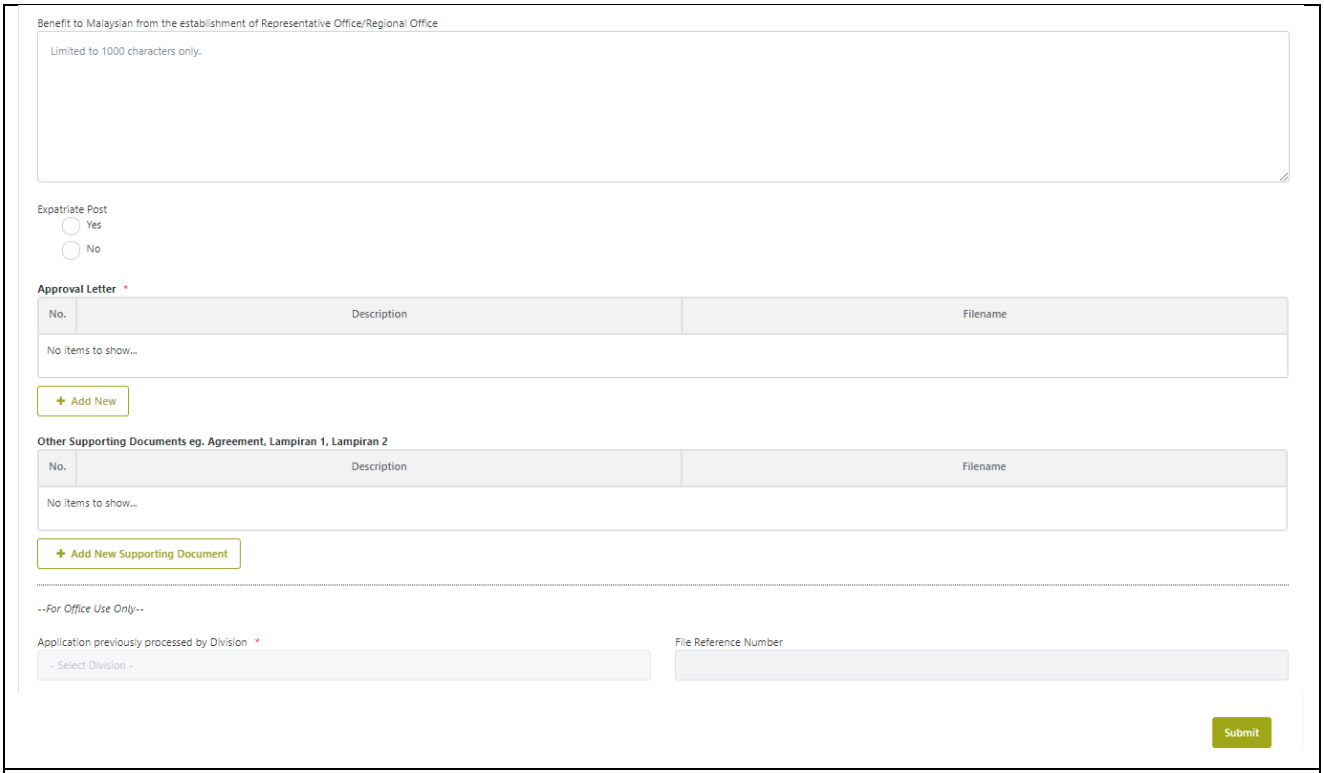
Production/Activities of Parent Company
- Manufacturing
- Trading
- Services
- Tourism
- Education
- Others (Please Specify)

Does the company have any agents / affiliates / subsidiaries branches conducting business in Malaysia, South east Asia or Asia Pacific Region?
- Ya / Yes
- Tidak / No

Company Name	Address *	Country *	State *	City *	Postcode *	Activity	Equity Held by Parent Company %	Relationship with Parent Company (Agent/Affiliate/Subsidiary/Brach)
Add OtherBusinessLocation								

Purpose of Establishment
Limited to 1000 characters only.

Activities of Proposed Office
Limited to 1000 characters only.



If there are any existing approved RE/RO status which was approved before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

1. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
2. Type is Application: Type of the approved application, either New or Expansion or Diversification.
3. Date of Approval: Approval Date of the project.
4. Sector: The sector of the which the approved record is tied to.
5. Sector Option: A more detailed descrition of the sector (if required).
6. Project Status: Default to Active.
7. Status Period (Years): Status years.
8. Expiry Date : Status Expiry date.
9. Factory/Premise Location Address: Key in the Factory/Premise Address in the

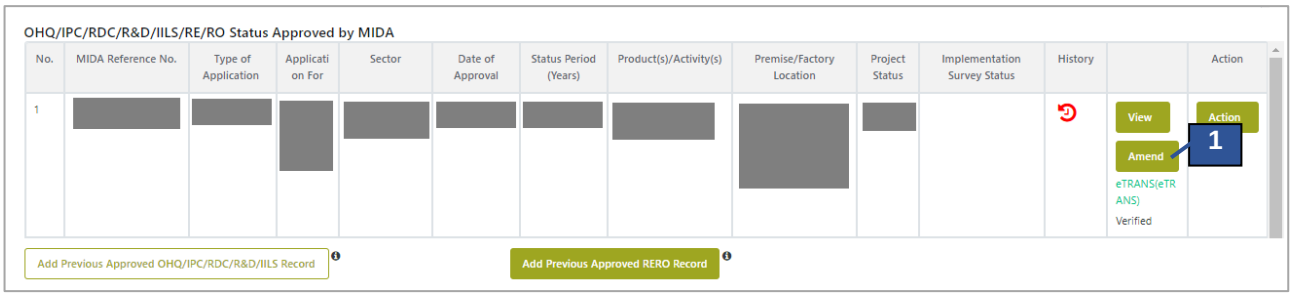
Address 1, Address 2 and Address 3 (Optional) fields.

10. Country: Default to Malaysia.
11. State: Select the State after selecting the country.
12. City: Select the State before selecting the city.
13. Contact Person: The contact person's name.
14. Designation: The designation of the contact person.
15. Tel No: The factory/premise's contact telephone number
16. Fax No: The factory/premise's contact fax number.
17. Production/Activity of Parent Company: Select the relevant production or activity of the parent company
18. Purpose of Establishment: Key in the purpose of establishment.
19. Activities of Proposed Office: Key in the Activities of the Proposed Office.
20. Benefit to Malaysian from the establishment of Representative Office/Regional Office: Key in the details as per the title.
21. Expatriate Post: If there were any expatriate posts approved for this RE/RO status record, select Yes in the radio button. This RE/RO record (when verified) will be listed when keying in the Previous Approved RE/RO Expatriate post (refer 3.8.9.3)
22. Approval Letter: To upload the previous Approval Decision Letter and conditions document.
23. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
24. Save: Click the Save Button to save as draft application
25. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

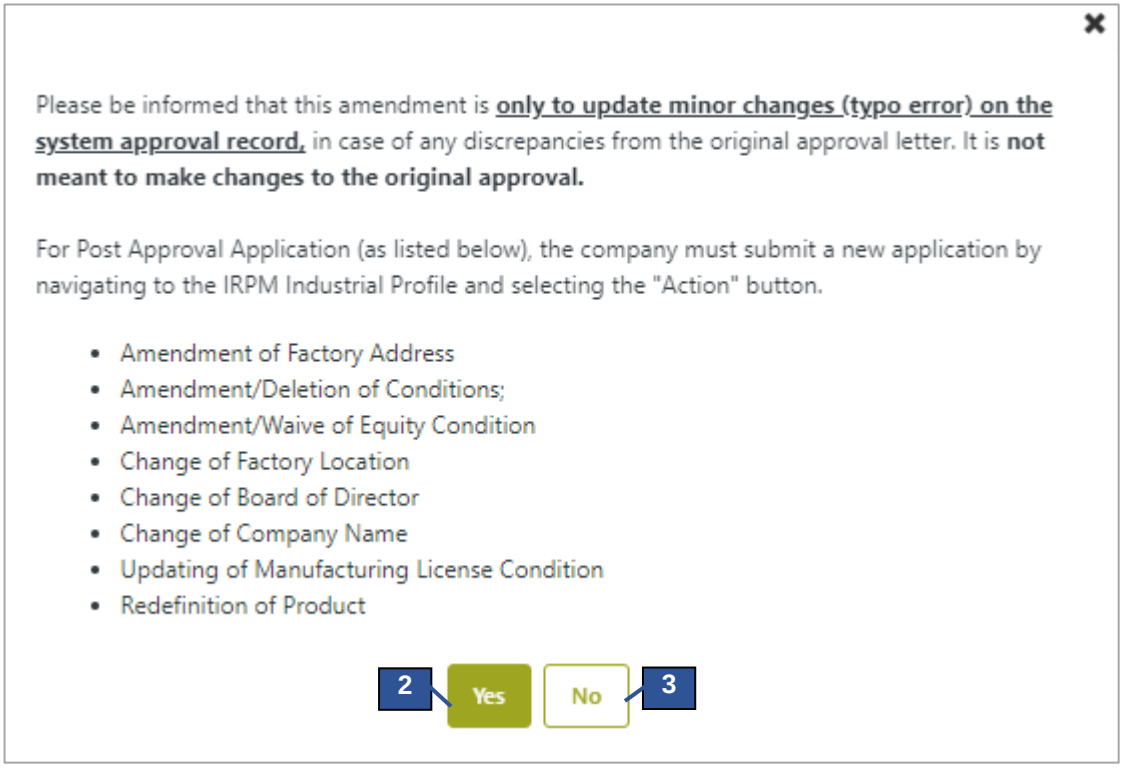
For Office Use Only section

26. Application previously processed by Division: The division that previously processed this application.
27. File Reference Number: The MIDA File Reference number / KF Number

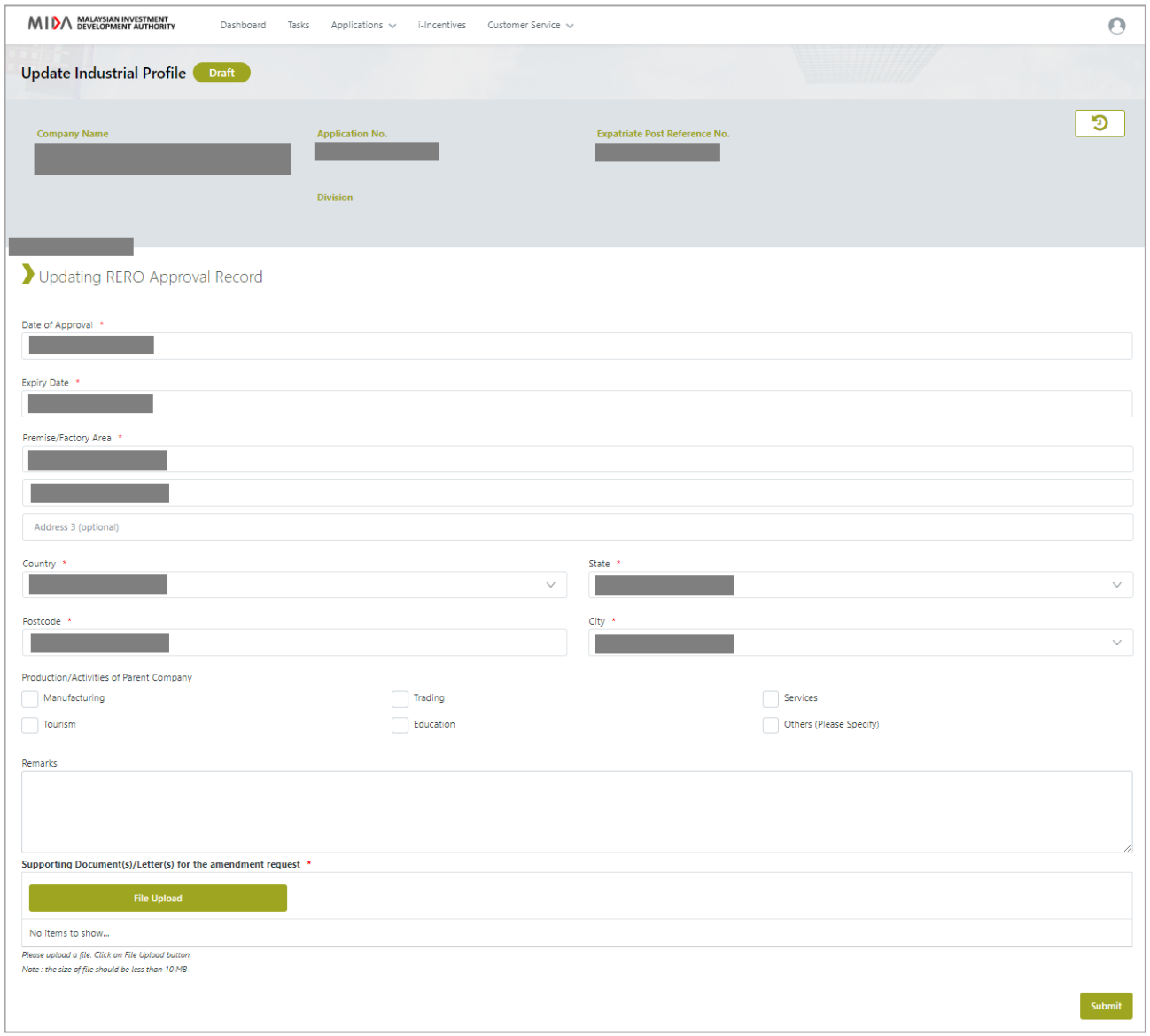
3.3.6.4 Amend



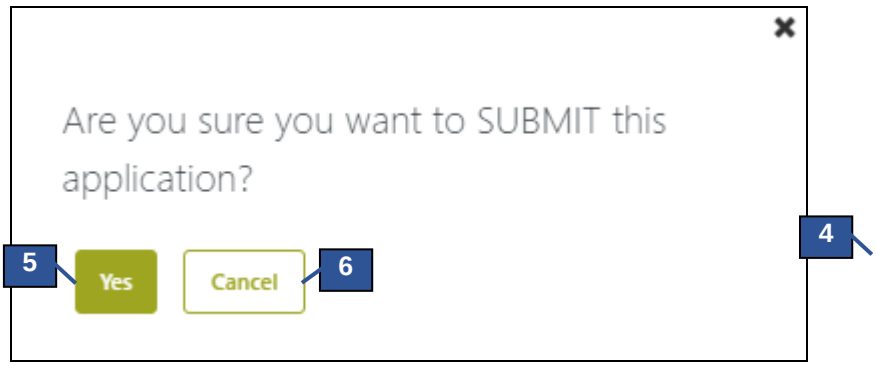
1. Click the **[Amend]** button and the below popup will be displayed.



2. Click the **[Yes]** button and the system will display the amend form to be updated.
3. Click the **[No]** button to close the popup.

