



Untuk Kegunaan Pejabat Sahaja  
(For Office Use Only)

Tarikh diterima :

No. Fail:

## PROGRAM EPP 6 NKEA SAWIT - PENGELUARAN OLEO DERIVATIF & PENGKOMERSILAN PRODUK TAMBAH NILAI BERASASKAN OLEOKIMIA

### BORANG PERMOHONAN GERAN PKS BAGI PENGELUARAN & PENGKOMERSILAN PRODUK TAMBAH NILAI BERASASKAN OLEOKIMIA

GRANT APPLICATION FORM FOR SME FOR PRODUCTION AND COMMERCIALISATION OF VALUE-ADDED PRODUCTS FROM OLEOCHEMICALS

1. Nama Syarikat : \_\_\_\_\_  
Name of Company

2. Jenis Milikan :                      Sdn. Bhd                          Milikan Tunggal                          Perkongsian      
Types of Ownership                      Sdn. Bhd                      Sole Proprietor                      Partnership

3. Saiz Syarikat :                      Kecil                                            Sederhana                        
Company's Size                      Small                      Medium

#### Definisi Syarikat Kecil dan Sederhana Definition for Small and Medium Company

Kecil Small	Nilai jualan tahunan antara RM300,000 dan kurang daripada RM15 juta atau pekerja sepenuh masa antara 5 dan 74 orang pekerja Sales turnover between RM300,000 and less than RM15 million or full time employees between 5 and 74 workers
Sederhana Medium	Nilai jualan tahunan antara RM15 juta dan RM50 juta atau pekerja sepenuh masa antara 75 dan 200 orang pekerja Sales turnover between RM15 million and RM50 million or full time employees between

Kalau syarikat anda adalah di dalam kategori PKS/ If your company falls into the definition of SME  
Sila nyatakan kadar SCORE syarikat anda (oleh SME Corp) pada 2016: ( \_\_\_ / 5)  
Please specify your SCORE rating (by SME Corp) in 2016

**Nota: Hanya PKS yang mempunyai minimum 3-STAR layak memohon geran ini.**  
Only SME with minimum 3-STAR eligible for the grant

**Adakah anda juga dalam proses memohon atau telah memohon apa-apa insentif lain daripada entiti-entiti kerajaan lain? Jika ya, sila nyatakan nama entiti dan jenis insentif.**

*Are you also in the process of applying or have applied for any other incentives from other Government entities? If yes, kindly list down name of entities and type of incentives.*

Nama entiti <i>Entity</i>	Jenis insentif <i>Type of incentive</i>

**4. Kumpulan Industri**

*Industry Group*

- **Perkilangan**  
*Manufacturing*

**Pengalaman dalam aktiviti Perkilangan:**

*Experience in Manufacturing activities:*

**Pengalaman dalam aktiviti lain yang boleh menyokong permohonan:**

*Experience in other activities to support application:*

**5. Aktiviti Perniagaan/ Produk :** \_\_\_\_\_

*Nature of Business/ Product*

**6. Pengarah Urusan :** \_\_\_\_\_

*Managing Director*

**7. Alamat Perniagaan :** \_\_\_\_\_

*Business Address*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel : \_\_\_\_\_  
*Tel*

Faks : \_\_\_\_\_  
*Fax*

E-mel: \_\_\_\_\_  
*E-mail*

Laman Sesawang (*Website*) : \_\_\_\_\_

**8. Pegawai Dihubungi :** \_\_\_\_\_

**(Mestilah Kakitangan Syarikat Pemohon)**

*Contact Person Should be an Employee of the Company*

Tel : \_\_\_\_\_  
*Tel*

Faks : \_\_\_\_\_  
*Fax*

E-mel: \_\_\_\_\_  
*E-mail*

9. **Tarikh Penubuhan Perniagaan :** \_\_\_\_\_  
*Date of Incorporation of Business*

**Tarikh Mula Beroperasi :** \_\_\_\_\_  
*Date of Commencement*

10. **No. Pendaftaran Syarikat/  
No. Pendaftaran Sijil Kelayakan :** \_\_\_\_\_  
*Company's Registration No./ Certificate of Practice Registration No*

