



InvestMalaysia

investmalaysia.mida.gov.my

Implementation Survey User Guide for Applicant

Learn About the System
(Version 1.2)

Powered by  **eTRANS**

Last updated on 24/01/2024

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Chapter 1 INTRODUCTION

This user manual will walk you through the process of Filling in each Section and Print Preview Implementation Survey Application Form by providing step-by-step instructions with illustrations to help you understand each step.

1.1 INTENDED USER

This user manual is targeted for:

- Company appointed Contact Person

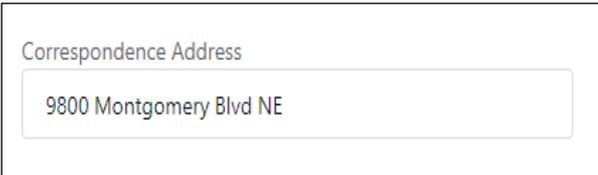
1.2 WEB BROWSER

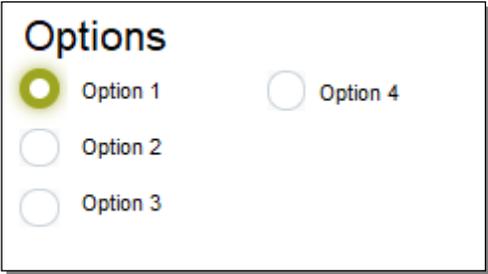
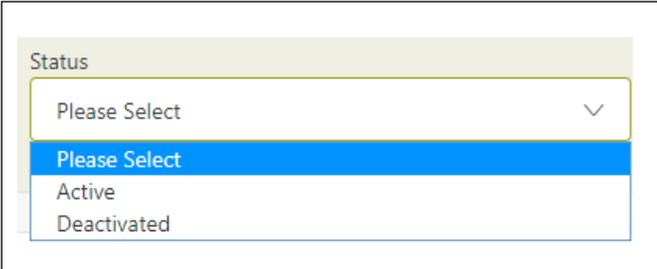
Best viewed in 1024 x 768 using Google Chrome or Mozilla Firefox. This website is mobile responsive.

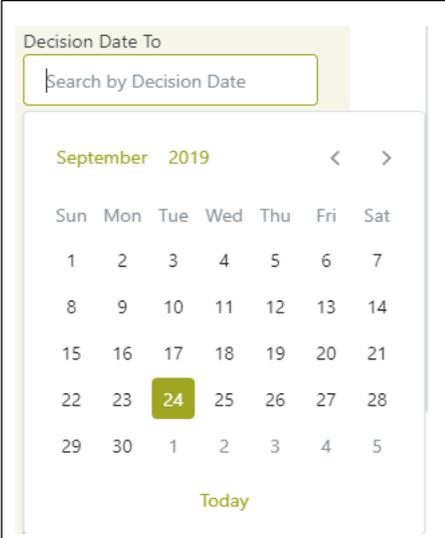
1.3 URL

<https://investmalaysia.mida.gov.my>

1.4 COMMON FIELDS AND DESCRIPTIONS

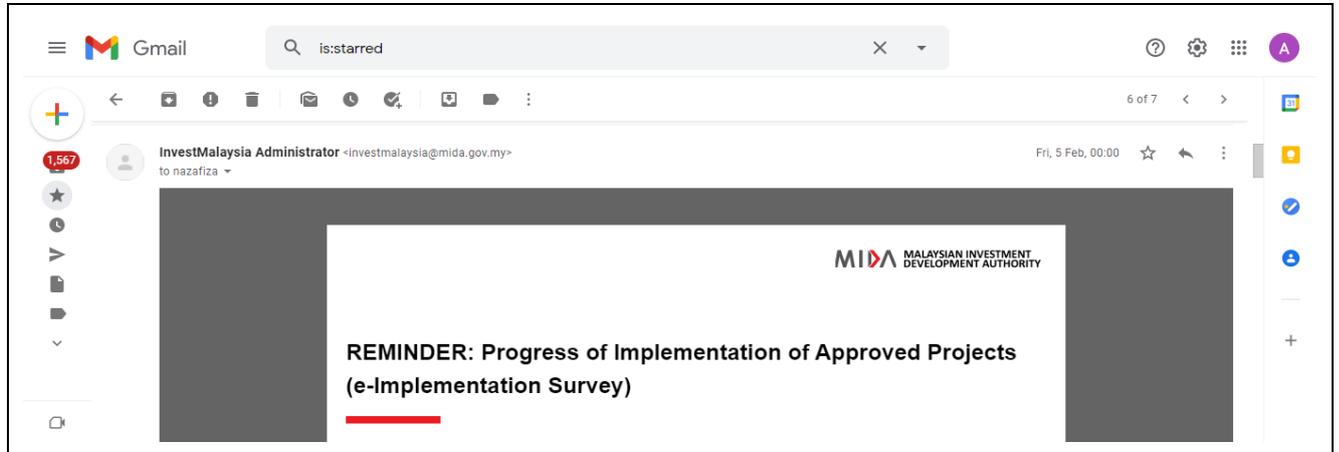
No.	Field	Description
1.	Textbox	<p>A box that allow user to type-in information. Usually, it has characters limit.</p>  <p>If there is an asterisk (*) mark at the textbox, it means the information is required/mandatory.</p>