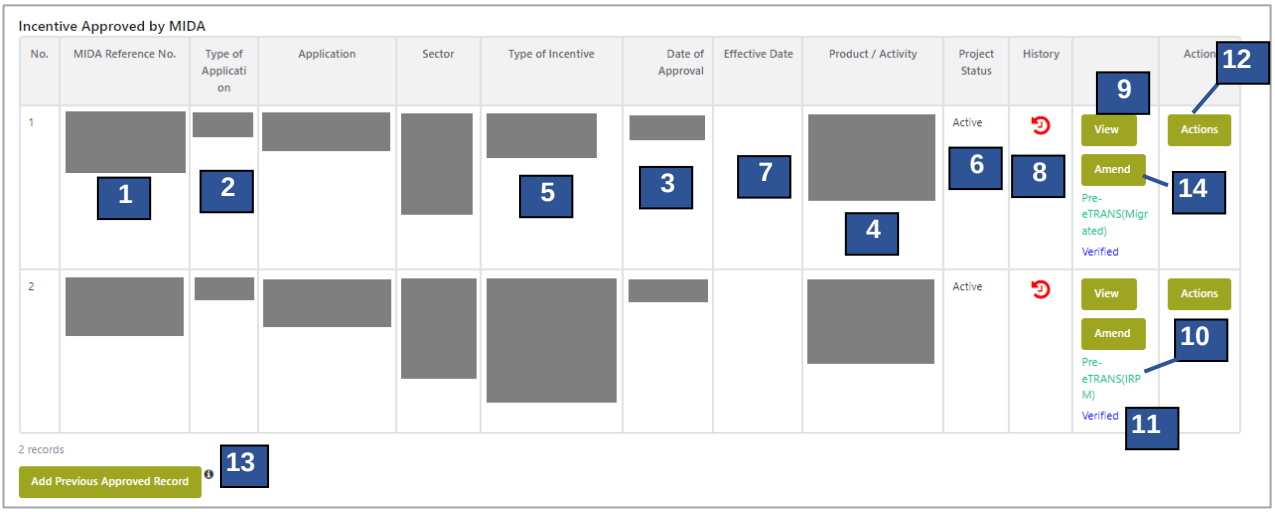


4. Update the information and click the **[Submit]** button. The below popup will be displayed.



5. Click the **[Yes]** button to submit the updated information.
6. Click the **[Cancel]** button to close the popup.

3.3.7 **Incentive Approved by MIDA**



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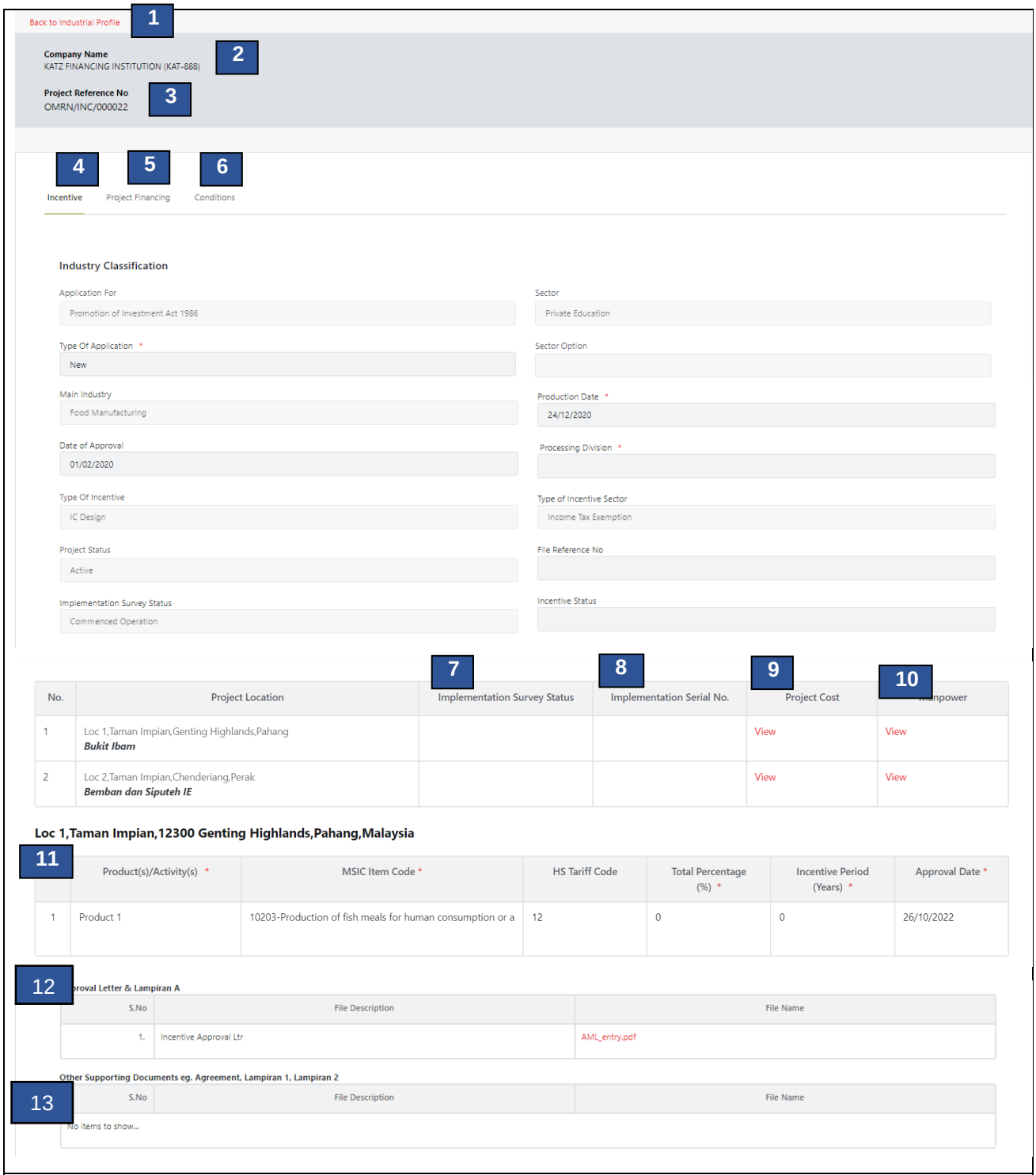
All approved Confirmation Letter(s) i.e ICA0 records will be listed in this table.

1. MIDA Reference No (MRN No): The Approved Project's MIDA Reference number.
2. Type is Application: either New or Expansion or Diversification.
3. Date of Approval: The date of approval of the Project.
4. Product(s)/Activiti(s): The product or/and activity of the Manufacturing Licence.
5. Premise/Factory Location: The Premise/Factory Address.
6. Project Status: Active or Inactive.
7. Implementation Survey Status: Status of Project from the submitted Implementation survey result.
8. History: Clicking the history icon will display the trail of changes for the selected record.
9. View button: Clicking this button will open the details of the approved record (refer 3.8.5.1)
10. Source (Version): Displays the Source of the record which can be from eTRANS or Pre-eTRANS. The Version shows the version of the record ; from eTRANS,

entered from IRPM, migrated record etc.

11. Record Verification Status:
    i. Save records will be displayed as ”Draft” and editable before submit
    ii. Approved records form eTRANS system will be displayed as “Verified”.
    iii. Pre-eTRANS records that have been verified by a MIDA officer will be displayed as “Verified”
    iv. Pre-eTRANS records that have yet to be verified will be displayed as “Pending for Verification”
12. Action button: Clicking this button will pop-up a list of post approval applications available.
13. Add Previous Approved button: If there are any previously approved (Pre-eTRANS records) Manufacturing Licence that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.5.2).
14. Amend button: Clicking this button will open and the company will be able to amend the details of the approved records (refer 3.3.1.3)

3.3.7.1 View Details

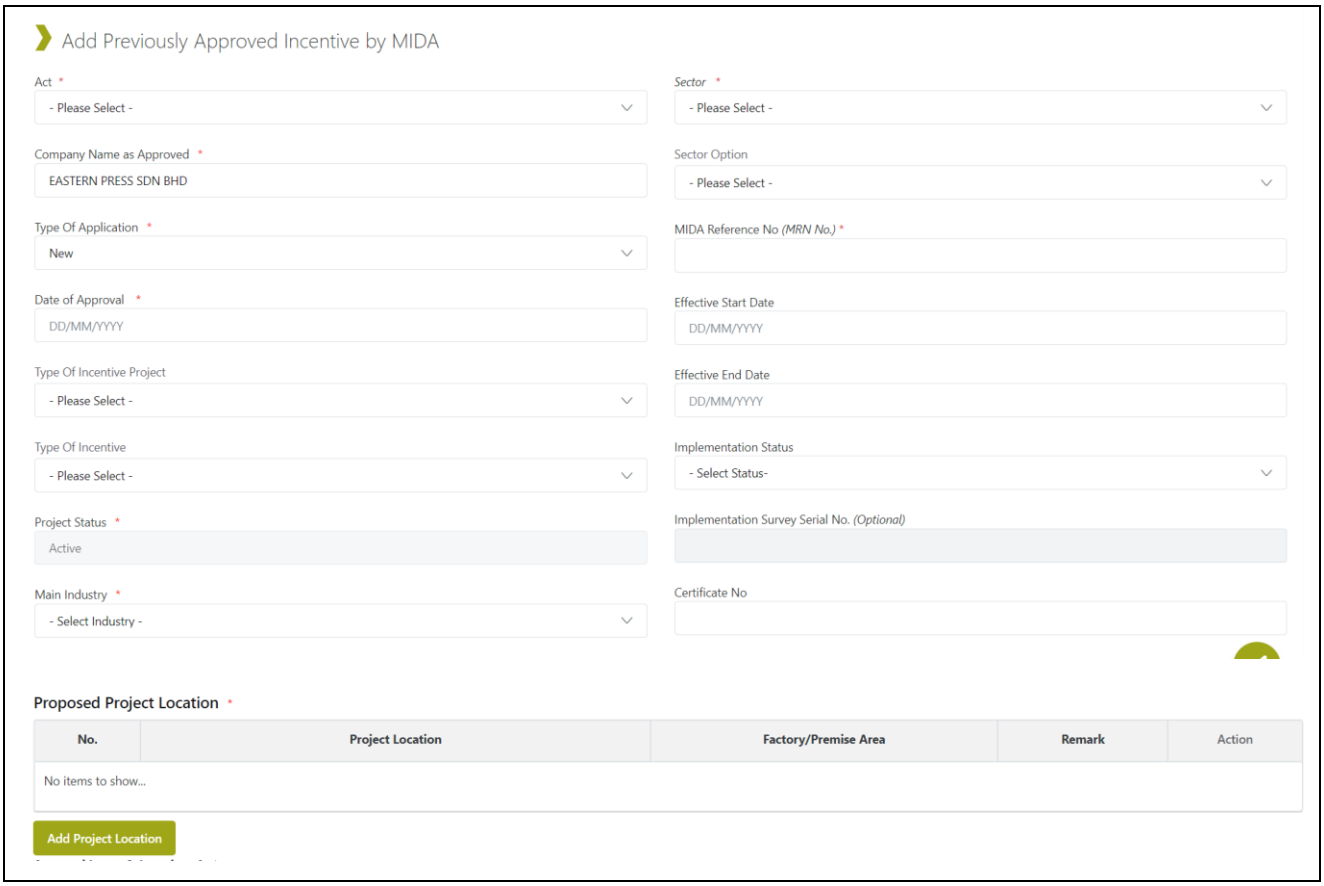


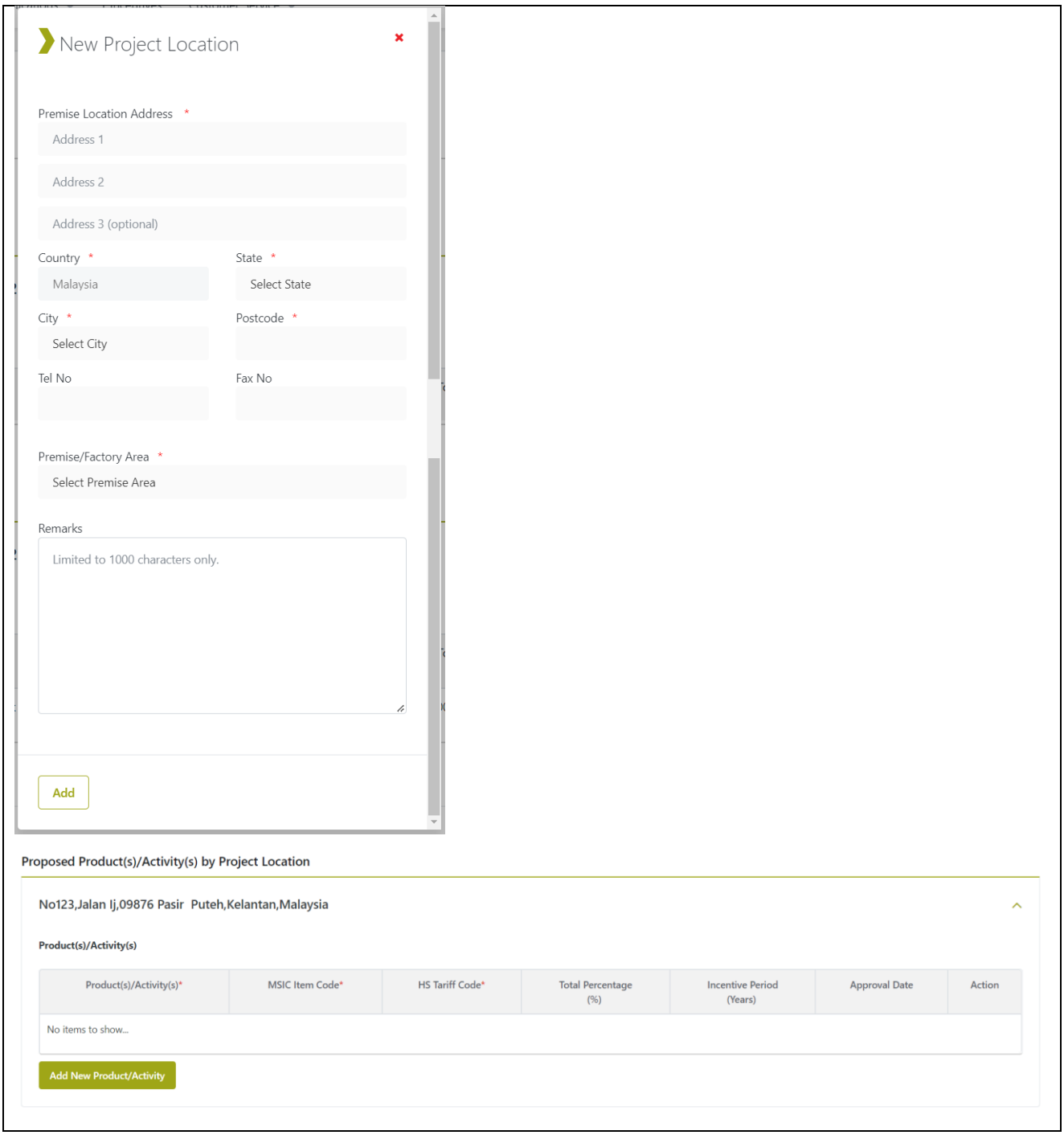
The details of the selected approved record will be displayed.

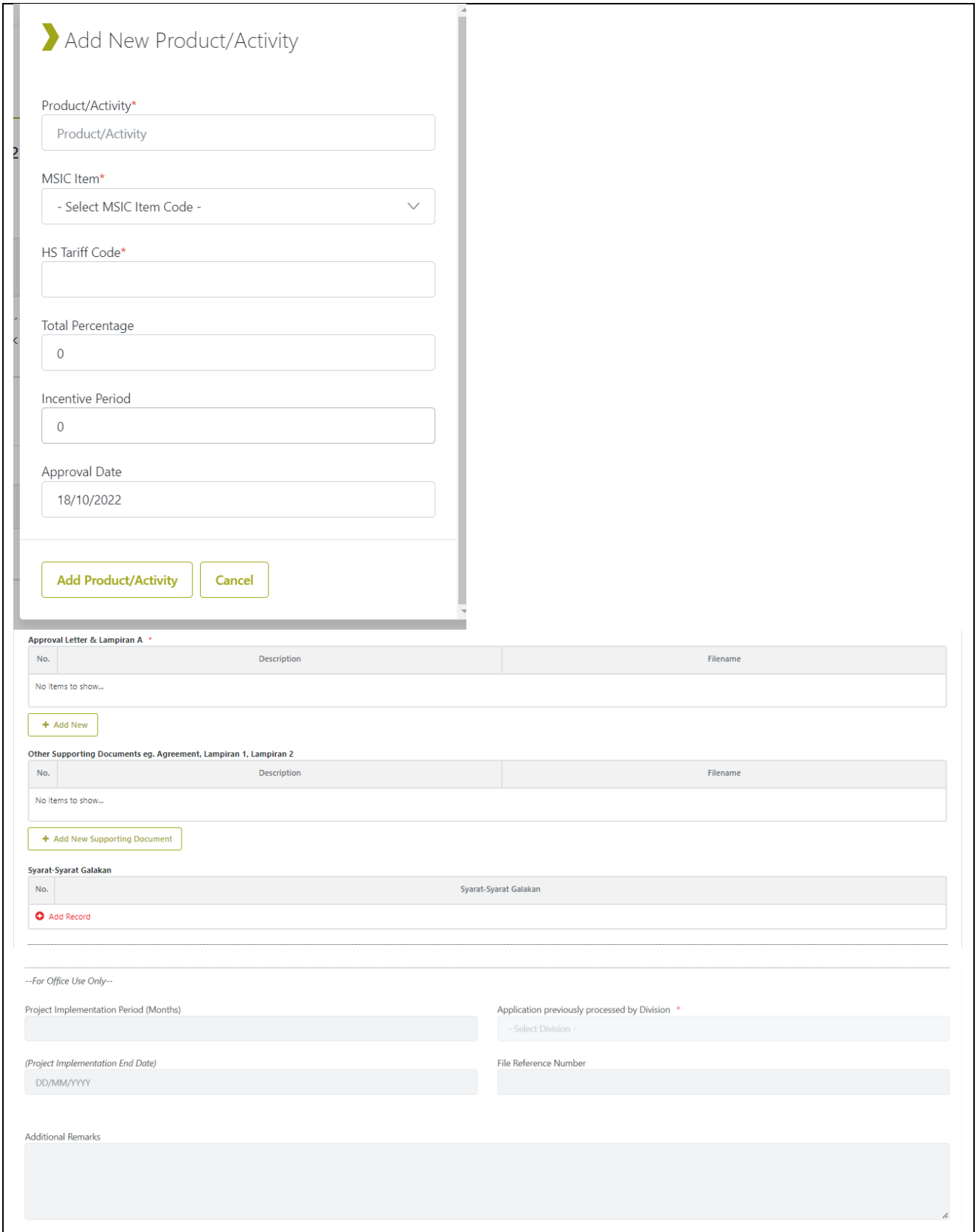
1. To go back to the Industrial Profile, click here.

2. Company No: The Company Name.
3. Project Reference No: The MIDA Reference Number of the project.
4. Incentive Details: The details of the approved incentive.
5. Project Financing: To view the Project Financing, click this tab.
6. Conditions: To view the Project Conditions, click this tab.
7. Implementation Status Survey: Implementation Status Survey will displayed in this column.
8. Implementation Serial No: Implementation Serial No will be dislayed in this column.
9. Project Cost: Click the link to view the project cost for the related location.
10. Manpower: Click the link to view the manpower for the related location.
11. Product(s)/Activity(s): The latest approved products will be displayed in this table.
12. The approval documents or letters will be displayed here to be downloaded.
13. Other Supporting Documents: If the record has been uploaded during the submission of the Previous Approved record (Pre-eTRANs) via the IRPM entry screen, the documents will be displayd here.