11. **Struktur Modal dan Ekuiti Syarikat**  
*Company's Capital & Equity Structure*

11.1 **Struktur Modal** (*Capital Structure*)

**Modal Dibenarkan : RM** \_\_\_\_\_  
*Authorised Capital*

**Modal Berbayar : RM** \_\_\_\_\_  
*Paid-up Capital*

11.2 **Struktur Ekuiti** (*Equity Structure*)

**Bumiputera :** \_\_\_\_\_%  
*Bumiputra*

**Bukan Bumiputera :** \_\_\_\_\_%  
*Non-Bumiputra*

**Asing (Foreign) :** \_\_\_\_\_%  
**Negara Asal Ekuiti Asing:** \_\_\_\_\_  
*Country of Origin for Foreign Equity*

**Syarikat Induk (sekiranya ada) :** \_\_\_\_\_%  
*Holding Company (if applicable)*

**Nama Syarikat Induk :** \_\_\_\_\_  
*Name of Holding Company*

**Sila kembalikan bukti dokumen (Borang 24 yang terkini) termasuk subsidiari**  
***Please enclose documentary proof (Latest Form 24) including subsidiary***

**12. Struktur Gunatenaga**  
*Manpower Structure*

	<b>Rakyat Malaysia</b> <i>Malaysian</i>	<b>Rakyat Asing</b> <i>Foreigners</i>	<b>Jumlah</b> <i>Total</i>
<b>Pengurusan</b> <i>Managerial</i>			
<b>Teknikal Dan Penyeliaan</b> <i>Technical and Supervisory</i>			
<b>Perkeranian</b> <i>Clerical</i>			
<b>Pekerja Kilang/ Operasi</b> <i>Factory Workers/ Operation</i>			
<b>Jumlah</b> <i>Total</i>			

**13. Jualan Tahunan untuk 5 Tahun ke Belakang**  
*(Annual Sales for the Past 5 Years)*

<b>Jualan</b> <i>(Sales)</i>	<b>Jumlah/ Total</b> <i>(RM)</i>				
	<b>Tahun 1</b> <i>Year 1</i>	<b>Tahun 2</b> <i>Year 2</i>	<b>Tahun 3</b> <i>Year 3</i>	<b>Tahun 4</b> <i>Year 4</i>	<b>Tahun 5</b> <i>Year 5</i>
<b>Jualan Tempatan</b> <i>(Local Sales)</i>					
<b>Jualan Eksport</b> <i>(Export Sales)</i>					

**14. Pasaran Eksport (sekiranya ada)**  
*Export Market - if applicable*

<b>Pasaran Eksport Semasa</b> <i>Existing Export Markets</i>		<b>Pasaran Baru/Berpotensi</b> <i>New/ Potential Markets</i>	
<b>Negara</b> <i>Country</i>	<b>Nilai Eksport Tahunan</b> <i>Value of Annual Export</i>	<b>Negara</b> <i>Country</i>	<b>Nilai Eksport Tahunan</b> <i>Value of Annual Export</i>

**15. RINGKASAN PROJEK**  
(Project Summary)

**15.1 Lokasi Projek**  
Project Location

**15.2 Objektif**  
Objective

**15.3 Keterangan dan Latarbelakang Projek.**  
Details and Background of the Project

**15.4 Sila nyatakan faedah yang dijangka diperolehi bagi tempoh tujuh tahun setelah projek yang dipohon terlaksana.**  
Please specify expected benefits derived for 7 years upon project completion.

			<b>Tahun 1</b> Year 1	<b>Tahun 2</b> Year 2	<b>Tahun 3</b> Year 3	<b>Tahun 4</b> Year 4	<b>Tahun 5</b> Year 5	<b>Tahun 6</b> Year 6	<b>Tahun 7</b> Year 7
i)	<b>Anggaran jualan tahunan (RM)</b> <i>Estimated annual sale (RM)</i>	:							
ii)	<b>Anggaran keuntungan tahunan (RM)</b> <i>Estimated annual profit (RM)</i>	:							
iii)	<b>Anggaran peluang pekerjaan baru</b> <i>Estimated employment</i>	:							
	<b>a. Pekerja mahir</b> <i>Skilled worker</i>								
	<b>b. Pekerja separa mahir</b> <i>Semi-skilled worker</i>								
	<b>c. Pekerja tidak mahir</b> <i>Unskilled worker</i>								