No.	Field	Description
2.	Button	<p>An item that allow user to click and it will respond according to it's purpose; usually denoted as the button's name.</p> 
3.	Radio button	<p>A selection features that allows the user to choose only ONE selection from the data sets. Usually it's round-shaped.</p> 
4.	Check Box	<p>A selection features that allows the user to check/uncheck selections from the data sets. Usually it's box-shaped.</p> 
5.	Dropdown	<p>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.</p> 
6.	Calendar	<p>A features that allows user to select a date from a calendar and/or time from a time range.</p>

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

Chapter 2 COMPANY CONTACT PERSON

2.1 Email Page



1. Open email client page (e.g., Gmail website).



REMINDER: Progress of Implementation of Approved Projects (e-Implementation Survey)

Dear Sir/Madam of Danial Brotherhood Sdn Bhd,

With reference to the above, we would like to draw your attention to our email dated 01/02/2021 on the progress of implementation of approved projects. According to our records, we **have not received a response from your company**. However, if your company has since submitted the Implementation Survey, please disregard this email or letter.

2. The company shall submit the required information in accordance to **Article 6A (ba) ii of the Malaysian Investment Development Authority (Incorporation) Act 1965**, requires companies to submit reports, information and surveys for statistics, etc., containing such particulars and information that may be specified by MIDA, regarding their activities and/or proposed activities.

3. Thus, we seek your kind cooperation to provide updates on the status of your project as at 01/02/2021 by 22/01/1900 00:00:00 via InvestMalaysia Online Portal.

(i) New users are advised to register online at URL: <https://www.investmalaysia.mida.gov.my/> and create a new password.

[<Link Here To Start Implementation Survey>](#)

4. Should you have any enquiries / need further clarifications on the Progress of Implementation Survey, please email to the Investment Statistics Division at pi_survey@mida.gov.my

Thank you for the cooperation given.

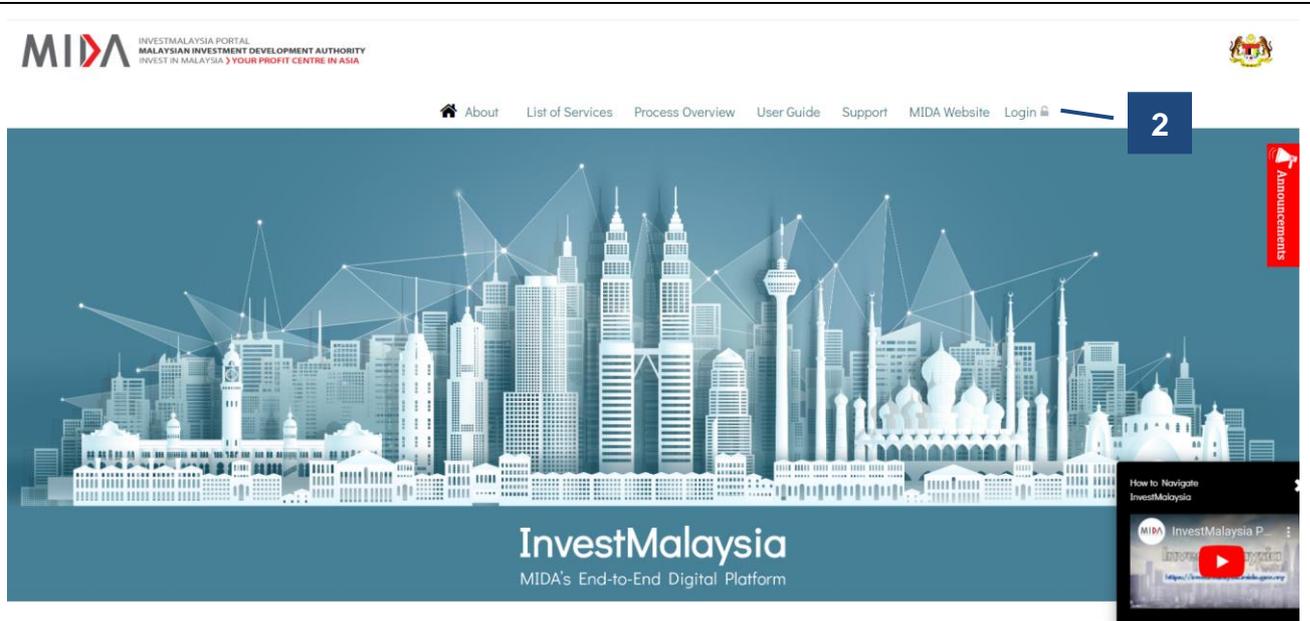
Yours sincerely,
(DATO' AZMAN MAHMUD)
Chief Executive Officer