3.3.7.2 Add Previous Approved Record




New Project Location
Premise Location Address *
Address 1
Address 2
Address 3 (optional)
Country *
Malaysia
State *
Select State
City *
Select City
Postcode *
Tel No
Fax No
Premise/Factory Area *
Select Premise Area
Remarks
Limited to 1000 characters only.
Add
Proposed Product(s)/Activity(s) by Project Location
No123,Jalan Ij,09876 Pasir Puteh,Kelantan,Malaysia
Product(s)/Activity(s)
Product(s)/Activity(s)*
MSIC Item Code*
HS Tariff Code*
Total Percentage (%)
Incentive Period (Years)
Approval Date
Action
No items to show...
Add New Product/Activity



If there are any existing approved Incentives, which was approved before the

implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

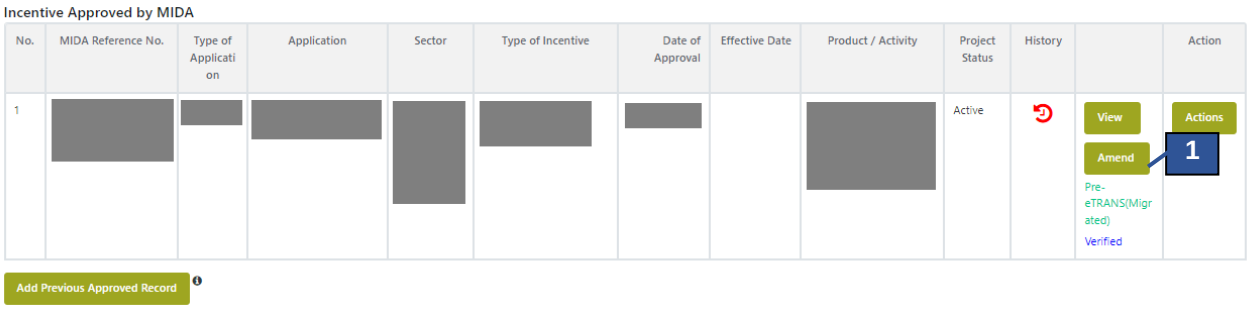
1. Act: Select the Act of the approved Incentive.
2. Sector: Sector
3. Sector Option: A more detail sector option based on the selected Sector (if any)
4. Company Name as Approved: Retrived from company profile
5. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
6. Type is Application: Type of the approved application, either New or Expansion or Diversification.
7. Date of Approval: Approval Date of the project.
8. Effective Start Date: Start Date of project
9. Type Of Incentive Project: List depends on the selected Act.
10. Effective End Date: End Date of project
11. Type Of Incentive: List depends on the selected Act.
12. Implementation Survey: The current status of Implemetation of the project.
13. Project Status: Default to Active
14. Implementation Survey Serial no: This is optional, if you know the serial number, you can key it in, else just leave it empty.
15. Main Industry: The main industry of the project.
16. Certificate No: You can find this Certificate No in the Approval Decision Letter
17. Add Project Location: Click button Add Project Location to add multiple project location
18. Factory/Premise Location Address: Key in the Factory/Premise Address in the Address 1, Address 2 and Address 3 (Optional) fields.
19. Country: Default to Malaysia.

20. State: Select the State after selecting the country.
21. City: Select the State before selecting the city.
22. Postcode: Key in Potcode
23. Tel No: The factory/premise's contact telephone number
24. Fax No: The factory/premise's contact fax number.
25. Premise/Factory Area: The Industrial area where the factory/premise is located.
26. Remarks: To describe any extra information with regards to the approved project which might be helpful in the verification this record.
27. Add New Product/Activity: Click button Add New Product(s)/Activity(s) to add multiple product/activity.
28. Product(s)/Activity(s) table: Key in the product(s)/activity(s) that were approved.
29. MSIC Code: Select MSIC Code
30. HS Tariff Code: Select HS Tariff Code
31. Total Percentage: Key in Total Percentage (Optional)
32. Incentive Period: Key in Incentive Period (Optional)
33. Approval Date: Key in Approval Date (Optional)
34. Approval Letter and Lampiran A: To upload the previous Approval Decision Letter and conditions document.
35. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
36. Syarat-Syarat Galakan: The conditions stated in the approval document.
37. Save: Click the Save Button to save as draft application
38. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

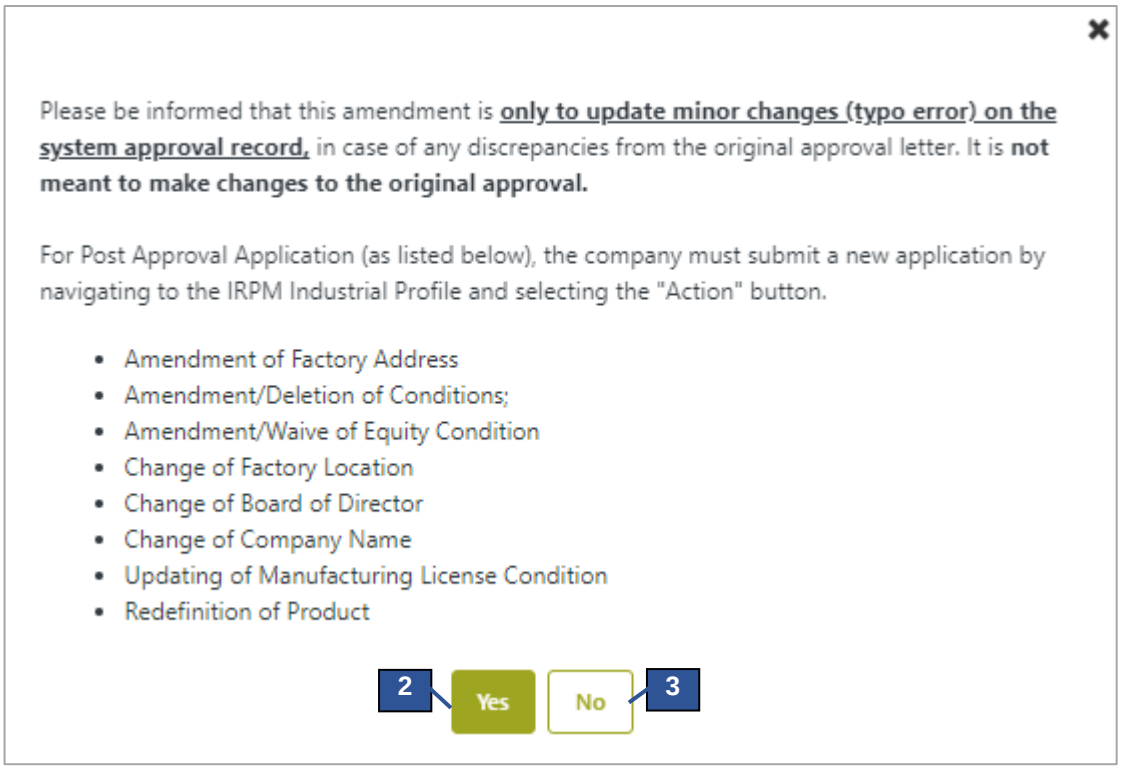
For Office Use Only section

39. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
40. Application previously processed by Division: The division that previously processed this application.
41. (Project Implementation End Date): The end date by when the project needs to be Implemented.
42. File Reference Number: The MIDA File Reference number / KF Number
43. Additional Remarks: To describe any extra information with regards to the approved project which might be helpful in the verification this record.

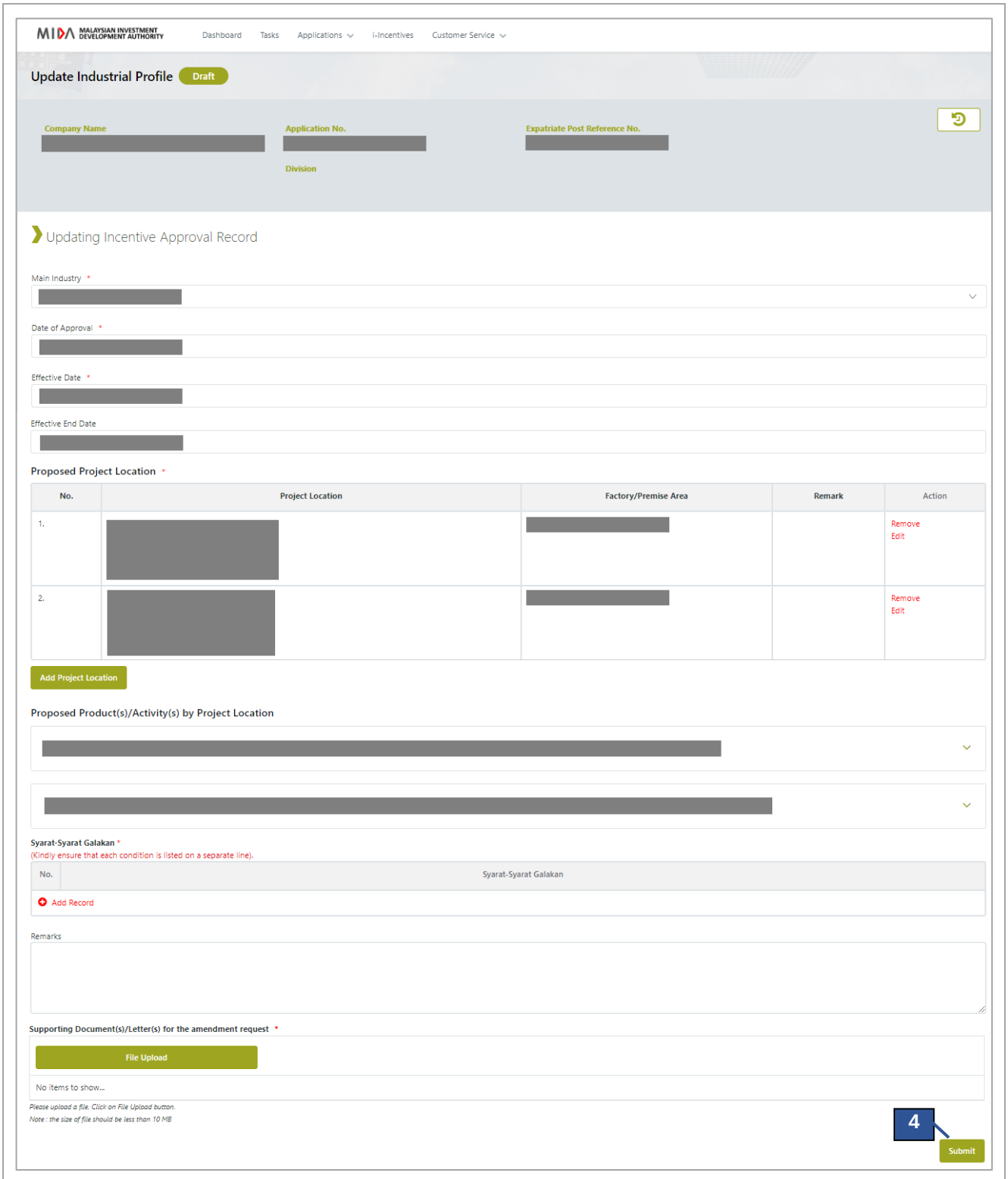
3.3.7.3 Amend



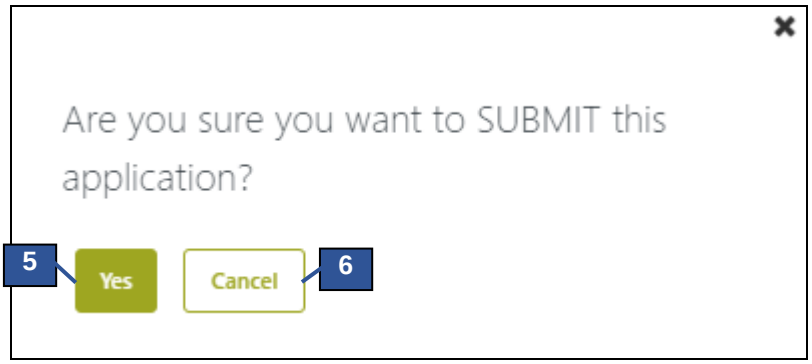
1. Click the **[Amend]** button and the below popup will be displayed.



2. Click the **[Yes]** button and the system will display the amend form to be updated.
3. Click the **[No]** button to close the popup.

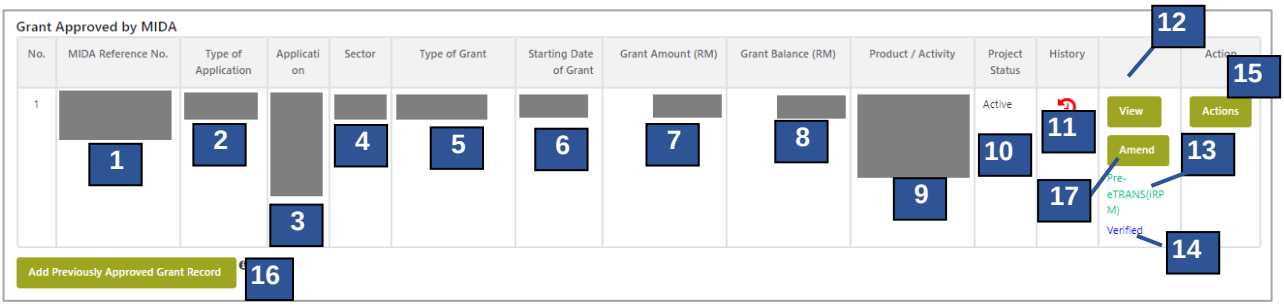


4. Update the information and click the **[Submit]** button. The below popup will be displayed.



5. Click the **[Yes]** button to submit the updated information.
6. Click the **[Cancel]** button to close the popup.

3.3.8 **Grant Approved By MIDA**



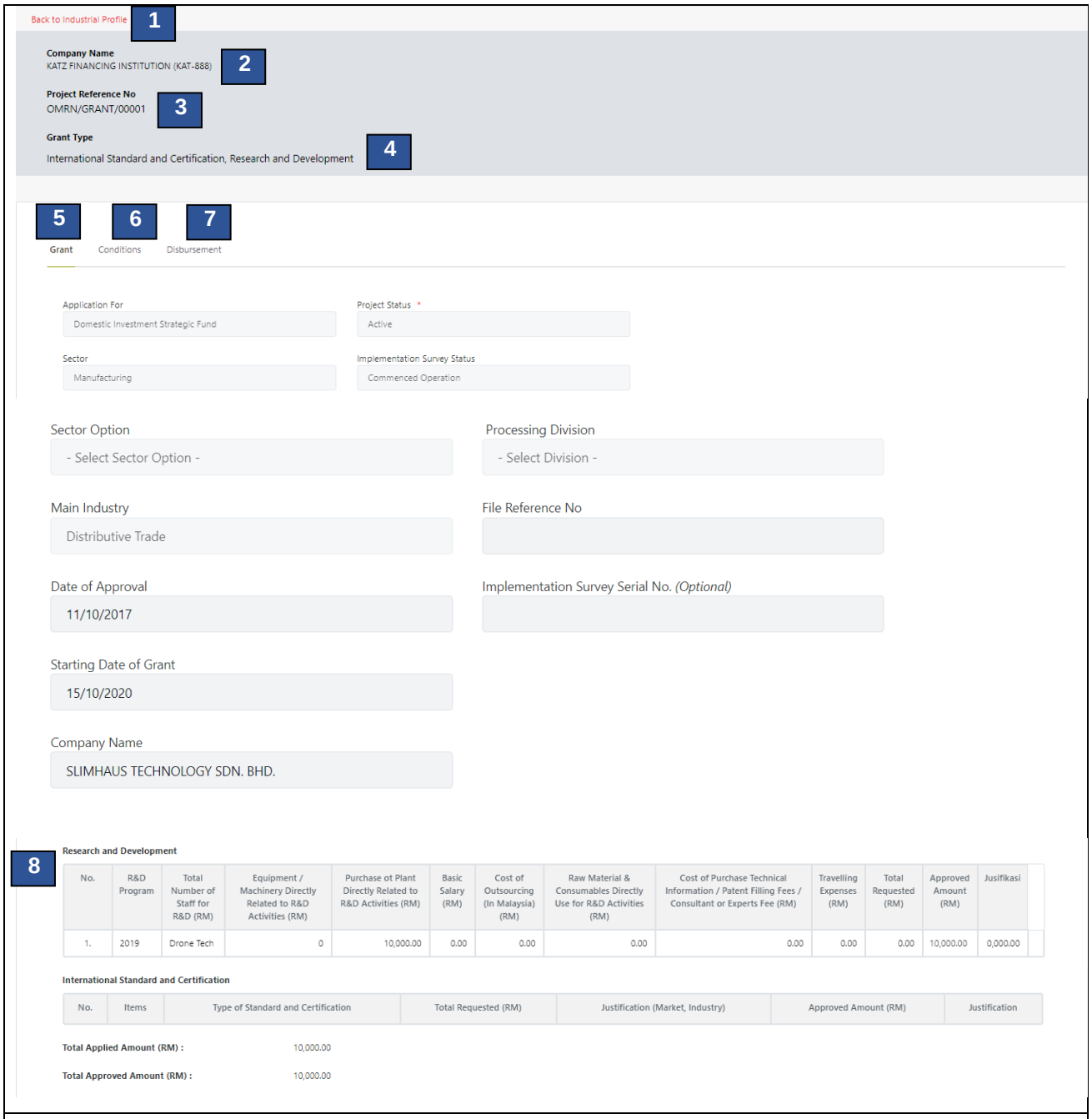
**InvestMalaysia formerly known as eTRANS.*

All approved grants by MIDA will be listed in this table.

1. MIDA Reference No (MRN No): The Approved Project's MIDA Reference number.
2. Type is Application: either New or Expansion or Diversification.
3. Application: The type of grant
4. Sector: Sector.
5. Type of Grant: The approved type of grant(s).
6. Effetve Date: Grant Effective Date
7. Grant Amount: The total grant amount.
8. Grant balance: The balance of the grant yet to be disbursed.
9. Product/Activity: Product/Activity attached to the approved grant.
10. Project Status: Active or Inactive.
11. History: Clicking the history icon will display the trail of changes for the selected record.
12. View button: Clicking this button will open the details of the approved record (refer 3.8.5.1)
13. Source (Version): Displays the Source of the record which can be from eTRANS or Pre-eTRANS. The Version shows the version of the record ; from eTRANS, entered from IRPM, migrated record etc.

14. Record Verification Status:
    i. Save records will be displayed as ”Draft” and editable before submit
    ii. Approved records form eTRANS system will be displayed as “Verified”.
    iii. Pre-eTRANS records that have been verified by a MIDA officer will be displayed as “Verified”
    iv. Pre-eTRANS records that have yet to be verified will be displayed as “Pending for Verification”
15. Action button: Clicking this button will pop-up a list of post approval applications available.
16. Add Previous Approved button: If there are any previously approved (Pre-eTRANS records) grants that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.5.2).
17. Amend button: Clicking this button will open and the company will be able to amend the details of the approved records (refer 3.3.8.3).