## 16. KOS YANG DIPOHON

*Amount Applied*

**Nota: Syarikat HANYA perlu mengisi kos-kos yang terlibat di dalam pelaksanaan projek sahaja.**  
*Company is required to fill in the cost related to project implementation ONLY*

### 16.1 Pecahan Kos Projek

*Breakdown of project cost*

**Jumlah dipohon (RM)**

*Amount Applied (RM)*

**Kos Peralatan (alatan penyediaan sehingga pembungkusan)**

*Cost of equipment (preparation until packaging)*

\_\_\_\_\_

**Alatan terlibat: Nyatakan sama ada peralatan utama/loji adalah baru/terpakai)**

*Equipment Involved State whether the equipment/plant are new/used/efurbished)*

Peralatan 1: \_\_\_\_\_  
*Equipment 1*

\_\_\_\_\_

Peralatan 2: \_\_\_\_\_  
*Equipment 2*

\_\_\_\_\_

Peralatan 3: \_\_\_\_\_  
*Equipment 3*

\_\_\_\_\_

Senarai seterusnya yang berkenaan  
*List of other equipment involved*

**Kos pengubahsuaian premis (berkaitan perolehan dan pengeluaran)**

*Cost of renovation of premise (due to purchase of equipment and production)*

\_\_\_\_\_

**Mekanikal & Elektrikal**

*Mechanical & Electrical*

- Pendawaian (*Wiring*)
- Lain-lain (*Etc*)

\_\_\_\_\_

**Sistem Paip & Utiliti**

*Piping & Utilities*

\_\_\_\_\_

**Kos Perunding (berkenaan dengan pembangunan fizikal sahaja)**

*Consultancy Fee (Physical development)*

\_\_\_\_\_

**Lain-lain (*Others*)**

\_\_\_\_\_

**Jumlah**

*Total*

\_\_\_\_\_

**Cadangan Pelaksanaan**

*Proposed plan*

Tarikh projek dimulakan : \_\_\_\_\_ Tempoh Projek : \_\_\_\_\_ bulan  
*Date start Duration of Project month*

**PENGAKUAN:  
DECLARATION**

**Saya mengaku mengikut pengetahuan saya dan bertanggungjawab atas semua keterangan ini dan maklumat-maklumat yang diberi dalam borang ini adalah benar.**

*I hereby declare that particulars furnished in this form are correct and true*

If the Applicant is successful in its application, the Applicant ("Grantee") agree to the following:

1. the GRANTEE shall use its reasonable efforts and shall devote their time, attention and abilities for the proper performance of their obligations in carrying out the Project.
2. The GRANTEE hereby warrants and declares that they will provide under the Agreement the highest standards of care, skill and diligence in the performance of its obligation.
3. To submit progress report together with the Request for Claim covering each quarter for every quarter commencing from the Date of Commencement of the Agreement in the form as may be determined by MPOB up to the Date of Plant Commissioning on or before the expiry of the next quarter;
4. The submission to MPOB of a report, covering a year for every year during the Agreement Duration commencing from the Date of Plant Commissioning, on or before 31st March in the following year, in the form as may be determined by MPOB containing the following:
  - a. contribution on Gross National Income (GNI) from the Plant;
  - b. number of local employment of both skilled and non skilled employees of the Plant;
  - c. production data;
  - d. sales data;
  - e. such other information and document as may be determined by the Ministry of Plantation Industries and Commodities (MPIC) from time to time.
5. It shall be the responsibility of the Grantee to explain to MPOB of any difference in the information contained in their Proposal including but not limited to internal rate of return, investment and GNI calculation (when it is possible to calculate) and the actual information in the progress report or any other report submitted to MPOB;
6. The Grantee shall ensure and cause the Plant to be Commissioned and Operational in accordance to the Agreement.
7. to ensure that the Plant is Operational on or before by the Proposed Date of Plant Commissioning. "Proposed Date of Plant Commissioning" means the date specified in Item x in Appendix in the Agreement
8. to produce the Product in accordance to Product Specification;
9. to be able to produce the Product in such quantity (or a percentage of such quantity as may be determined by MPOB) in accordance to commercial practice of equivalent or similar in nature or types of the Product  
"Date of Plant Commissioning" means the date when the Plant is Operational as specified in the Notice of Date of Plant Commissioning issued by MPOB. The Plant is Operational if the Plant has been commissioned and able and ready to produce the Product –
  - a. the specification of which is in accordance to the Agreement; and
  - b. in such quantity (or a percentage of such quantity as may be determined by MPOB) in accordance to commercial practice of equivalent or similar in nature or types of the Product or a percentage of such quantity as may be determined by MPOB;