2. Click on the Implementation Survey email;
3. Click on Implementation survey link;
User will be redirected to the InvestMalaysia **Landing Page**.

2.2 Login Page

1. User will be redirected to a new browser window and show the Login Page.

Login Page URL: <http://investmalaysia.mida.gov.my>

The image shows the login page of the InvestMalaysia portal. At the top is the MIDA logo and the text 'MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY INVESTMALAYSIA PORTAL'. Below this is the heading 'Login'. There are two input fields: 'Email' and 'Password'. A blue box with the number '3' points to the 'Email' field. Below the 'Password' field is a link for 'Forgot password?'. A large blue button labeled 'CONTINUE' is positioned below the input fields. A blue box with the number '4' points to the 'CONTINUE' button. Below the button, there are links for 'Don't have an account? Register Now!' and 'Need help? Refer to our guide.' with a small home icon below them. A blue box with the number '5' points to the 'Register Now!' link.

2. Click the **Login** link. New login page will be displayed.

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.

2.3 Dashboard

Login as **Company Contact Person**. The system will redirect to the **Dashboard**

The screenshot shows the MIDA dashboard with the following table:

MIDA Reference No.	Company Name	Application	Application Type	Date Approved	Survey Date	Status	Action
ICA10/2021/00018	Active Food Ingredients Sdn. Bhd.	Exempted From Manufacturing Licence	New	08/02/2021	09/02/2021	Pending	Start Survey
ML/2021/00060	Active Food Ingredients Sdn. Bhd.	Transfer of Manufacturing Licence	New	23/02/2021	24/02/2021	Pending	Start Survey
APL/2021/00063	SEMICONDUCTOR INDUSTRIES SDN BHD	Promotion of Investment Act 1986	New	08/02/2021	09/02/2021	Pending	Start Survey
APL/2021/00063	SEMICONDUCTOR INDUSTRIES SDN BHD	Promotion of Investment Act 1986	New	08/02/2021	09/02/2021	Pending	Start Survey

1. Scroll to **SURVEY ON THE PROGRESS OF IMPLEMENTATION OF APPROVED PROJECTS** Table.

The screenshot shows the same MIDA dashboard table as above, with the 'Start Survey' button for the last row highlighted by a blue box and the number 2.

2. Click on **[Start Survey]** Button.
System will redirect **Company Profile** page.

2.4 Company Profile Page

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY Dashboard Tasks i-Incentives Customer Service ▾ Ahmad Survey

IMPLEMENTATION SURVEY

Danial Brotherhood Sdn Bhd(Registration Of Company (ROC) 112233-A)

Company Profile

Company Name
Danial Brotherhood Sdn Bhd

Registration Type
Registration Of Company (ROC)

Registration No
112233-A

New SSM Registration No

Correspondence Address
alamat 1, jalan alamat 1
taman alamat 1
off jalan alamat 1