3.3.8.1 View Details

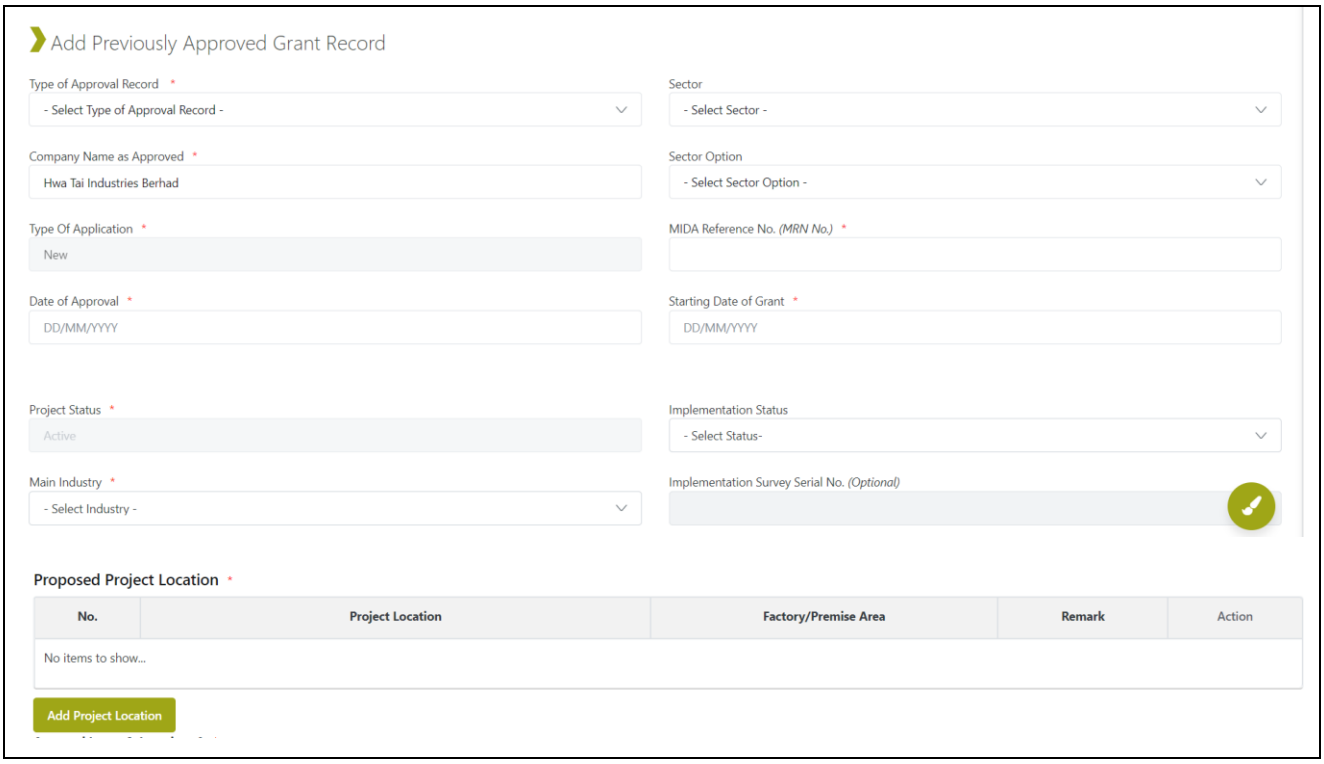


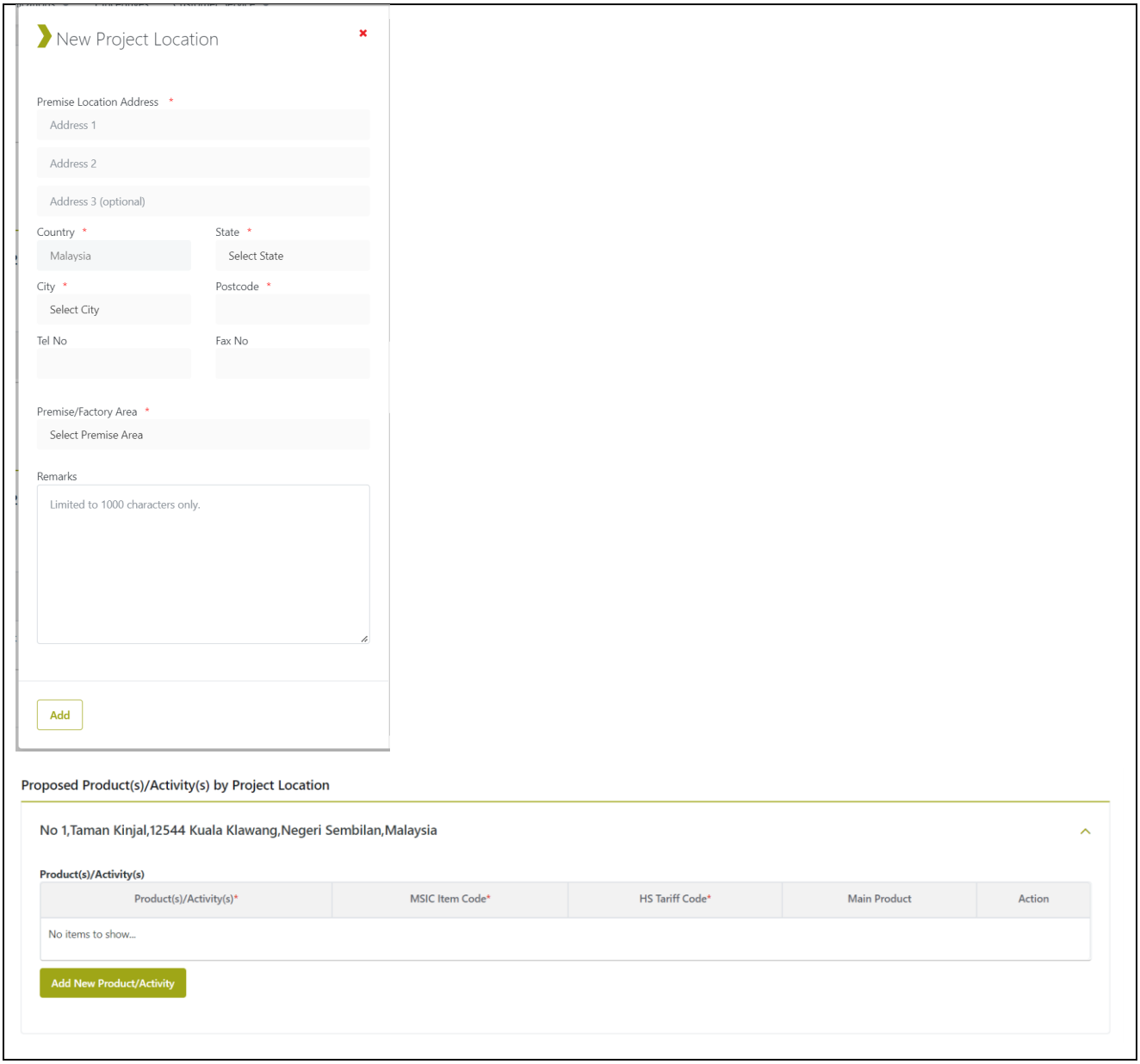
The details of the selected approved record will be displayed.

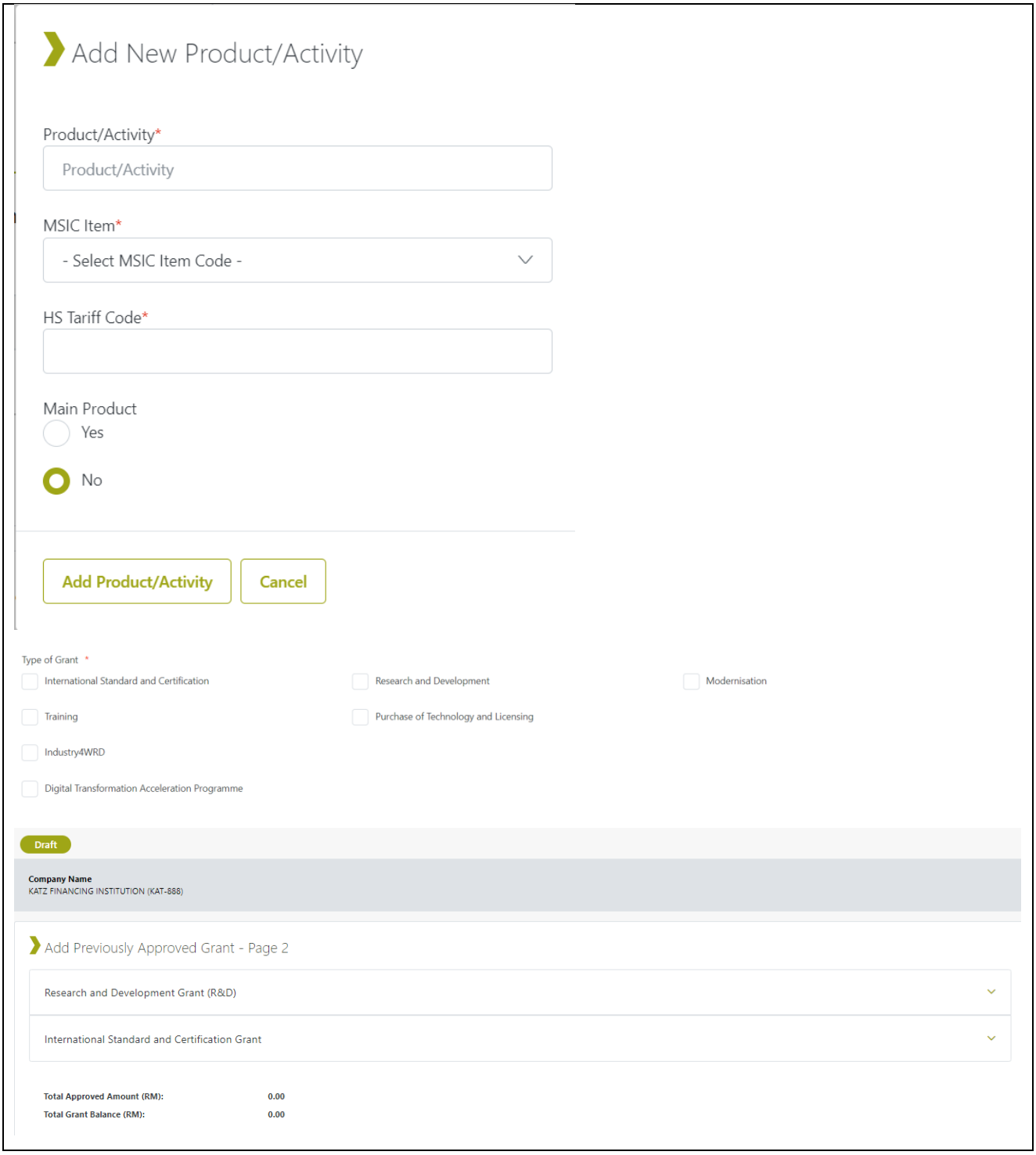
1. To go back to the Industrial Profile, click here.
2. Company No: The Company Name.
3. Project Reference No: The MIDA Reference Number of the project.

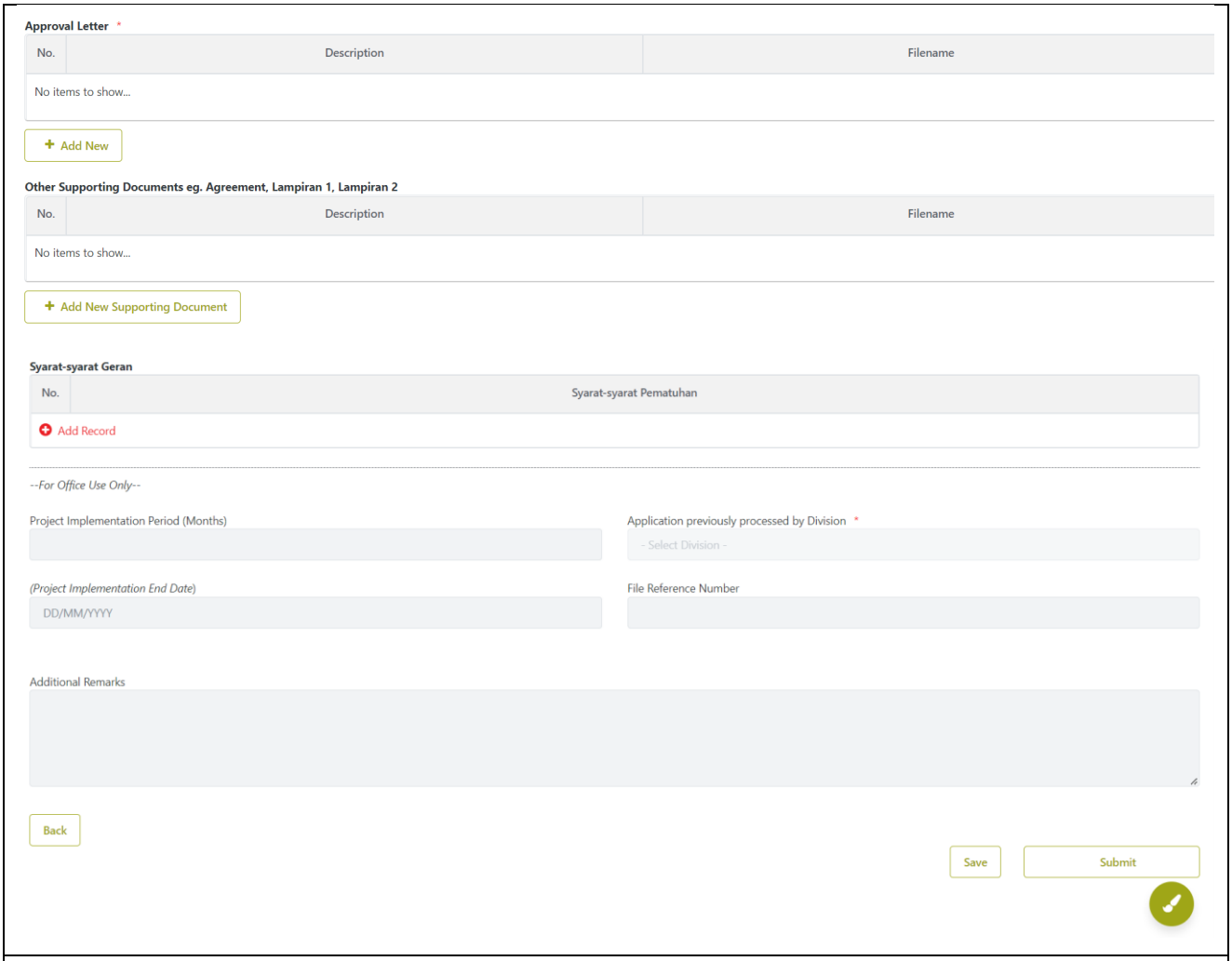
4. Grant Type: The list of approved grant types.
5. Grant Details: The details of the grant will be displayed here.
6. Conditions: To view the Project Conditions, click this tab.
7. Disbursement: The disbursement details for the grant can be viewed here.
8. The grants and its details.

3.3.8.2 Add Previous Approved Record




New Project Location
Premise Location Address *
Address 1
Address 2
Address 3 (optional)
Country *
Malaysia
State *
Select State
City *
Select City
Postcode *
Tel No
Fax No
Premise/Factory Area *
Select Premise Area
Remarks
Limited to 1000 characters only.
Add
Proposed Product(s)/Activity(s) by Project Location
No 1,Taman Kinjal,12544 Kuala Klawang,Negeri Sembilan,Malaysia
Product(s)/Activity(s)
Product(s)/Activity(s)*
MSIC Item Code*
HS Tariff Code*
Main Product
Action
No items to show...
Add New Product/Activity


Add New Product/Activity
Product/Activity*
Product/Activity
MSIC Item*
- Select MSIC Item Code -
HS Tariff Code*
Main Product
Yes
No
Add Product/Activity
Cancel
Type of Grant *
International Standard and Certification
Research and Development
Modernisation
Training
Purchase of Technology and Licensing
Industry4WRD
Digital Transformation Acceleration Programme
Draft
Company Name
KATZ FINANCING INSTITUTION (KAT-888)
Add Previously Approved Grant - Page 2
Research and Development Grant (R&D)
International Standard and Certification Grant
Total Approved Amount (RM): 0.00
Total Grant Balance (RM): 0.00



If there are any existing grants, which was approved before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

1. Type of Approval Record: Type of the approved application.
2. Sector: The sector to which the grant is tied to.
3. Sector Option: A detailed sector option based on the selected sector.
4. Type of Application: The type of the approved application.
5. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
6. Date of Approval: Approval Date of the project.