The GRANTEE shall provide evidence to the satisfaction of MPOB that the Plant the Plant is Operational including but not limited to –

- a. A certificate of other documentary evidence by the relevant architect or authority or a body recognised by MPOB or in cases where there is no such body, MPOB may itself determined may be used to show evidence that the Plant is Operational;
- b. A Certificate of Analysis (CoA) for the purpose of proving that the Product conforms to specification
- c. Production data for the Product and for other product equivalent or similar in nature or types to the Product
- d. sample of the Product from the Plant

Notwithstanding anything to the contrary in this Agreement, in the event the GRANTEE produces any product other than the Product in the Plant, it shall be the obligation of the GRANTEE to obtain prior written approval from MPOB to produce such product and MPOB may in its absolute discretion approve the production of such product subject to –

- c. GRANTEE performing its obligations under this Agreement including but not limited to the submission of various reports provided in this Agreement and the product shall be deemed to the Product and the provisions of this Agreement shall apply to the product mutatis mutandis; and
- d. such other terms and conditions as may be determined by MPOB.

Notwithstanding the foregoing and notwithstanding that not all of conditions for Plant Operational have been complied, MPOB may at its absolute discretion accept that the Plant is Operational subject to such terms and conditions as MPOB may determine including imposition of penalty and/or reduction in reimbursement of the Grant.

10. A Notice of Date of Plant Commissioning issued by MPOB shall be conclusive evidence of the Date of Plant Commissioning unless vitiated by fraud, error or negligence.
11. to fully utilize the Grant in the manner provided by the Agreement and not to use the Grant or part thereof for any purpose not provided by the Agreement;
12. to obtain the approval of MPOB in the event of any change to the Product and the production of product other than the Product from the Plant and such approval may be given subject to imposition of such terms and conditions as may be determined by MPOB including that the Agreement is applicable to the such product;
13. to repay any overpayment to MPOB within thirty (30) calendar days of receiving a written request from MPOB to make a repayment;
14. to repay the Grant or part thereof if the purpose or any part of the purpose for the utilization of the Grant no longer holds true;
15. to immediately notify, consult and obtain the approval of MPOB in relation to any deviations from the Proposal;
16. to immediately notify and consult with MPOB in relation to any adverse event or serious adverse event incurred during or as a result of the Project and record and deal with the adverse events in accordance with the Proposal, applicable laws and relevant regulatory body requirements.
17. not to contravene any written laws applicable to the GRANTEE;