City
Wilayah Persekutuan Kuala Lumpur

Postcode
50470

State
Wilayah Persekutuan Kuala Lumpur

1. At Company Profile page, **Company Profile** section will display:

- a. Company Name
- b. Registration Type
- c. Registration No
- d. New SSM Registration No (if any)
- e. Correspondence Address
- f. City
- g. Postcode
- h. State

Contact Person

No.	Name	Designation	Email	Phone No.
1.	Ahmad Survey	Manager	surveymida@gmail.com	0165607401
2.	Salina Shahrizah	Others (please specify)	ishariza@gmail.com	

2. At **Contact Person** section, it will display all the contact person assigned to this company.

➤ List of Location

No.	Implementation Serial No.	Sector	Application Type	Type of Application	Factory/Premises Address	Status	Action
1.	ML/2021/00008/1	Manufacturing	New	Manufacturing Licence	Alamat Kilang 1, Taman Kilang 1, Jalan Kilang 1, 52300, Balakong, Selangor Darul Ehsan	Submitted	View
2.	ML/2021/00008/2	Manufacturing	New	Manufacturing Licence	Alamat Kilang 2, Taman Kilang 2, Jalan Kilang 2, 80250, Johor Bahru, Johor Darul Ta'zim	Pending	Data Entry

4

5

3. At **List of Location** section, it will display the approved projects by location.

4. Clicking on **[View]** button will display a completed survey page (non-editable).

5. Click **[Data Entry]** button.

System will redirect to **Section A** page.

2.5 Section A – Implementation Status

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

Dashboard Tasks Applications i-Incentives Customer Service

Ahmad Survey

[Back to Company Profile](#)

IMPLEMENTATION SURVEY

Danial Brotherhood Sdn Bhd(112233-A)

Factory/Premise Address
Alamat Kilang 2, Taman Kilang 2,
Jalan Kilang 2,
80250, Johor Bahru,
Johor

Implementation Serial No.
ML/2021/00008/2

Date Approved
12/01/2021

Product
Kerepek pisang

Survey Form

Progress 1/5

- A Implementation Status
- B Problem Encountered
- C Investment Incurred
- D Employment
- E Declaration

Project Status as at 01/02/2021

Please indicate the project status of the project by choose one of the boxes provided below.

- Commercial Production
- Trial Production
- Machinery or equipment Installation in Progress/ Completed
- Factory or Building Rented/ In Construction/ Completed
- Site Acquired
- Active Planning/Negotiation
- No Action Taken
- Project Temporary Shelved
- Project Abandoned

Next

1. At **Implementation Status** page, user will need to select a **Project Status** based on **[Radio Button]** selection.

Progress 1/5

- A Implementation Status
- B Problem Encountered
- C Investment Incurred
- D Employment
- E Declaration

Project Status as at 01/02/2021

Please indicate the project status of the project by choose one of the boxes provided below.

- Commercial Production
- Trial Production
- Machinery or equipment Installation in Progress/ Completed
- Factory or Building Rented/ In Construction/ Completed
- Site Acquired
- Active Planning/Negotiation
- No Action Taken

DD/MM/YYYY

February 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	1	2	3	4	5	6

Today

2. Selecting status below (**Manufacturing**), user would need to pick a date:

- a. Commercial Production
- b. Trial Production
- c. Machinery or equipment Installation in Progress/ Completed
- d. Factory or Building Rented/ In Construction/ Completed

3. Select a **Date** from the Date Picker box.

Progress 1/5

- A Implementation Status
- B Problem Encountered
- C Investment Incurred
- D Employment
- E Declaration

Project Status as at 01/02/2021

Please indicate the project status of the project by choose one of the boxes provided below.

- Commenced Operation
- Machinery or equipment Installation in Progress/ Completed
- Building/ Office/ Warehouse/ Rented/ In Construction/ Completed
- Site Acquired
- Active Planning/Negotiation
- No Action Taken
- Project Temporary Shelved

