

APPLICATION FOR SPECIAL EAST COAST ECONOMIC REGION (“ECER”) INCENTIVES MANUFACTURING

Investor Information Form ID: _____
(to be completed by ECERDC)

Please complete the relevant Sections marked (√)

Sections to complete	Developer/ Development manager	Manufacturer
Part A: Type of Application	√	√
Part B: Particulars of Company undertaking the Project	√	√
Part C: Project Details	√	√
Part D: Manpower	√	√
Part E: Manufacturing Process and Pollution Control	Not applicable	√
Part F: Sources of Technical know-how	Not applicable	√
Part G: Main machinery and equipment including pollution control equipment	Not applicable	√
Part H: Main raw materials and components	Not applicable	√
Part I: Production Schedule	Not applicable	√
Part J: Market	Not applicable	√
Part K: Product Pricing	Not applicable	√
Part L: Details of Expatriate Posts	√	√
Part M: Declaration	√	√

List of documents attached. Please tick (√) in the relevant boxes where applicable

Documents to be submitted		Developer/ Development manager	Manufacturer	ECERDC Officer
1) Business Proposal				
2) Company incorporation documents	Form 9 or Form 13			
	Form 24			
	Form 44			
	Form 49			
	Memorandum of Association			

* ALL copied documents must be endorsed as certified true copy by company's secretary

APPLICATION FOR SPECIAL EAST COAST ECONOMIC REGION (“ECER”) INCENTIVES MANUFACTURING

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(to be completed by ECERDC)

List of documents attached. Please tick (✓) in the relevant boxes where applicable

Documents to be submitted	Developer/ Development manager	Manufacturer	ECERDC Officer
3) A copy of relevant approval(s) obtained from other ministries or governmental agencies (if any)			
4) Manufacturing license or a copy of license(s) obtained (if any)			
5) Land Status/Approval			
6) Projection Cash Flow (10 years)			
7) Cost Benefit Analysis			
8) Developer/ Development manager Curriculum Vitae/ Past History		Not applicable	
9) Environmental Impact Assessment			
10) Industry Status			
11) Others (please specify)			

* ALL copied documents must be endorsed as certified true copy by company’s secretary

A. TYPE OF APPLICATION

1. Type of application (Please tick (✓) where relevant):

(a) Special ECER Incentive:

(i) Income Tax Exemption

or

(ii) Income Tax Exemption Equivalent to Qualifying Capital Expenditure

or

(iii) Customized incentive (please specify):

or/and

.....
(iv) Stamp duty exemption

(b) Expatriate Posts

2. Proposed Project in ECER

(a) Park Developer/ development manager

(b) Manufacturer

(c) Others (please specify)

.....

B. PARTICULARS OF COMPANY UNDERTAKING THE PROJECT

1. (a) Name of subsidiary undertaking the project

- (b) Correspondence Address

Contact person

Designation

Telephone no.

Fax no.

E-mail

Website

2. (a) Has the company been incorporated under the Companies Act, 1965?

Yes No

If yes, please fill in the following:

(i) Date of incorporation

(ii) Company registration no.

(iii) Income tax reference no.

(iv) Income tax branch office

3. Particulars of Board of Directors

Name and Residential Address	Nationality	% Shares Held in the Company

4. Please attach the group structure of the company undertaking the project

C. PROJECT DETAILS

1. Project Details:

(a)	<input type="checkbox"/>	New Project
(b)	<input type="checkbox"/>	Existing Project: (i) Expansion
	<input type="checkbox"/>	(ii) Diversification/ additional products
	<input type="checkbox"/>	(iii) Relocation

2. Proposed Project (New/ Expansion/ Diversification/ Relocation)

Proposed products/ Activities	HS tariff code	Proposed factory location

(b) Proposed date of commencement of project: _____

C. PROJECT DETAILS (cont'd)**3. For existing project ONLY**

(a)

Existing products/ produce/ activities	HS tariff code	Existing factory location

(b) Date of commencement of operation: _____

(c) Particulars of Manufacturing License and/or incentives approved

(i) Please provide a copy of Manufacturing Licence and conditions and/or Incentive Letter and/or Pioneer Certificate and/or letter on effective date of Investment Tax Allowance granted to the company.
(please state if the necessary licenses are yet to be acquired)

(ii) Products manufactured/ activities undertaken

Existing products/produce/activities	Date of Commercial production	Location

C1. ESTIMATED PROJECT COST

** To fill in where relevant*

	Existing (for existing project only)	Proposed	Total
	<u>RM</u>	<u>RM</u>	<u>RM</u>
1.Fixed assets**			
(i) Land (Specify area in hectares)			
(ii) Factory/ building (Specify built-up area in m ²)			
(iii) Plant and machinery			
(iv) Other equipment			
Total fixed assets			
2.Pre-operational expenditure			
3.Working capital			
Total project cost			