18. Obligation of Grantee to submit claim on or before the Final Date of Claim. "Final Date of Claim" means six (6) months after the Date of Plant Commissioning
19. Plant Completion
  - a. For the purpose of this Agreement, the Plant is deemed to be Completed if the Plant is Operational.
20. Completion Of Obligations Of The Grantee
  - a. The obligations of the GRANTEE under this Agreement is deemed to be completed upon fulfilment of all of its obligations under this Agreement and the receipt by MPOB of the final submission of report referred to in Clause (h).
21. Grantee To Maintain Its Effective Local Proportion Of Shares For Agreement Duration
  - a. The GRANTEE shall ensure that the Effective Local Proportion of the GRANTEE'S shares shall remain at least that proportion for the Agreement Duration and shall not alter the Effective Local Proportion without the prior written approval of MPOB.
  - b. MPOB may approve the sale or otherwise disposal of any of the GRANTEE'S shares in contravention of the Effective Local Proportion subject to such terms and conditions as MPOB may determine including the refund of the Grant or part thereof.
  - c. "Effective Local Proportion" in relation to shares means the effective holdings of the GRANTEE'S shares as specified in item 8 of Appendix 1 and in the case of the GRANTEE'S shares in relation to the Effective Local Proportion being held by –
    - i. an individual, the individual shall be a citizen of Malaysia;
    - ii. a company incorporated under the Companies Act 1965 [Act 125], the company shall be owned by –
      1. a one hundred (100) percent Malaysian company or such other proportion or ownership as may be determined by MPOB so as to ensure the Effective Local Proportion is maintained;
      2. citizen of Malaysia;
      3. a combination of paragraph (i) and (ii); or
      4. such other shareholdings as may be determined by MPOB; or
    - iii. other legal entity, such local shareholdings as may be determined by MPOB.
    - iv. As a general rule, Permanent Resident shall not be considered except under special circumstances that the SC deems to be equitable and beneficial for the industry and/or economic interest e.g. if applicant has special technology or expertise.
22. The Plant in relation to which the Grant is reimbursed shall be owned and belong to the GRANTEE.
  - a. The GRANTEE shall in no circumstances sell, assign, pledge, mortgage, charge or allow to be created any lien upon or against any interest of the Plant unless prior written approval from MPOB is obtained.
  - b. MPOB may approve the sale, assignment, pledge, mortgage, charge or creation of any lien upon or against any interest of the Plant in contravention of the Clause .. subject to such terms and conditions as MPOB may determine including the refund of the Grant or part thereof less prevailing depreciation value applicable to the Plant. For the avoidance of doubt, the depreciation value shall be valued by an independent valuer to be appointed by MPOB and the said valuation shall be final and conclusive upon the Parties. The cost of the said valuation shall be borne by the GRANTEE.
23. Audit And Record
  - a. The Grantee shall maintain accounting books, records, documents and other evidence relating to this Agreement showing all costs incurred and revenues earned by the Grantee for the Plant and the overall progress towards completion of the Plant.
  - b. The GRANTEE shall permit and authorise Personnel of MPOB during business hours to visit and inspect the Plant and have access to documentary records including financial, process and construction records for the purpose of –
    - i. audit;
    - ii. verifying the claims made the GRANTEE; and
    - iii. compliance of this Agreement.

Conditions for disbursement of Grant by MPOB to Grantee

1. must be new investment. Plant or expansion of Plant must not be existence on the date of SC meeting unless otherwise decided but the reasons must be recorded by SC. Equipment must be new and not secondhand, refurbished or recycled.
2. complies with the eligible SME
3. approval from Steering Committee ("SC"). (The date of approval from SC is known as "Approval Date")
4. concept of reimbursement of Eligible Expenditures. "Eligible Expenditure" means any payment made by the Grantee in relation to the Project which, subject to the Agreement, is eligible to be reimbursed. Principle of reimbursement by MPOB. Only if the payment by the Grantee is after the Approval Date (the date when approval for the Grant is approved by the SC) and for any payment relating to the Project including preparatory work but excluding Operation. For the avoidance of doubt, any payment made by the Grantee in relation to the Plant which was made before the Approval Date or made in relation to the operation of the Plant or any part thereof shall not be reimbursable from the Grant.
5. the Grantee is eligible to be reimbursed by MPOB in relation to the Grant only for the following Eligible Expenditure:
  - a. any payment relating to the planning and commissioning of the Plant including preparatory work but shall exclude any payment relating to the operation of the Plant or part thereof;
  - b. any payment referred to in paragraph (a) which has been paid by the Grantee ON or AFTER the Approval Date;
  - c. any payment made for the purpose of the Agreement;
  - d. any payment relating to capital expenditures as may be determined by MPOB including civil, structural and mechanical works
  - e. any payment which has been determined by MPOB to be eligible to be reimbursed.
6. The following payment are NOT Eligible Expenditure:
  - a. payment which fall outside the scope of this grant generally includes:
    - i. Opex items
    - ii. Non-capex items
    - iii. Items which cannot be capitalised into investment cost
    - iv. Items which cannot be recorded in the company asset list
  - b. any other payment as may be determined by MPOB not to be reimbursable
7. MPOB, hereby undertake and covenant with the GRANTEE, on and after the Date of Commencement of the Agreement,