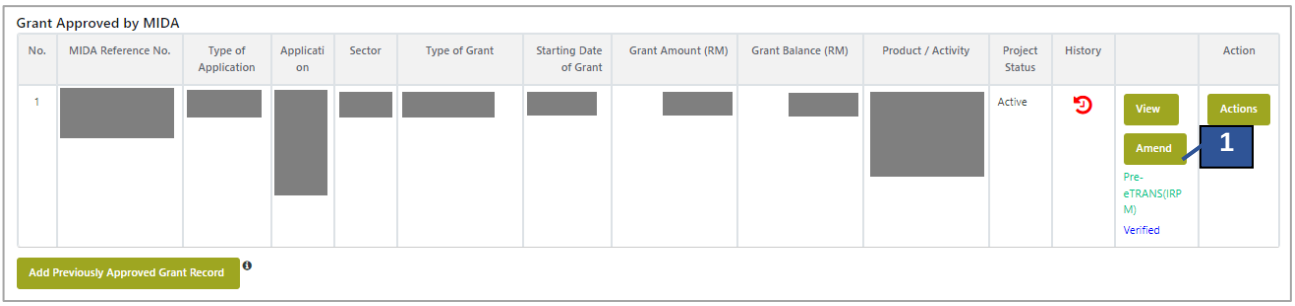
7. Starting Date of Grant: Date of starting grant
8. Project Status: Default to Active.
9. Implementation Survey: The current status of Implemetation of the project.
10. Main Industry: The main industry of the project.
11. Implementation Survey Serial no: This is optional, if you know the serial number, you can key it in, else just leave it empty.
12. Add Project Location: Click button Add Project Location to add multiple project location
13. Factory/Premise Location Address: Key in the Factory/Premise Address in the Address 1, Address 2 and Address 3 (Optional) fields.
14. Country: Default to Malaysia.
15. State: Select the State after selecting the country.
16. City: Select the State before selecting the city.
17. Postcode: Key in Postcode
18. Tel No: The factory/premise's contact telephone number
19. Fax No: The factory/premise's contact fax number.
20. Remarks: To describe any extra information with regards to the approved project which might be helpful in the verification this record.
21. Add New Product/Activity: Click button Add New Product(s)/Activity(s) to add multiple product/activity.
22. Premise/Factory Area: The Industrial area where the factory/premise is located.
23. Product(s)/Activity(s) table: Key in the product(s)/activity(s) that were approved.
24. MSIC Code: Select MSIC Code
25. HS Tariff Code: Key in HS Tariff Code
26. Main Product: Select Main Product

27. Type of Grant: The types of grant approved.
28. The details of the grants as well as if there has been any disbursement for the grant.
29. Approval Letter: To upload the previous Approval Decision Letter and conditions document.
30. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
31. Syarat-syarat Geran: Key in syarat-syarat geran
32. Save: Click the Save Button to save as draft application
33. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

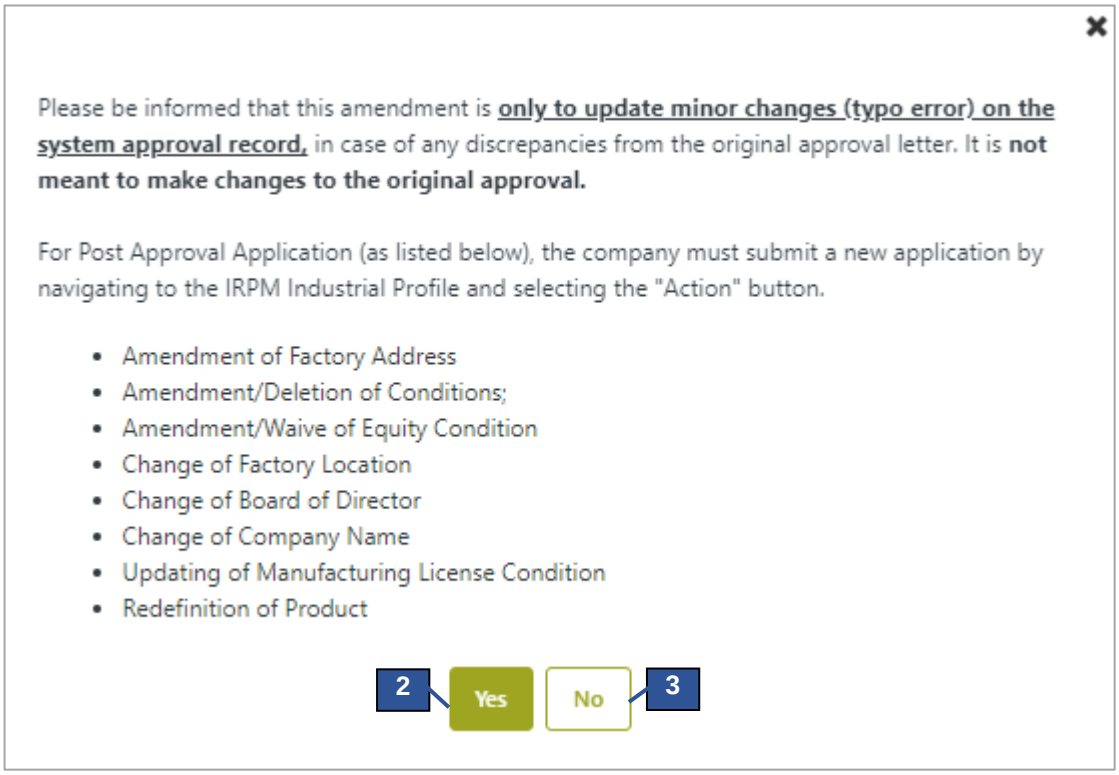
For Office Use Only section

34. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
35. Application previously processed by Division: The division that previously processed this application.
36. (Project Implementation End Date): The end date by when the project needs to be Implemented.
37. File Reference Number: The MIDA File Reference number / KF Number
38. Additional Remarks: To describe any extra information with regards to the approved project which might be helpful in the verification this record.

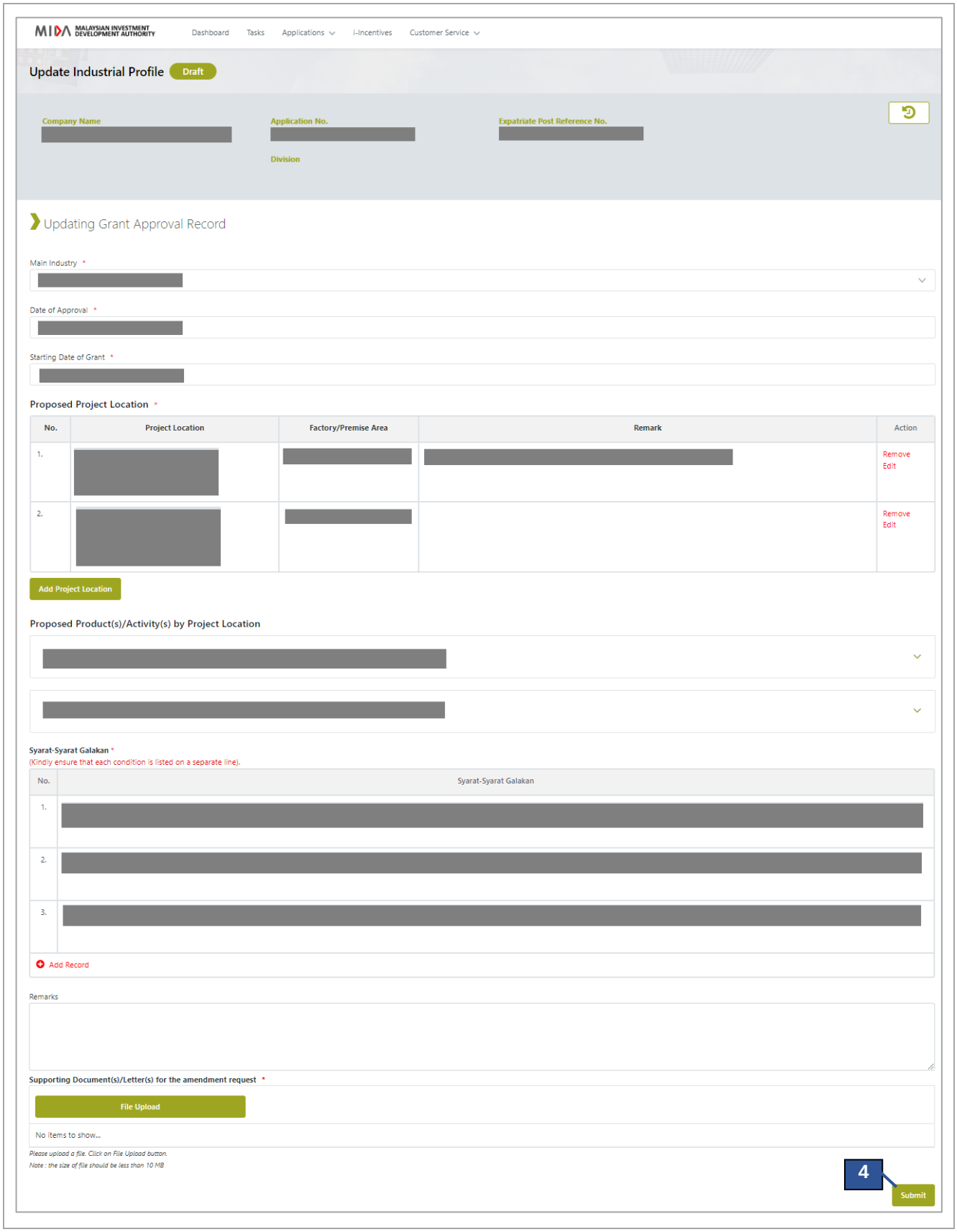
3.3.8.3 Amend



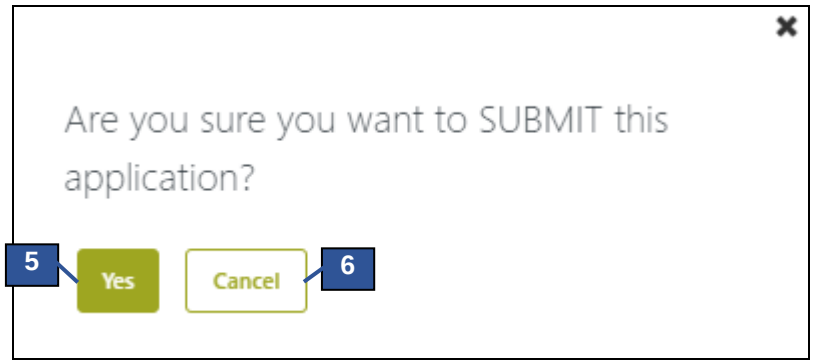
1. Click the **[Amend]** button and the below popup will be displayed.



2. Click the **[Yes]** button and the system will display the amend form to be updated.
3. Click the **[No]** button to close the popup.

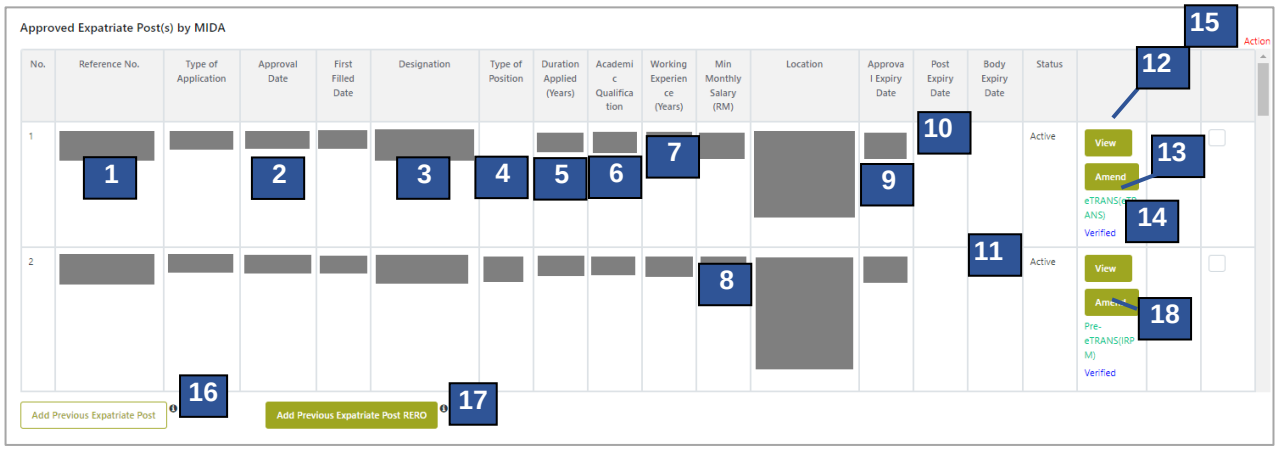

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
Dashboard
Tasks
Applications
i-Incentives
Customer Service
Update Industrial Profile
Draft
Company Name
Application No.
Expatriate Post Reference No.
Division
Updating Grant Approval Record
Main Industry *
Date of Approval *
Starting Date of Grant *
Proposed Project Location *
No.
Project Location
Factory/Premise Area
Remark
Action
1.
Remove
Edit
2.
Remove
Edit
Add Project Location
Proposed Product(s)/Activity(s) by Project Location
Syarat-Syarat Galakan *
(Kindly ensure that each condition is listed on a separate line).
No.
Syarat-Syarat Galakan
1.
2.
3.
Add Record
Remarks
Supporting Document(s)/Letter(s) for the amendment request *
File Upload
No items to show...
Please upload a file. Click on File Upload button.
Note : the size of file should be less than 10 MB
4
Submit

4. Update the information and click the **[Submit]** button. The below popup will be displayed.



5. Click the **[Yes]** button to submit the updated information.
6. Click the **[Cancel]** button to close the popup.

3.3.9 **Approved Expatriate Post(s) by MIDA**



**InvestMalaysia formerly known as eTRANS.*

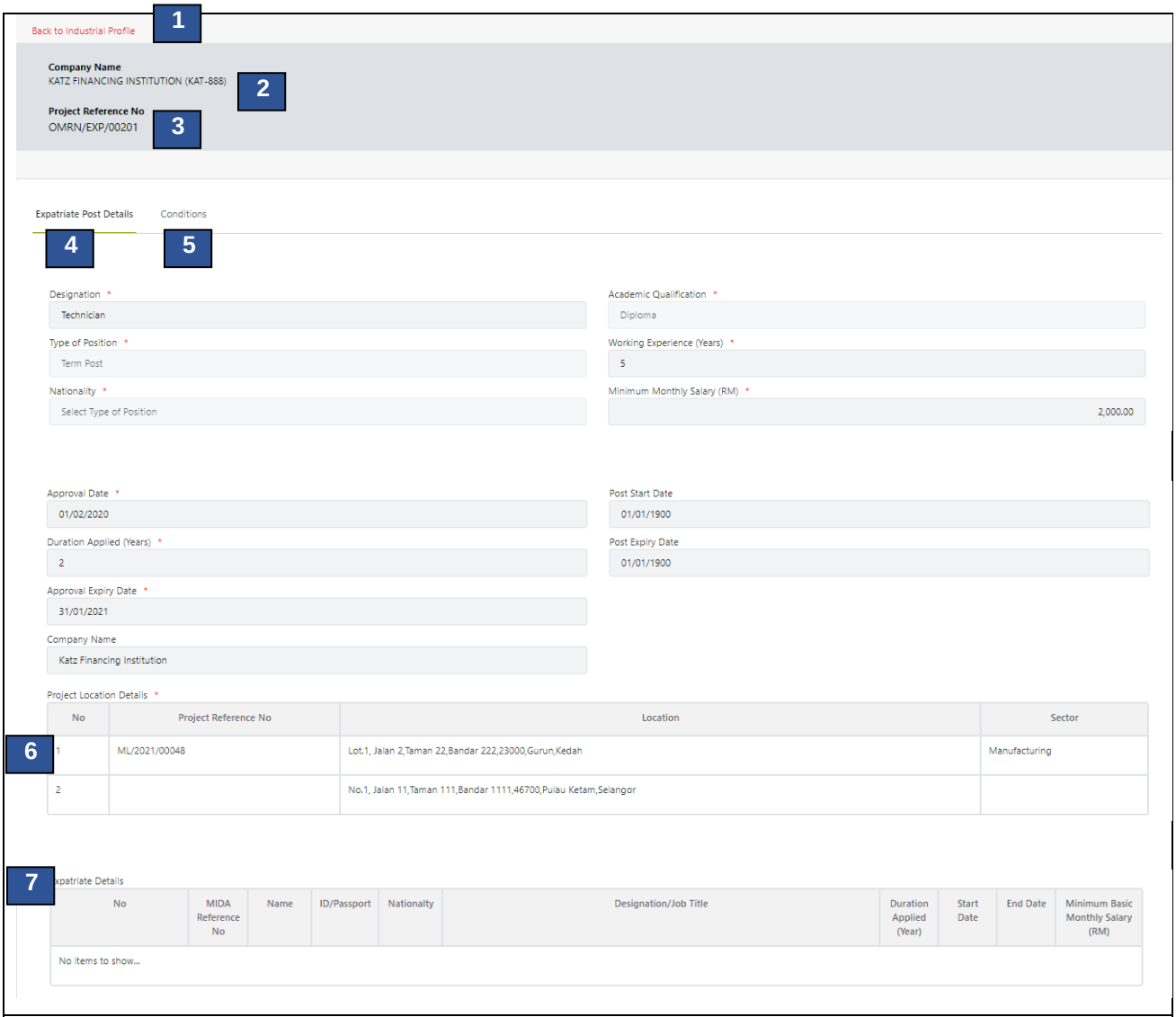
All approved Expatriate posts by MIDA will be listed in this table.

1. MIDA Reference No (MRN No): The Approved Project's MIDA Reference number.
2. Approval date : The approval date.
3. Designation: The approved designation.
4. Type is Position: Either Term Post or Key Post
5. Duration Applied (Years): The term post years.
6. Acdemic Qualification: The academic qualification.
7. Working Experience: Working experience of the Expatriate post.
8. Min Monthly Salary (RM): the minimum monthly salary for the post.
9. Approval Expiry Date: The approval expiry date
10. Post Expiry Date: The expiry date of the post once the post is filled.
11. Body Expiry Date: Body expiry date.
12. View button: Clicking this button will open the details of the approved record (refer 3.8.5.1)
13. Source (Version): Displays the Source of the record which can be from eTRANS or Pre-eTRANS. The Version shows the version of the record; from eTRANS,

entered from IRPM, migrated record etc.

14. Record Verification Status:
    i. Save records will be displayed as ”Draft” and editable before submit.
    ii. Approved records form eTRANS system will be displayed as “Verified”.
    iii. Pre-eTRANS records that have been verified by a MIDA officer will be displayed as “Verified”
    iv. Pre-eTRANS records that have yet to be verified will be displayed as “Pending for Verification”
15. Action link: Clicking this button will pop-up a list of post approval applications available.
16. Add Previous Expatriate Post button: If there are any previously approved (Pre-eTRANS records) Expatriate Post that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.9.2).
17. Add Previous Expatriate Post RERO button: If there are any previously approved (Pre-eTRANS records) Expatriate Post that are not displayed in this table, user may click this button to enter and submit the details to MIDA for Verification (Refer 3.8.9.3).
18. Amend button: Clicking this button will open and the company will be able to amend the details of the approved records (refer 3.3.9.3).