DD/MM/YYYY

February 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	1	2	3	4	5	6

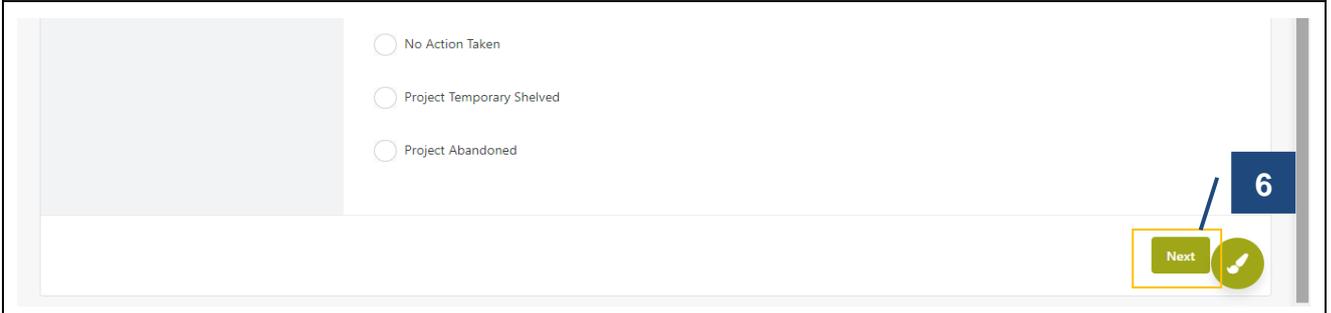
Today

4. Selecting status below (**Services**), user would need to pick a date:

- a. Commenced Operation
- b. Machinery or equipment Installation in Progress/Completed

c. Building/ Office/ Warehouse/ Rented/ In Construction/ Completed

5. Select a **Date** from the Date Picker box.



The screenshot shows a survey form with three radio button options: "No Action Taken", "Project Temporary Shelved", and "Project Abandoned". A "Next" button is highlighted with a yellow box, and a blue box with the number "6" is next to it. A blue line points from the "6" box to the "Next" button.

6. Click on **[Next]** button.

System will redirect to **Section B** page.

2.6 Section B – Problem Encountered

The screenshot displays the MIDA (Malaysian Investment Development Authority) Implementation Survey interface. At the top, the user is identified as 'Ahmad Survey'. The survey details for 'Danial Brotherhood Sdn Bhd(112233-A)' are shown, including the factory/premise address, implementation serial number (ML/2021/00008/2), date approved (12/01/2021), and product (Kerepek pisang). The current step is 'Problem Encountered', indicated by a blue circle '1' and a blue arrow pointing to the checkbox area. The progress sidebar on the left shows five steps: A (Implementation Status), B (Problem Encountered), C (Investment Incurred), D (Employment), and E (Declaration). The main content area contains a list of 12 problem categories, each with a checkbox: 1. Utilities, 2. Sources Of Technology Technical, 3. Immigration, 4. Labour Supply, 5. Sourcing Raw Material, 6. Financing, 7. Telecommunication, 8. Internet Connection, 9. Marketing, 10. Customs Issue, 11. Local Authority, and 12. Other Problems. A 'Previous' button is located at the bottom left, and a 'Next' button with a pencil icon is at the bottom right.

1. At **Problem Encountered** page, user can select multiple problem listed by selecting the **[Checkbox]** button.

2. Selecting **Utilities** checkbox will display three (3) more checkbox selection:

- a. Water
- b. Gas
- c. Electricity

3. Selecting either of the three (3) will display a **Textbox** to fill in the **Reason (mandatory)**.

4. Other checkbox selection will only display a to fill in the **Reason (mandatory)**.

5. **[Previous]** button to go back to Section A page.

6. Click on **[Next]** button.

System will redirect to **Section C** page..

2.7 Section C – Investment Incurred

MALAYSIAN INVESTMENT
DEVELOPMENT AUTHORITY

Dashboard
Tasks
Applications ▾
i-Incentives
Customer Service ▾

Ahmad Survey

Back to Company Profile

IMPLEMENTATION SURVEY

Danial Brotherhood Sdn Bhd(112233-A)

Factory/Premise Address

Alamat Kilang 2, Taman Kilang 2,
Jalan Kilang 2,
80250, Johor Bahru,
Johor

Implementation Serial No.