** If assets are rented/leased, please indicate

The annual cost of rental/lease below:

(i) Land (Specify area in hectares)			
(ii) Factory/ building (Specify built-up area in m ²)			
(iii) Plant and machinery			
(iv) Other equipment			
Total rental/lease			

Note:

* If there is more than one project location, please provide the same information on a separate sheet of paper

C2. FINANCING FOR COMPANY UNDERTAKING PROJECT

	Existing (For existing company only) <u>RM</u>	Proposed <u>RM</u>	Total <u>RM</u>	%
1. Authorised capital				
2. Shareholders' funds				
(a) Paid-up capital				
(i) Malaysian individuals				
Bumiputera				
Non-Bumiputera				
(ii) Companies incorporated in Malaysia*				

(iii) Foreign nationals/ companies (Specify name and nationality/ country of origin)				

Total of (i), (ii) and (iii)				100%
(b) Reserves (excluding capital appreciation)				
Total of (a) and (b)				

* For 2(a)(ii), please provide equity structure of shareholder as follows:

Name of company:	Name of company:
%	%
Bumiputera	Bumiputera
Non-Bumiputera	Non-Bumiputera
Foreign nationals/ companies (Specify name and nationality / country of origin)	Foreign nationals/ companies (Specify name and nationality / country of origin)
Total	Total
100%	100%

C2. FINANCING FOR COMPANY UNDERTAKING PROJECT (cont'd)

	Existing (for existing project only) <u>RM</u>	Proposed <u>RM</u>	Total <u>RM</u>
3. Loan			
Domestic	_____	_____	_____
Foreign (Specify country of origin): _____	_____	_____	_____
Total	_____	_____	_____
4. Other sources (please specify):			
_____	_____	_____	_____
_____	_____	_____	_____
Total	_____	_____	_____
Total of 2, 3 and 4	_____	_____	_____

5. Facilitation fund assistant

UKAS

TERAJU (for Bumiputera Only)

Please submit the form to UKAS/TERAJU and a copy to ECERDC

6. State the name of any other company in Malaysia manufacturing the same/similar products in which the applicant company or any shareholder of the applicant company has equity participation.

Company registration no.	Name of company

D. MANPOWER

Please fill in where relevant.

Please note that the information is required to enable the government to undertake the appropriate manpower planning to meet the specific manpower needs of companies proposing to establish projects in Malaysia

Category	Full-time employment						
	Malaysian*			Foreign national			Total
	Degree	Diploma/ Certificate	Others	Degree	Diploma/ Certificate	Others	
1. Managerial staff							
(a) Technical qualifications							
(i) Electrical & Electronics Engineering							
(ii) Mechanical Engineering							
(iii) Chemical Engineering							
(iv) Other (please specify)							
(b) Science Qualifications							
(i) Chemistry							
(ii) Physics							
(iii) Biotechnology/ Microbiology							
(iv) Pharmacy							
(v) Computer Science							
(vi) Others (please specify)							
(c) (i) Other qualifications/ experience (e.g. economics, marketing, finance & accounting. Please specify):							
2. Technical and supervisory staff with:							
(a) Technical qualifications							
(i) Electrical & Electronics Engineering							
(ii) Mechanical Engineering							
(iii) Chemical Engineering							
(iv) Other (please specify)							

Note:

- For existing companies, please provide details of existing manpower on separate sheet of paper.
 - If there is more than one factory location, please provide manpower details for each location on separate sheet of paper.
- * Where applicable, please provide breakdown of employment of ECER locals on a separate sheet of paper.

D. MANPOWER (cont'd)

Category	Full-time employment						
	Malaysian*			Foreign national			Total
	Degree	Diploma/ Certificate	Others	Degree	Diploma/ Certificate	Others	
3. Technical and supervisory staff with: (cont'd)							
(b) Science Qualifications							
(i) Chemistry							
(ii) Physics							
(iii) Biotechnology/ Microbiology							
(iv) Pharmacy							
(v) Computer Science							
(vi) Others (please specify)							
(c) Other qualifications/ experience Craft Skills							
(i) Plant maintenance mechanic							
(ii) Tool & die maker							
(iii) Machinist							
(iv) IT personnel (including CAD/CAM designer & DCS operator)							
(v) Quality Controller							
(vi) Electrician							
(vii) Chageman							
(viii) Welder							
(ix) Other special skills related to the sector (Please specify): (a) _____ (b) _____ (c) _____ (d) _____ (e) _____ (f) _____ (g) _____							
4. (a) Sales and Clerical							
(b) Other general workers							
5. Machine operators and assemblers**							
Total:							