3.3.9.1 View Details

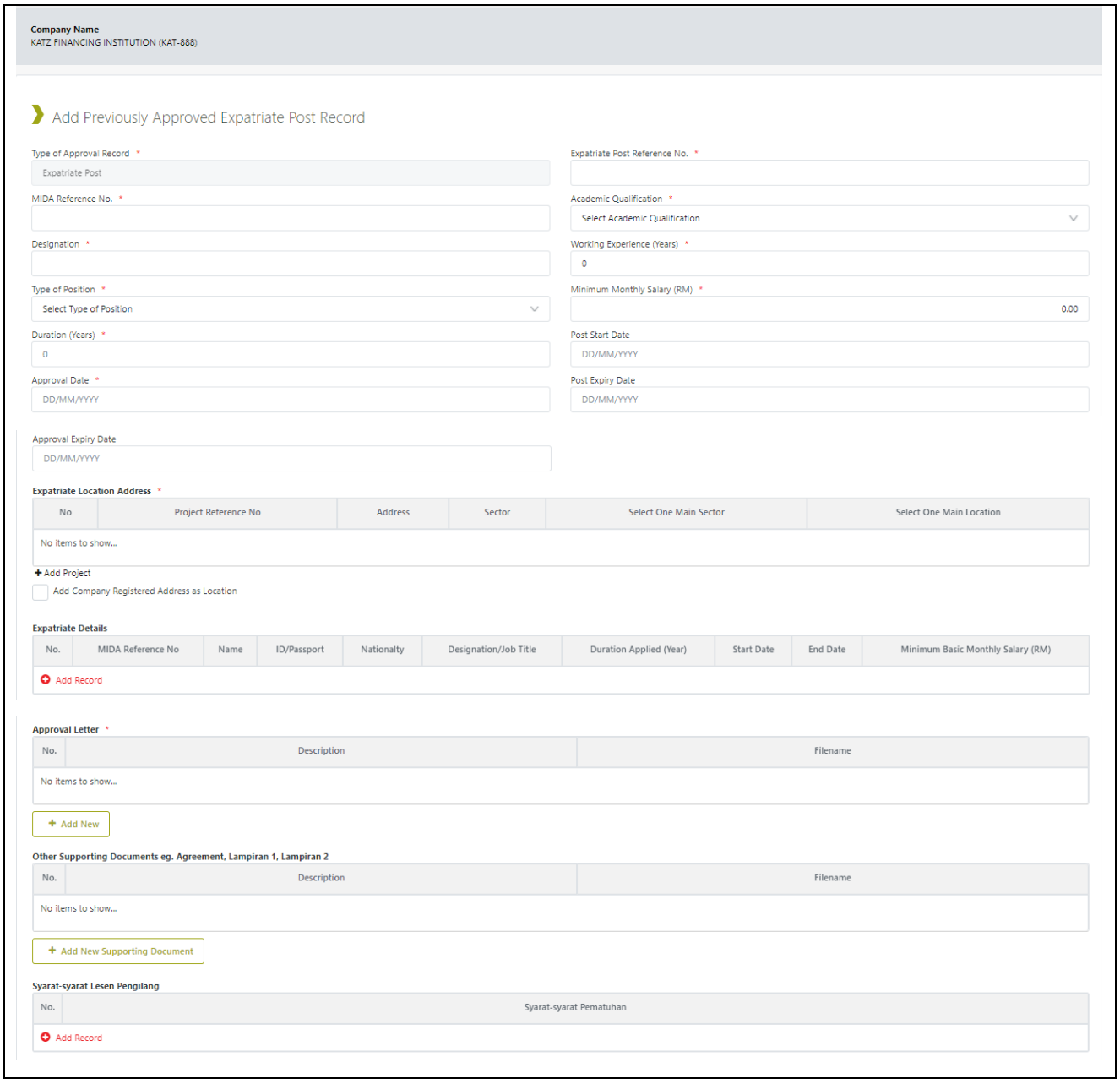


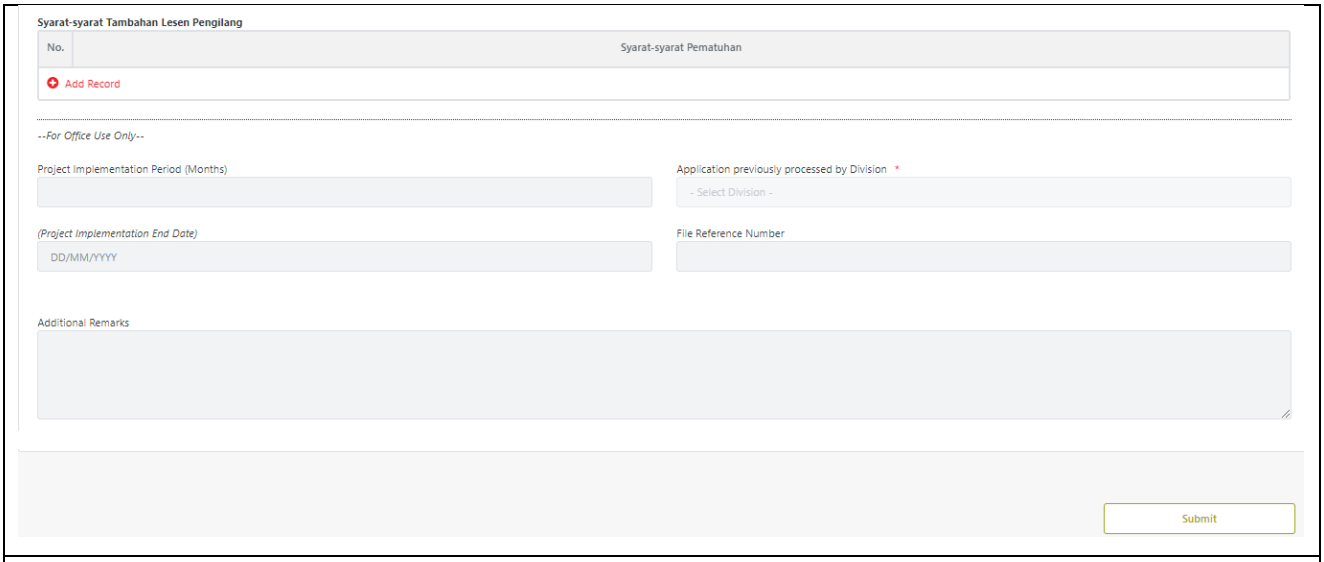
The details of the selected approved record will be displayed.

1. To go back to the Industrial Profile, click here.
2. Company No: The Company Name.
3. Project Reference No: The MIDA Reference Number of the project.
4. Expatriate Post Details: The details of the approved post.
5. Conditions: To view the Project Conditions, click this tab.
6. Project Location Details: The locations that the expatriate post is approved to be attached to.

7. Expatriate Details: Details of the Expatriate post body.

3.3.9.2 Add Previous Approved Expatriate Post





If there are any existing Approved Expatriate Post, which was approved before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

1. Expatriate Post Reference No: The Expatriate post reference number.
2. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
3. Academic Qualification: Select the academic qualification.
4. Designation: Designation of the approved post.
5. Working Experience (Years): The years of working experience.
6. Type of Position: Either Key Post or Term Post.
7. Minimum Monthly Salary (RM): Minimum monthly salary for the post.
8. Duration (Years): The duration in years, if it is a term post.
9. Approval Date: The date of approval of te expatriate post application.
10. Approval Expiry Date: The expiry date of the approval.
11. Post Starts Date: The start date of the body.
12. Post Expiry Date: The expiry date of the body.
13. Expatriate Location Address: The locations the appoved post is allowed to be

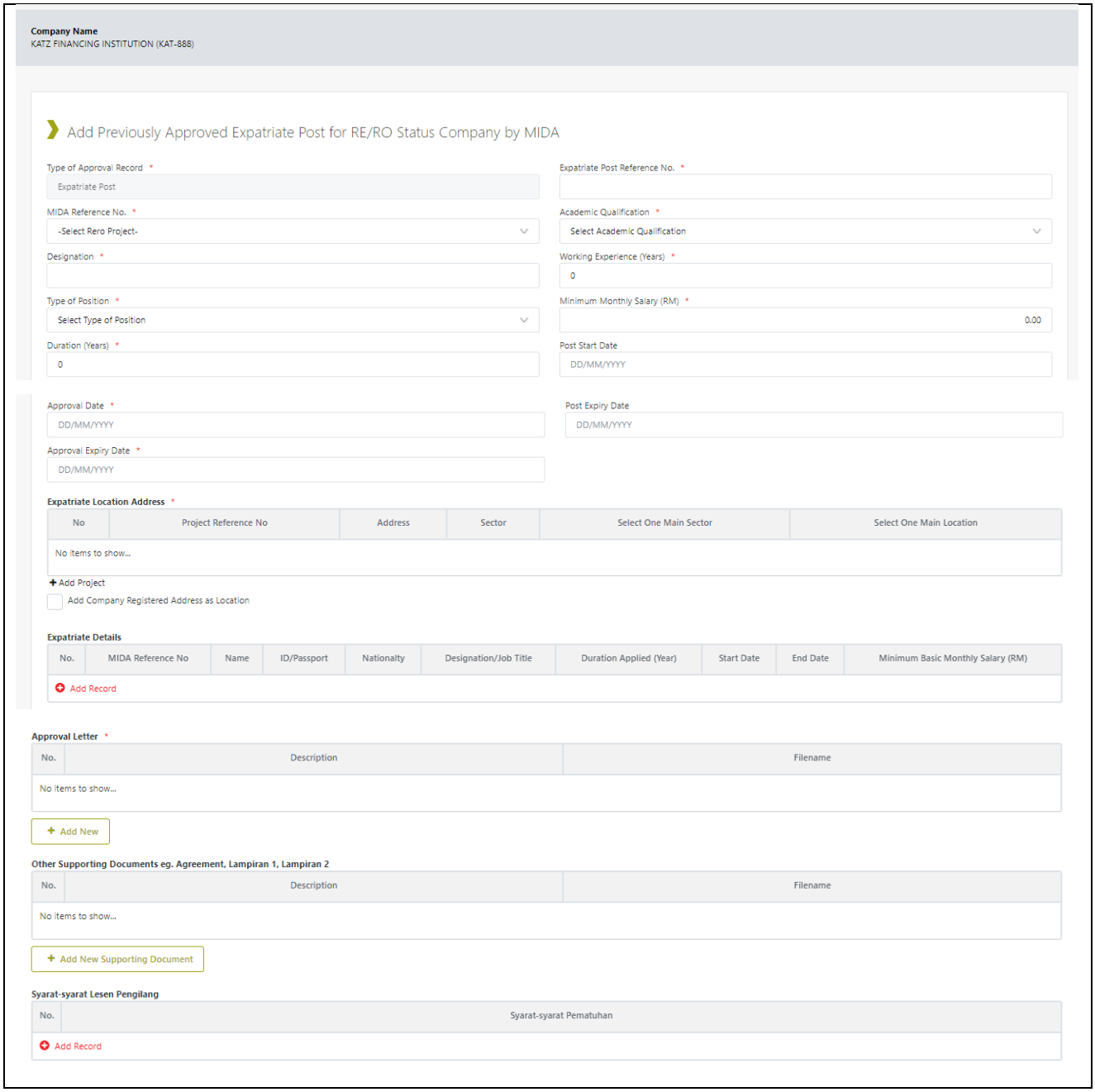
attached to.

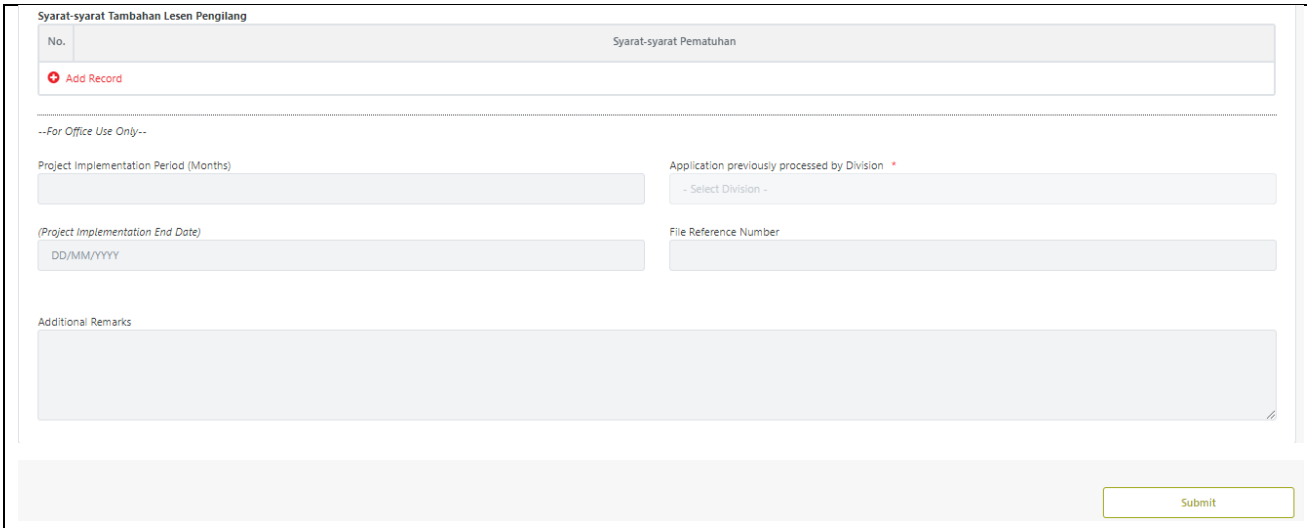
14. Expatriate Details: The body details
15. Approval Letter: To upload the previous Approval Decision Letter and conditions document.
16. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
17. Save: Click the Save Button to save as draft application
18. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

For Office Use Only section

19. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
20. Application previously processed by Division: The division that previously processed this application.
21. (Project Implementation End Date): The end date by when the project needs to be Implemented.
22. File Reference Number: The MIDA File Reference number / KF Number

3.3.9.3 Add Previous Approved Expatriate Post RE/RO


Company Name
KATZ FINANCING INSTITUTION (KAT-888)
Add Previously Approved Expatriate Post for RE/RO Status Company by MIDA
Type of Approval Record *
Expatriate Post
Expatriate Post Reference No. *
MIDA Reference No. *
-Select Rero Project-
Academic Qualification *
Select Academic Qualification
Designation *
Working Experience (Years) *
0
Type of Position *
Select Type of Position
Minimum Monthly Salary (RM) *
0.00
Duration (Years) *
0
Post Start Date
DD/MM/YYYY
Approval Date *
DD/MM/YYYY
Post Expiry Date
DD/MM/YYYY
Approval Expiry Date *
DD/MM/YYYY
Expatriate Location Address *
No
Project Reference No
Address
Sector
Select One Main Sector
Select One Main Location
No items to show...
Add Project
Add Company Registered Address as Location
Expatriate Details
No.
MIDA Reference No
Name
ID/Passport
Nationalty
Designation/Job Title
Duration Applied (Year)
Start Date
End Date
Minimum Basic Monthly Salary (RM)
Add Record
Approval Letter *
No.
Description
Filename
No items to show...
Add New
Other Supporting Documents eg. Agreement, Lampiran 1, Lampiran 2
No.
Description
Filename
No items to show...
Add New Supporting Document
Syarat-syarat Lesen Pengilang
No.
Syarat-syarat Pematuhan
Add Record



If there are any existing Approved RE/RO Expatriate Post, which was approved before the implementation of this system, user can key in the details of the approved record, save and submit to MIDA for verification.

1. Expatriate Post Reference No: The Expatriate post reference number.
2. MIDA Reference No (MRN No): The Previous Approved Project's MIDA Reference number. You can find this MRN No in the Approval Decision Letter.
3. Academic Qualification: Select the academic qualification.
4. Designation: Designation of the approved post.
5. Working Experience (Years): The years of working experience.
6. Type of Position: Either Key Post or Term Post.
7. Minimum Monthly Salary (RM): Minimum monthly salary for the post.
8. Duration (Years): The duration in years, if it is a term post.
9. Approval Date: The date of approval of te expatriate post application.
10. Approval Expiry Date: The expiry date of the approval.
11. Post Starts Date: The start date of the body.
12. Post Expiry Date: The expiry date of the body.
13. Expatriate Location Address: The locations the appoved post is allowed to be

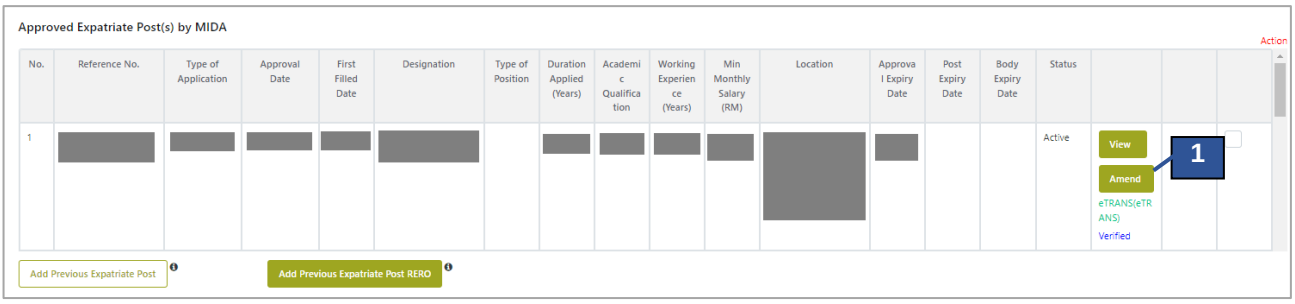
attached to.