ML/2021/00008/2

Date Approved

12/01/2021

Product

Kerepek pisang

Survey Form
↺

Progress 3/5

- A Implementation Status
- B Problem Encountered
- C Investment Incurred
- D Employment
- E Declaration

Investments Incurred as at 01/02/2021

Details	Cost of Fixed Assets			
	Land (RM)	Building / Factory (RM)	Plant & Machinery (RM)	Other Equipment (RM)
Investment Approved	3,000,020.00	2,500,040.00	700,006.00	300,008.00
Percentage as at 01/02/2021 (%)	<input type="text" value="50"/>	<input type="text" value="50"/>	<input type="text" value="50"/>	<input type="text" value="50"/>
Realised Investment	1,500,010.00	1,250,020.00	350,003.00	150,004.00

Previous
Next

1. At **Investment Incurred** page, user will need to key in the percentage (%) in the table provided:

- a. Cost of Fixed Assets
- b. Working Capital
- c. Pre-Operational Expenditure

Progress 3/5

- A Implementation Status
- B Problem Encountered
- C Investment Incurred
- D Employment
- E Declaration

Investments Incurred as at 01/02/2021

Details	Cost of Fixed Assets			
	Land (RM)	Building / Factory (RM)	Plant & Machinery (RM)	Other Equipment (RM)
Investment Approved	3,000,020.00	2,500,040.00	700,006.00	300,008.00
Percentage as at 01/02/2021 (%)	50	50	50	50
Realised Investment	1,500,010.00	1,250,020.00	350,003.00	150,004.00

Previous Next 

2. At the **Table**, user only needs to key in the **percentage (%)** in the **Percentage as at** row.
3. **Realised Investment** row will auto calculate based on the percentage entered.

Previous Next 

4. **[Previous]** button to go back to Section B page.
5. Click on **[Next]** button.
System will redirect to **Section D** page.

2.8 Section D – Employment

Back to Company Profile
IMPLEMENTATION SURVEY

Daniel Brotherhood Sdn Bhd(112233-A)

Factory/Premise Address
 Alamat Kilang 2, Taman Kilang 2,
 Jalan Kilang 2,
 80250, Johor Bahru,
 Johor

Implementation Serial No.
 ML/2021/00008/2

Date Approved
 12/01/2021

Product
 Kerepek pisang

Survey Form

Progress 4/5

- A Implementation Status
- B Problem Encountered
- C Investment Incurred
- D Employment
- E Declaration

Employment

Job Category *	Number of Approved Workers	Number Of Workers as at 01/02/2021
Professionals & Executives (Non-Engineers)	2	0
Managerial	0	1
Add Record		
Total Employment	2	1
Total Outsource Workers	0	0

Talent Facilitation

Do you need talent facilitation for personnel in managerial, technical & supervisory category?

Yes

No

Previous Next

1. At **Employment** page, user can view **Number of Approved Workers** based on approved application.
2. User can also add workers by clicking **[Add Record]** button.

Employment

Declaration

3

Managerial

0

4

5

Add Record

Total Employment

2

1

3. A new row will be created, and user will need to select from the **Drop-Down Menu** in **Job Category** column.
4. User will also need to **enter the number** of workers in **Number of Workers** column.
5. Click on  button to save the figures.

6. At **Talent Facilitation** section, selecting **[Yes]** radio button will display a **Table**.
7. To add a record, click on **[Add Employment Talent Facilitation]** button.
8. Data **mandatory** to be filled as per below:
 - a. Name of Position (textbox entry)
 - b. Total Number Manpower (textbox entry)
 - c. Academic Professional Qualification (drop-down menu)
 - d. Technical Skills (textbox entry)
 - e. Salary Per Month (RM) (textbox entry)
 - f. Allowences (RM) (textbox entry)
 - g. Job Descriptions (textbox entry)