- make available to the GRANTEE by reimbursing to the GRANTEE any Eligible Expenditures incurred by the GRANTEE a sum not exceeding the Grant for the implementation of the Project pursuant to the terms and conditions as provided in the Agreement.
8. the grant shall not be used as a collateral for any loan or financial facilities to finance the Project
  9. reimbursement is based on percentage of the total sum claimed by the Grantee as reflected by documentary evidence of payment submitted by the Grantee.
    - a. The GRANTEE shall submit a Request For Claim together with such documentary evidence as may be determined by MPOB being proof of payment for Eligible Expenditures including but not limited to payment vouchers, bank statement and invoices relating to the Plant covering each quarter in a year commencing from the Date of Commencement of this the Agreement and the GRANTEE shall submit such Request for Claim together with the documentary evidence as aforesaid on or before the expiry of the next quarter.
    - b. The GRANTEE is not permitted to claim any reimbursable incurred by the GRANTEE in a quarter of a year outside the period as aforesaid unless approved by MPOB and with reasons acceptable to MPOB.
    - c. Failure to submit any claims for reimbursable covering a quarter of a year within the period as aforesaid with reasons unacceptable to MPOB may lead to GRANTEE forfeiting all such claims for reimbursable covering that quarter.
    - d. Notwithstanding anything to the contrary in these Agreement, MPOB may in its absolute discretion –
      - i. subject to the GRANTEE complying with this Agreement;
      - ii. if MPOB is satisfied with the performance of the GRANTEE in relation to the Project; and
      - iii. such other terms and conditions as may be determined by MPOB, reimburse the GRANTEE from the Grant up to the percentage as may be determined by MPOB of the reimbursable claimed in relation to every Request for Claim received provided always that the cumulative reimbursement shall not exceed the Grant.
    - e. MPOB may, in relation to each Request for Claim by the GRANTEE, retain such percentage of any reimbursable due to the GRANTEE as it deems fit for –
      - i. the purpose of ensuring there is sufficient balance for Retention Money;
      - ii. the purpose of ensuring that the Grant is proportionate to the progress of the Plant; and
      - iii. other purpose as may be determined by MPOB.
    - f. approval of reimbursable by DG of MPOB
  10. Plant and audit visit, before disbursement of Grant. The Grantee shall permit MPOB to visit and inspect the Plant and have access to documentary records including financial, process and construction records, if necessary, for the purpose of verifying the claims made the Grantee.
  11. execution of Grant Agreement with MPOB
  12. complies with Conditions Precedents:
    - a. if planning permission (kebenaran merancang) under the Town And Country Planning Act 1976 (Act 172) is required for the Plant, such planning permission (kebenaran merancang) has been obtained in relation to the Plant
    - b. the Plant is at least 5% physically completed and a certificate of completion by the relevant architect or authority or a body recognised by MPOB or in cases where there is no such body, MPOB may itself determined;
    - c. all finances or fund other than Grant, if any relating to the Project which is required to be obtained by the GRANTEE have been obtained;
    - d. all corporate authorizations which are required to have been obtained by the GRANTEE in connection with the execution and delivery of the Agreement have been obtained and are in full force and effect; and
    - e. Agreement has been executed and delivered by each of the Party to the other Party.
    - f. such other conditions precedents as may be determined by MPOB
  13. to obtain Condition Precedents within one (1) year of Date of Agreement.
    - a. Date of Commencement of Agreement is the date as provided in the Agreement when all the Conditions Precedents have been complied.
    - b. Failure to obtain Commencement of Agreement. If all Agreement Condition Precedents have not occurred within one year, the Agreement shall at the option of MPOB, be terminated and shall have no effect and be null and void from the Date of the Agreement
  14. MPOB does not guarantee any application to be successful even if the applicant complies with all the criteria and conditions of this Grant as the budget for this is limited. The following factors will be taken into consideration:
    - a. new, novel, cost effective or other parameters in relation to the technology in producing the Product
    - b. the applicant has strong financial standing and record
    - c. the applicant has internal funds without recourse to any loans or financing facilities
    - d. the applicant has excellent track record and manufacturing experience in producing food or chemicals. Excellent track record and marketing experience in an added advantage
    - e. first come first serve. the earlier the application the higher the chances; and
    - f. such other factors as may be determined by MPOB
  15. the applicant is deemed to have given its consent, approval or permission for the Government, MPOB or any third parties authorised by the Government or MPOB to collect, share or disclose information relating to the applicant from any person or body for the purpose of evaluating its application
  16. the applicant has obtained the consent, approval or permission of any data subject (for example its directors, employees etc) under its auspices or control in relation to collection, use and disclosure of any personal data of such data subject pursuant to the Personal Data Protection Act 2010
  17. the applicant agrees that MPOB may in assessing the application authorised other third parties to assist it in evaluating the applicants including but not limited to technological and financial evaluation.