14. Expatriate Details: The body details
15. Approval Letter: To upload the previous Approval Decision Letter and conditions document.
16. Other Supporting Documents: To upload any other relevant supporting documents which will help with the verification process.
17. Save: Click the Save Button to save as draft application
18. Submit: Once all the information is keyed-in and relevant documents have been uploaded, click the Submit button to submit/resubmit the record to MIDA for verification

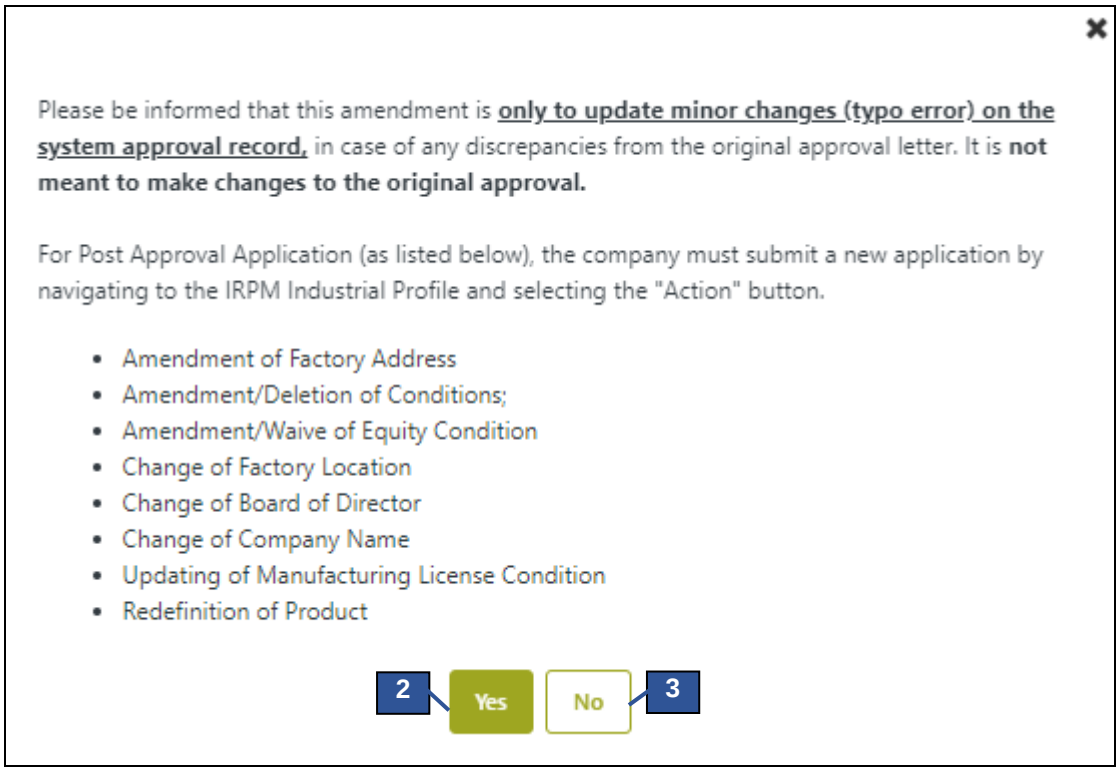
For Office Use Only section

19. Project Implementation Period (Months): The MIDA officer in charge of can key in the number of months (Tempoh Kuatkuasa).
20. Application previously processed by Division: The division that previously processed this application.
21. (Project Implementation End Date): The end date by when the project needs to be Implemented.
22. File Reference Number: The MIDA File Reference number / KF Number

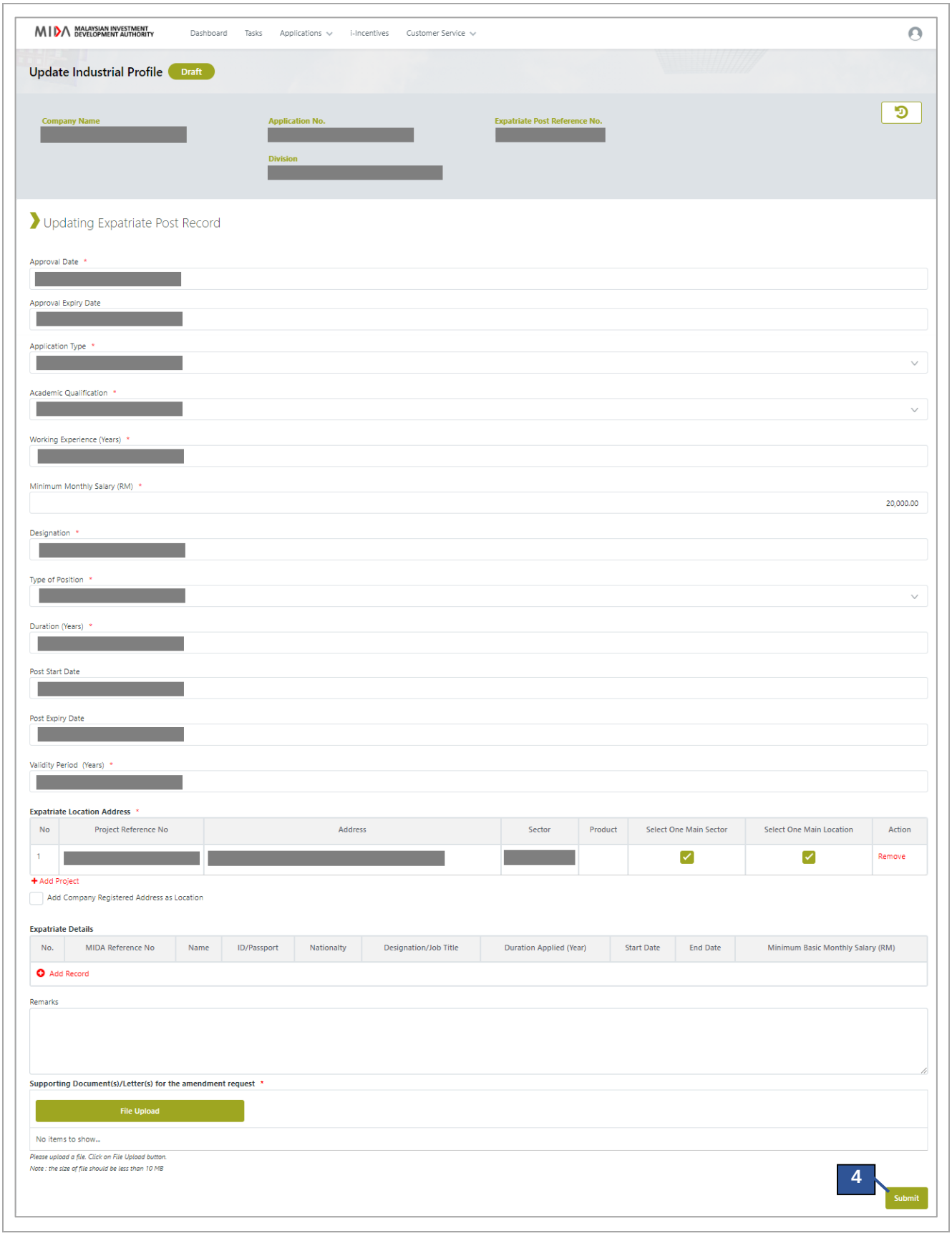
3.3.9.4 Amend



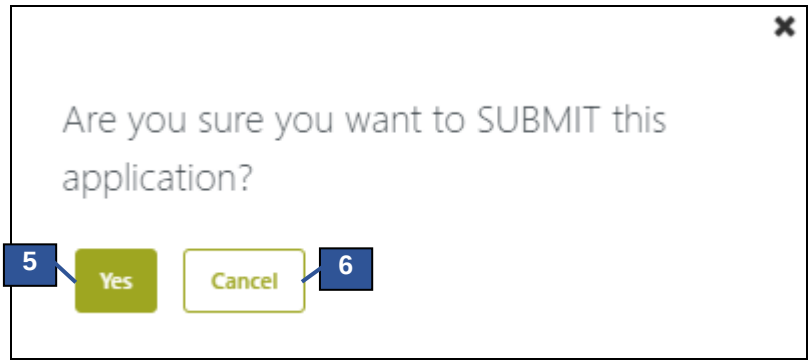
1. Click the **[Amend]** button and the below popup will be displayed.



2. Click the **[Yes]** button and the system will display the amend form to be updated.
3. Click the **[No]** button to close the popup.

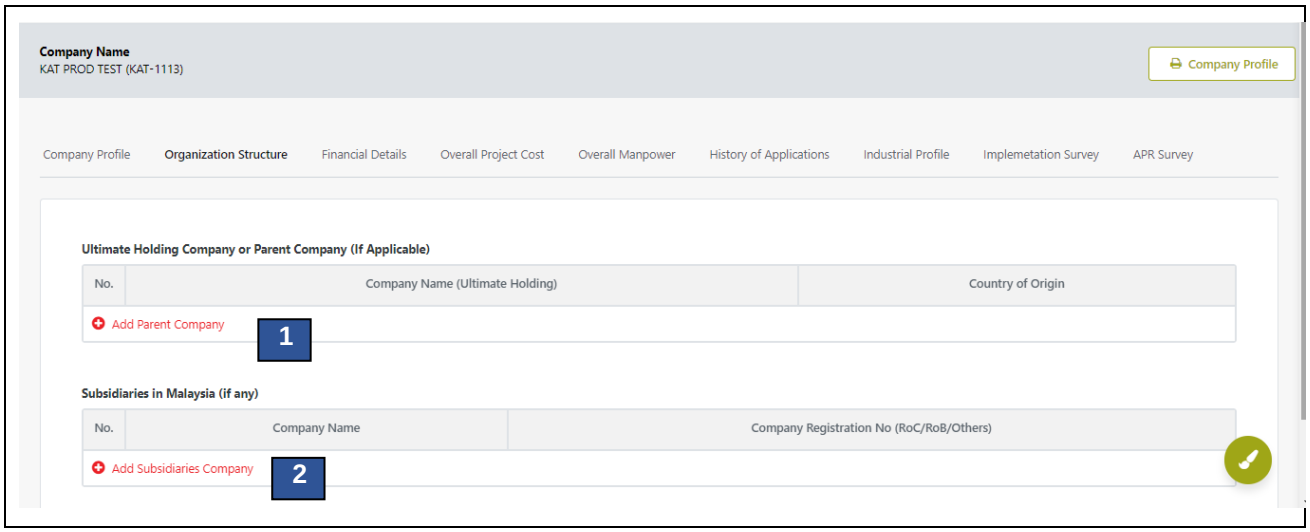

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY
Dashboard
Tasks
Applications
i-Incentives
Customer Service
Update Industrial Profile
Draft
Company Name
Application No.
Expatriate Post Reference No.
Division
Updating Expatriate Post Record
Approval Date *
Approval Expiry Date
Application Type *
Academic Qualification *
Working Experience (Years) *
Minimum Monthly Salary (RM) *
20,000.00
Designation *
Type of Position *
Duration (Years) *
Post Start Date
Post Expiry Date
Validity Period (Years) *
Expatriate Location Address *
No
Project Reference No
Address
Sector
Product
Select One Main Sector
Select One Main Location
Action
1
Remove
+ Add Project
Add Company Registered Address as Location
Expatriate Details
No.
MIDA Reference No
Name
ID/Passport
Nationalty
Designation/Job Title
Duration Applied (Year)
Start Date
End Date
Minimum Basic Monthly Salary (RM)
Add Record
Remarks
Supporting Document(s)/Letter(s) for the amendment request *
File Upload
No items to show...
Please upload a file. Click on File Upload button.
Note : the size of file should be less than 10 MB
4
Submit

4. Update the information and click the **[Submit]** button. The below popup will be displayed.



5. Click the **[Yes]** button to submit the updated information.
6. Click the **[Cancel]** button to close the popup.

3.4 Organization Structure

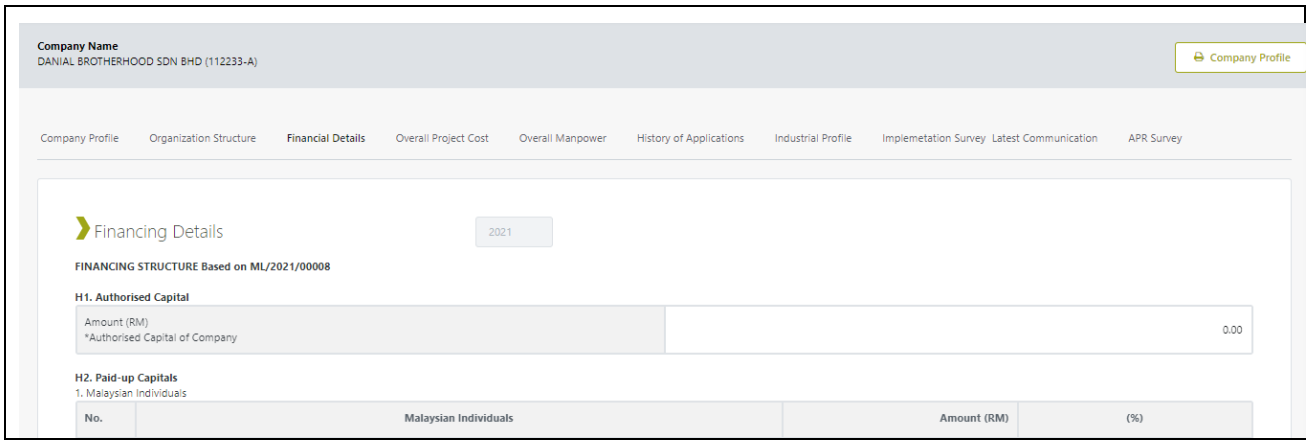


If there are any Holding or Parent Company and/or Subsidary companies in Malaysia, the details will be displayed here.

1. If there are no Parent Company details displayed, you may add a Parent Company by clicking “Add Parent Company”. Only 1 Parent or Holding company is allowed to be entered.

2. To add Subsidaries in Malaysia, click “Add Subsidiary Company”s

3.5 Financial Details



H2. Paid-up Capitals

1. Malaysian Individuals

No.	Malaysian Individuals	Amount (RM)	(%)
1.	Bumiputera	20,000,000.00	42.55
2.	Non-Bumiputera	20,000,000.00	42.55
	Total	40,000,000.00	85.10

2. Company Incorporated in Malaysia

No.	Company Name	Amount (RM)	(%)
1.	Danial's Berhad	2,000,000.00	4.26
	Total	2,000,000.00	4.26

3. Foreign Companies and Country of Origin

No.	Company Name	Country	Amount (RM)	(%)
1.	Danial's Incorp	Algeria	5,000,000.00	10.64
	Total		5,000,000.00	10.64

4. Total Paid-up Capital

Total (RM)	47,000,000.00

5. Reserve (excluding capital appreciation)

Total (RM)	3,000,000.00

6. Shareholder's Fund

Total (RM)	50,000,000.00

H3. Loan

1. Domestic Loan

No.	Loans	Amount (RM)	(%)
1.	Total (RM)	10.00	100.00

2. Foreign Loan

No.	Country	Amount (RM)	(%)

3. Total Loan

No.	Loans	Amount (RM)	(%)
1.	Total (RM)	10.00	100.00

H4. Other Sources

No.	Other Sources	Amount (RM)	(%)
	Total	0.00	0.00

H5. Total Financing

Total Paid-up Capital (RM)	Total Reserve (RM)	Total Loan (RM)	Total Other Sources (RM)	Total Financing (RM)
47,000,000.00	3,000,000.00	10.00	0.00	50,000,010.00

H6. Company Incorporated in Malaysia as indicated in H2 (no.2), please provide the equity structure as follows:

No.	Company Name	Local Company Type *	Amount (RM)	Bumiputera (%)	Non-Bumiputera (%)	Foreign Country (%)	Total (%)
1.	Danial's Berhad	Companies	2,000,000.00	100.00	0.00	0.00	100.00

H7. Ultimate Parent / Holding Company for Foreign Company as indicated H2(No.3):

No.	Company Name	Ultimate Company	Country Of Origin
1.	Danial's Incorp		-



H8. Equity Structure

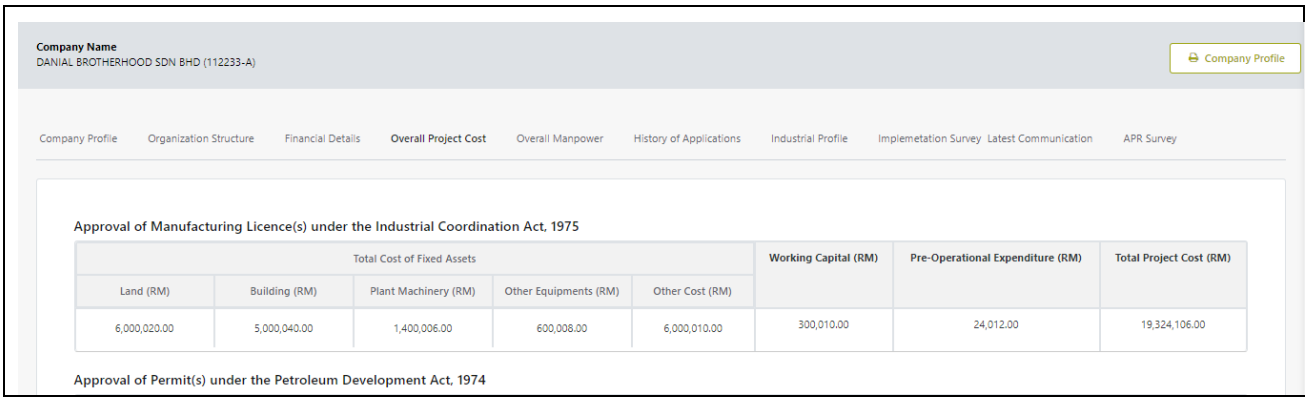
No.	Equity Structure	Amount (RM)	Percentage (%)
A.	Malaysian Citizenship		
	1. Total Bumiputera	22,000,000.00	46.81
	2. Total Non-bumiputera	20,000,000.00	42.55
B.	Foreigner		
	1. Algeria	5,000,000.00	10.64
	1. Total Foreigner	5,000,000.00	10.64
	Total	47,000,000.00	100.00

H9. Financial Performance Record

Revenue (RM)	Profit (Loss) Before Tax (RM)	Taxable Expenditure (RM)	Net Profit (Loss) (RM)	Reserve (RM)
0.00	0.00	0.00	0.00	0.00

The Finacial Details section will display the current year's Latest Company Finacial details which are updated from the approved projects.