9. Click on  button to save the figures.

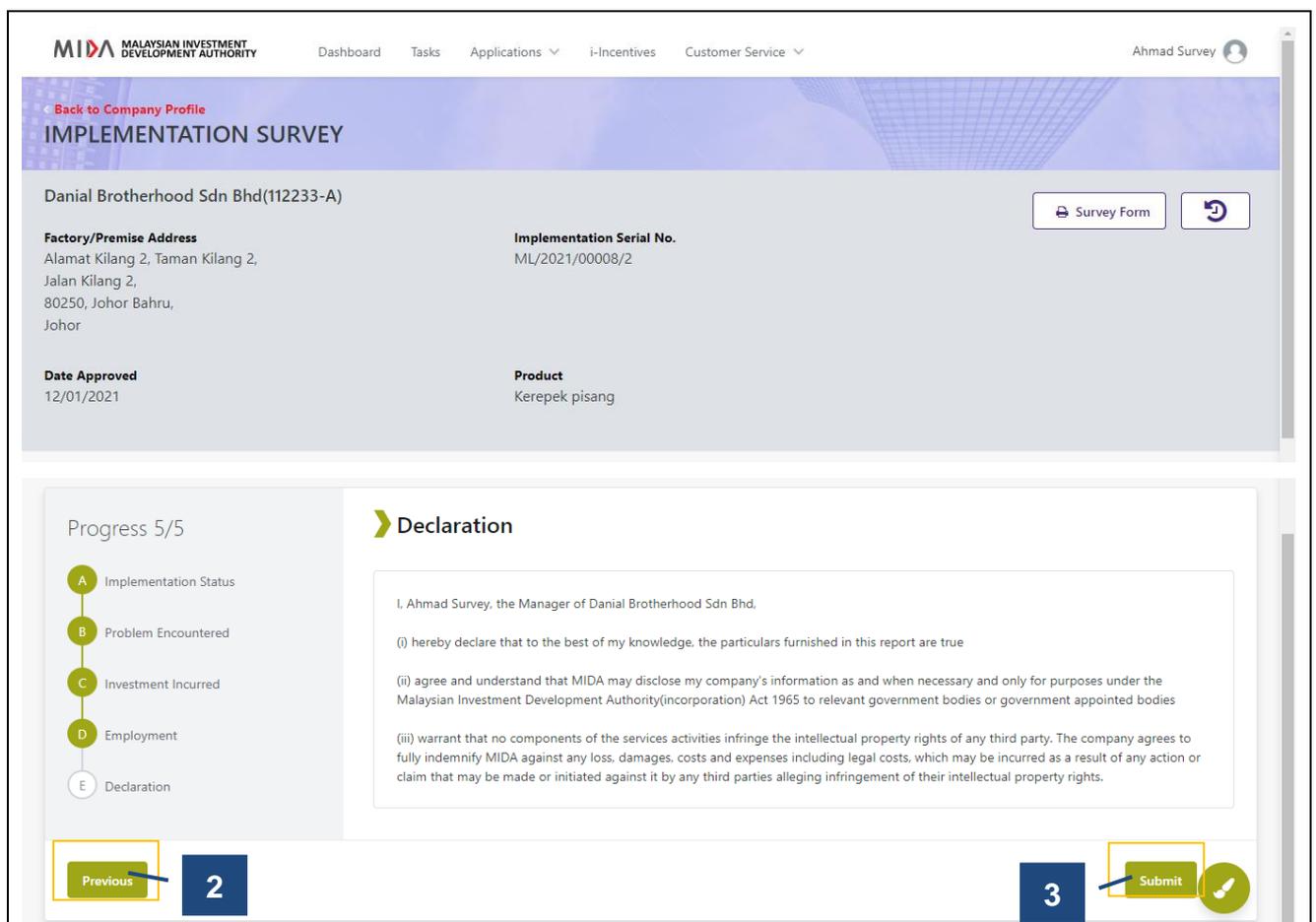


10. **[Previous]** button to go back to Section C page.

11. Click on **[Next]** button.

System will redirect to **Section E** page.

2.9 Section E – Declaration



Progress 5/5

- A Implementation Status
- B Problem Encountered
- C Investment Incurred
- D Employment
- E Declaration**

Declaration

I, Ahmad Survey, the Manager of Danial Brotherhood Sdn Bhd.

(i) hereby declare that to the best of my knowledge, the particulars furnished in this report are true

(ii) agree and understand that MIDA may disclose my company's information as and when necessary and only for purposes under the Malaysian Investment Development Authority(incorporation) Act 1965 to relevant government bodies or government appointed bodies

(iii) warrant that no components of the services activities infringe the intellectual property rights of any third party. The company agrees to fully indemnify MIDA against any loss, damages, costs and expenses including legal costs, which may be incurred as a result of any action or claim that may be made or initiated against it by any third parties alleging infringement of their intellectual property rights.

2

3

1. At Declaration page, user will be able to submit the completed survey.

Note: User will not be able to make any changes once survey have been submitted.
2. **[Previous]** button to go back to Section D page.
3. Click on **[Submit]** button.

System will display a pop-up confirmation box.



4. At the pop-up window, user is asked for confirmation. Click **[Cancel]** button to return to **Declaration** page.

5. Click **[Yes]** button to submit the Implementation Survey.

System will check if there is any pending survey. If there is pending survey, system will redirect to the next pending survey.