6. Salary Structure

Salary	No. of employees	Percentage (%)
No. of Employee earning between RM3,000 and RM4,999 (including allowances)		
No. of Employee earning between RM5,000 and above (including allowances)		

Note: ** Machine operators and assemblers are those involved in the production/assembly line who receive mainly on the job training for a period between 3 to 6 months, e.g. production operators

E. MANUFACTURING PROCESS AND POLLUTION CONTROL

1. Please attach the manufacturing process flow chart and explain the major processes. Indicate processes according to type of machinery used as follows:

- R – Robotic machinery
- A – Automatic machinery
- S – Semi-automatic machinery
- M – Manual Operation

2. From the manufacturing process flow chart, please provide details on emission of pollutants.

Point of emission	Type of pollutants	Quantity

F. SOURCES OF TECHNICAL KNOW-HOW

Name and address of supplier	Years of experience	Relationship with applicant (e.g. machinery supplier, parent company/ associate company)

G. MAIN MACHINERY AND EQUIPMENT INCLUDING POLLUTION CONTROL EQUIPMENT

Description	Type*	Unit	Function	Country of Origin	Cost (RM)

Note:

*** Indicate:**

R - robotic machinery **A** - automatic machinery **S** - semi-automatic machinery **M** - manual operation

H. MAIN RAW MATERIALS, COMPONENTS AND SERVICES

Raw materials and components	Quantity* per annum	Value per annum (RM)	Source			
			Local Manufacturer		Import	
			% of value	Name and address	% of value	Country of origin
Type of services		Value per annum (RM)	Local supplier		Import	
			% of value	Name and address	% of value	Country of origin
<p>Please provide potential entrepreneurial opportunities the company would be able to contribute to ECER (e.g. creation of vendors/ Subcontracting part of the value chain to develop skills amongst the local ECER community etc.)</p>						

Note:

* Units as specified in the 'Malaysian Trade Classification and Customs Duties Order'

I. PRODUCTION SCHEDULE*

Products/ activities	Year 1		Year 2		Year 3		Maximum annual production capacity per 8-hour shift
	Quantity**	Ex- factory value (RM)	Quantity**	Ex- factory value (RM)	Quantity**	Ex- factory value (RM)	
Total							
Number of shifts							

Note:

* If there is more than one factory location, please provide the same information on a separate sheet of paper

** Units as specified in the 'Malaysian Trade Classification and Customs Duties Order'

J. MARKET

Products/ activities	% of market			
	Year 1	Year 2	Year 3	
<u>For domestic market</u>				<u>Principal Consumers</u>
<u>For FZ/LMW* market</u>				
<u>For export market</u>				<u>Destinations</u>

Note:

* Free Zone/ Licensed Manufacturing Warehouse

K. PRODUCT PRICING

Item	% of ex-factory price for each product		
	Product 1	Product 2	Product 3
(a) Cost of imported raw materials/ components			
(b) Cost of local raw materials/ componenets			
(c) Cost of energy and fuel			
(d) Cost of labour			
(e) Depreciation			
(f) Interest payments, indirect taxes, quit rent & etc			
(g) Administrative and marketing costs			
(h) Cost of technology (including royalty, management services and other related costs)			
(i) Manufacturing Profit			
Total	100%	100%	100%

Note:

* If there are more products, please provide the same information on a separate sheet of paper

L. DETAILS OF EXPATRIATE POSTS

Please complete this section if the applicant is applying for expatriate posts. Please exclude the expatriate posts that have been directly applied for to the Immigration Department or any other department.

1. New/ additional posts applied for

Designation*	Type of post (key/term post)	Number	Duration (Years)

Note:

* Please list according to priority

For each expatriate post applied for, please submit the following details:

- Job function
- Minimum academic/professional qualification required
- Minimum period of experience required
- Justification for request
- Proposed training scheme for Malaysian personnel to fill the relevant posts

2. Existing/approved posts (if any)

Designation	Name and Nationality	Duration approved	Date post filled	Expiry Date

For each existing/approved expatriate post, please submit the following details:

- Name of Malaysian who has taken over/will take over the post
- If the post has not been/will not be Malaysianised, state reasons and the company's plan on the post.

3. Please attach the organisational structure of the company indicating the positions of the expatriate posts

M. DECLARATION

I, _____, hereby declare that to the best of my knowledge, the particulars furnished in this application are true.

(Signature of Applicant)

Date

(Designation)