3.6 Overal Project Cost



Company Name
DANIAL BROTHERHOOD SDN BHD (112233-A)

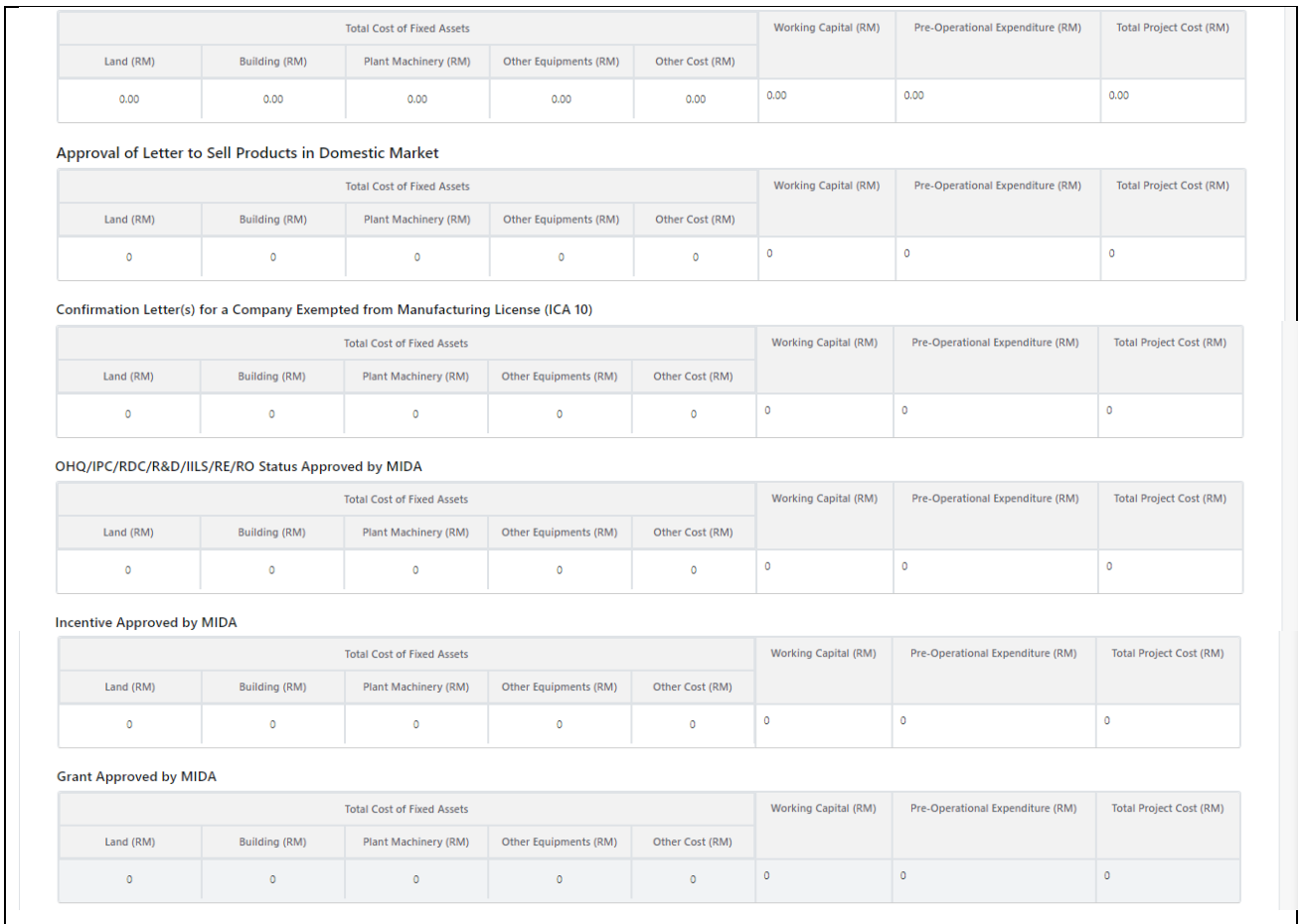
Company Profile

Company Profile | Organization Structure | Financial Details | **Overall Project Cost** | Overall Manpower | History of Applications | Industrial Profile | Implemetation Survey | Latest Communication | APR Survey

Approval of Manufacturing Licence(s) under the Industrial Coordination Act, 1975

Total Cost of Fixed Assets					Working Capital (RM)	Pre-Operational Expenditure (RM)	Total Project Cost (RM)
Land (RM)	Building (RM)	Plant Machinery (RM)	Other Equipments (RM)	Other Cost (RM)			
6,000,020.00	5,000,040.00	1,400,006.00	600,008.00	6,000,010.00	300,010.00	24,012.00	19,324,106.00

Approval of Permit(s) under the Petroleum Development Act, 1974



Total Cost of Fixed Assets					Working Capital (RM)	Pre-Operational Expenditure (RM)	Total Project Cost (RM)
Land (RM)	Building (RM)	Plant Machinery (RM)	Other Equipments (RM)	Other Cost (RM)			
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Approval of Letter to Sell Products in Domestic Market

Total Cost of Fixed Assets					Working Capital (RM)	Pre-Operational Expenditure (RM)	Total Project Cost (RM)
Land (RM)	Building (RM)	Plant Machinery (RM)	Other Equipments (RM)	Other Cost (RM)			
0	0	0	0	0	0	0	0

Confirmation Letter(s) for a Company Exempted from Manufacturing License (ICA 10)

Total Cost of Fixed Assets					Working Capital (RM)	Pre-Operational Expenditure (RM)	Total Project Cost (RM)
Land (RM)	Building (RM)	Plant Machinery (RM)	Other Equipments (RM)	Other Cost (RM)			
0	0	0	0	0	0	0	0

OHQ/IPC/RDC/R&D/IILS/RE/RO Status Approved by MIDA

Total Cost of Fixed Assets					Working Capital (RM)	Pre-Operational Expenditure (RM)	Total Project Cost (RM)
Land (RM)	Building (RM)	Plant Machinery (RM)	Other Equipments (RM)	Other Cost (RM)			
0	0	0	0	0	0	0	0

Incentive Approved by MIDA

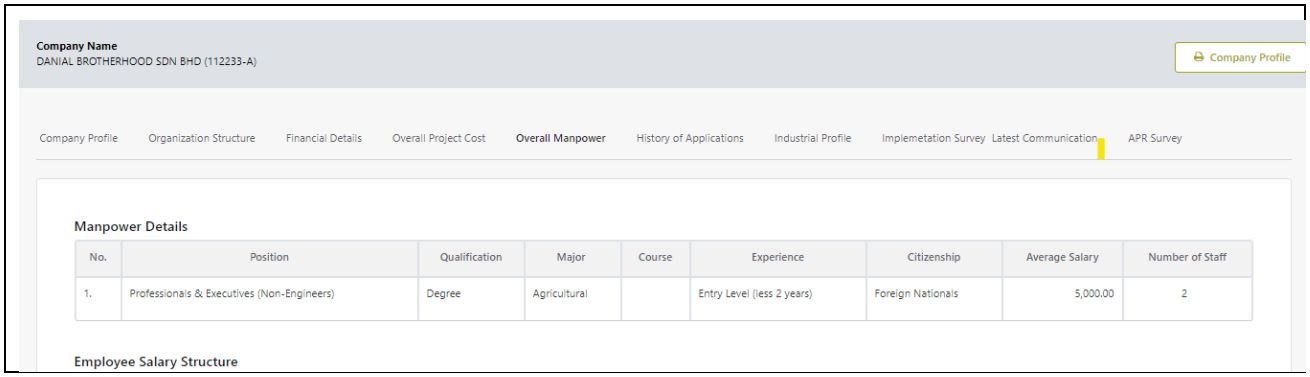
Total Cost of Fixed Assets					Working Capital (RM)	Pre-Operational Expenditure (RM)	Total Project Cost (RM)
Land (RM)	Building (RM)	Plant Machinery (RM)	Other Equipments (RM)	Other Cost (RM)			
0	0	0	0	0	0	0	0

Grant Approved by MIDA

Total Cost of Fixed Assets					Working Capital (RM)	Pre-Operational Expenditure (RM)	Total Project Cost (RM)
Land (RM)	Building (RM)	Plant Machinery (RM)	Other Equipments (RM)	Other Cost (RM)			
0	0	0	0	0	0	0	0

The Overall Project Cost section will display the latest total Project Costs which are updated from the approved projects.

3.7 Overall Manpower



Company Name
DANIAL BROTHERHOOD SDN BHD (112233-A)

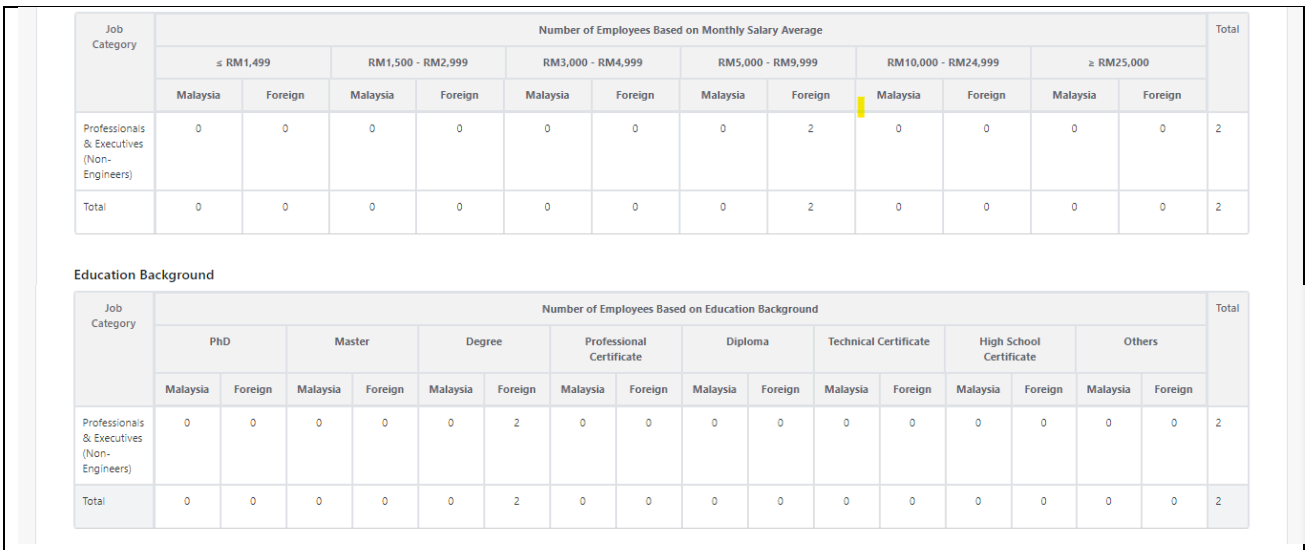
Company Profile

Company Profile | Organization Structure | Financial Details | Overall Project Cost | **Overall Manpower** | History of Applications | Industrial Profile | Implemetation Survey | Latest Communication | APR Survey

Manpower Details

No.	Position	Qualification	Major	Course	Experience	Citizenship	Average Salary	Number of Staff
1.	Professionals & Executives (Non-Engineers)	Degree	Agricultural		Entry Level (less 2 years)	Foreign Nationals	5,000.00	2

Employee Salary Structure



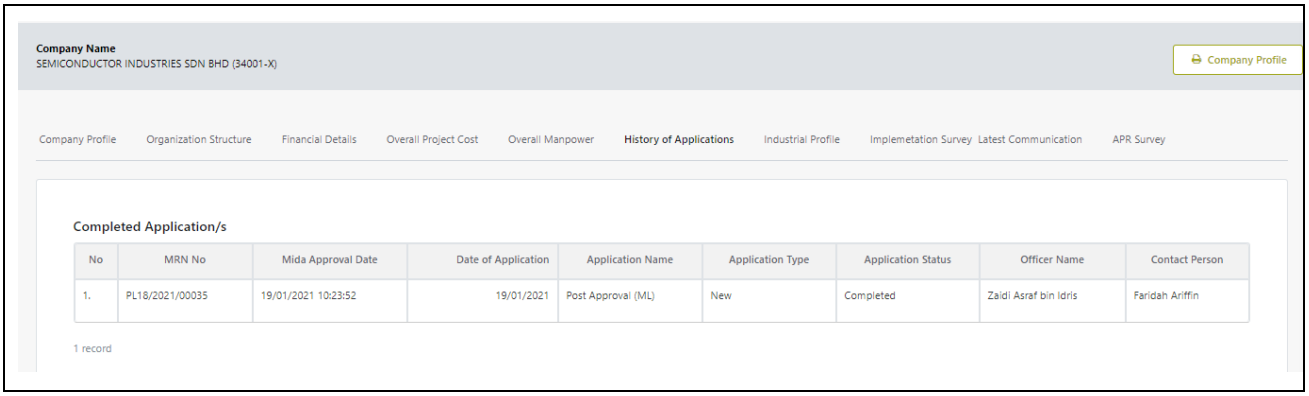
Job Category	Number of Employees Based on Monthly Salary Average												Total
	≤ RM1,499		RM1,500 - RM2,999		RM3,000 - RM4,999		RM5,000 - RM9,999		RM10,000 - RM24,999		≥ RM25,000		
	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	
Professionals & Executives (Non-Engineers)	0	0	0	0	0	0	0	2	0	0	0	0	2
Total	0	0	0	0	0	0	0	2	0	0	0	0	2

Education Background

Job Category	Number of Employees Based on Education Background																Total
	PhD		Master		Degree		Professional Certificate		Diploma		Technical Certificate		High School Certificate		Others		
	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	Malaysia	Foreign	
Professionals & Executives (Non-Engineers)	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2
Total	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2

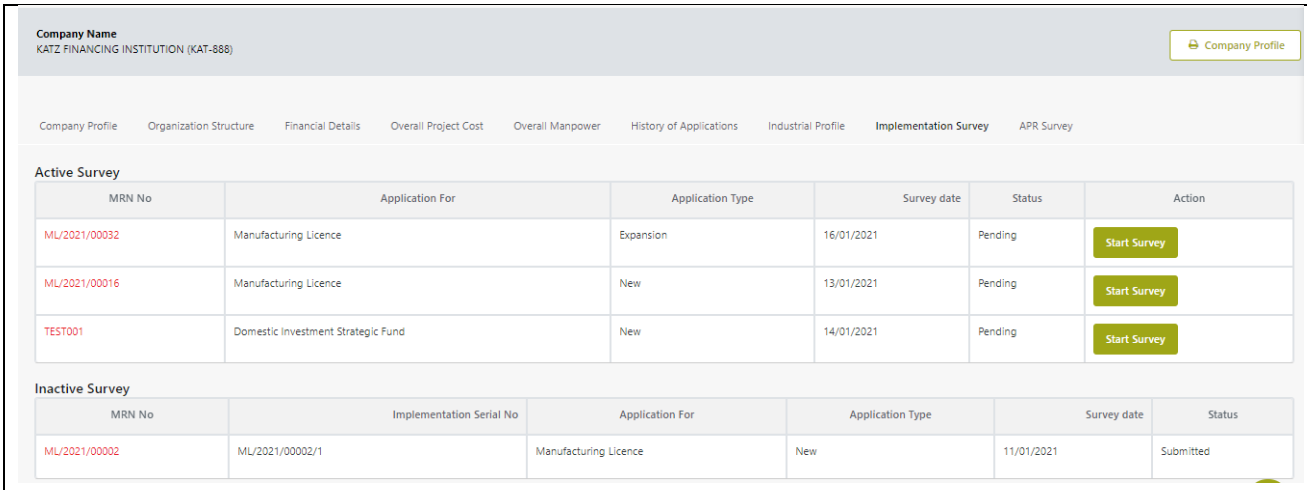
The Overall Manpower section will display the latest total Manpower which are updated from the approved projects.

3.8 History Of Applications



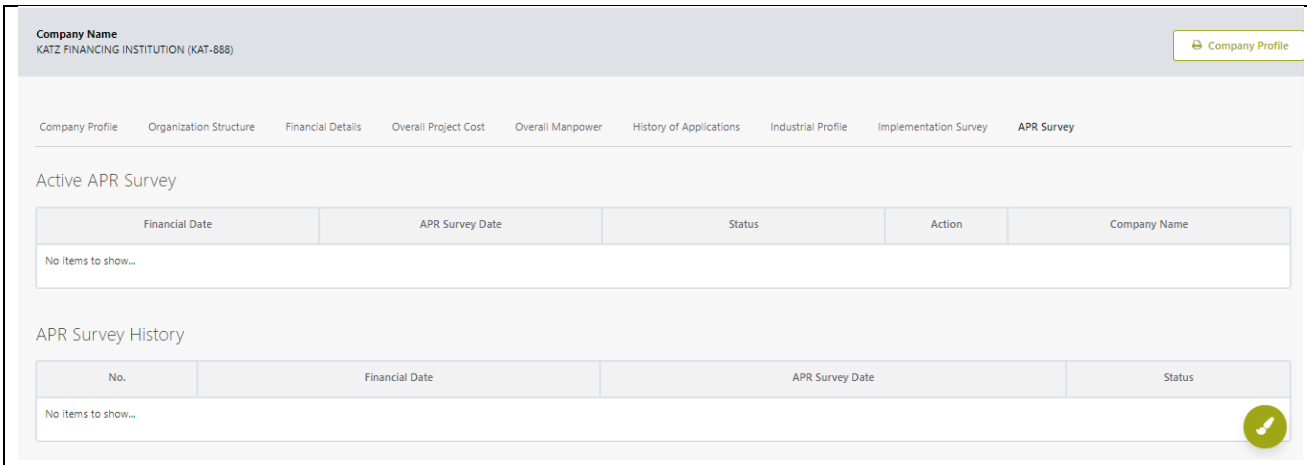
The History of Applications will display all the Completed Applications (Applications submitted and Approved in eTRANS).

3.9 Implementation Survey



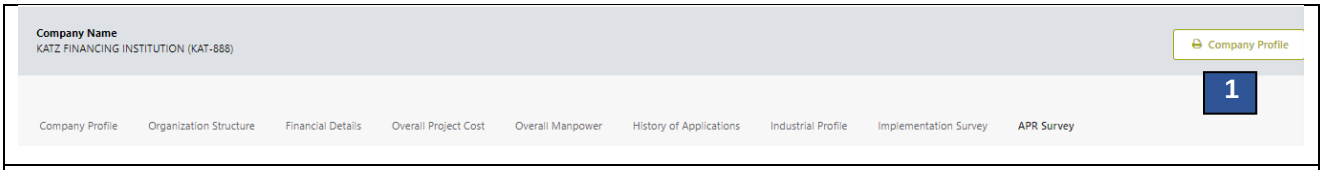
The list of all active and Inactive Implementation surveys will be displayed here.

3.10 APR Survey



The list of all active and history of the APR surveys will be displayed here.

3.11 Print Company Profile



1. Click the “Company Profile” button located on the header to Print the company profile.