Nama Pemohon (Syarikat) : \_\_\_\_\_  
*Name of Applicant (Company)*

Nama pemilik perniagaan dan/atau pengarah syarikat: \_\_\_\_\_  
*Name of owner of business or director*

Jawatan : \_\_\_\_\_  
*Designation*

Tandatangan : \_\_\_\_\_  
*Signature*

Tarikh : \_\_\_\_\_  
*Date*

**Cop Rasmi Syarikat** : \_\_\_\_\_  
*Company Official Stamp*

**Perhatian:**

Pengakuan ini perlu diisi dan ditandatangani oleh pemilik perniagaan dan/atau pengarah syarikat sahaja. MPOB tidak akan menerima permohonan yang diisi dan ditandatangani oleh pihak ketiga syarikat dan/atau mana-mana agen dan atau mana-mana individu lain bagi pihak perniagaan dan/atau syarikat.

MPOB tidak pernah melantik mana-mana syarikat atau individu sebagai Juruperunding atau agen bagi pemprosesan skim-skim geran yang dilaksanakan.

MPOB juga tidak mengenakan sebarang bayaran bagi tujuan pemprosesan geran.

Sekiranya didapati bahawa syarikat menggunakan wang geran yang diluluskan untuk membayar Juruperunding atau mana-mana agen, MPOB berhak memberhentikan pemprosesan atau menarik balik kelulusan yang telah diberikan kepada syarikat.

**Sila kemukakan borang permohonan yang telah diisi dengan lengkap beserta dokumen sokongan ke alamat di bawah:**

*Please submit the completed application form and all supporting documents to the following address:*

Ketua Projek EPP6  
Bahagian Kemajuan Teknologi Oleokima  
Lembaga Minyak Sawit Malaysia (MPOB)  
6, Persiaran Institusi  
Bandar Baru Bangi  
43000 Kajang  
Selangr Darul Ehsan

Tel: 03-8769 4201/4203/4202 Faks: 03-8925 6197  
Emel: [zainab@mpob.gov.my](mailto:zainab@mpob.gov.my), [yeong@mpob.gov.my](mailto:yeong@mpob.gov.my)

**SENARAI SEMAK PERMOHONAN  
APPLICATION CHECKLIST**

**Sila pastikan salinan dokumen-dokumen yang disahkan di bawah dilampirkan bersama borang permohonan dan butiran projek bagi memastikan permohonan dapat diproses dengan sewajarnya**

*Please ensure relevant copy of certified documents are attached to the application form and project details to ensure that the application could be processed accordingly.*

**A. Dokumen berkaitan syarikat pemohon**

*Documents related to applicants*

- |   |                          |
|---|--------------------------|
| a) <b>Memoranda dan Akta Penubuhan (M&amp;A)</b><br><i>Memorandum and Articles of Association (M&amp;A)</i>                               | <input type="checkbox"/> |
| b) <b>Borang 9, 24, 49 dan Borang Annual Return terkini</b><br><i>Form 9, 24, 49 and latest Form of Annual Return of Company</i>          | <input type="checkbox"/> |
| c) <b>Penyata Kewangan bagi 5 tahun yang terkini dan telah diaudit</b><br><i>Latest 5 years Audited Account</i>                           | <input type="checkbox"/> |
| d) <b>Lesen Perniagaan/Lesen Iklan daripada Pihak Berkuasa Tempatan</b><br><i>Business License/signboard License from Local Authority</i> | <input type="checkbox"/> |
| e) <b>Memoranda dan Akta Penubuhan (M&amp;A)</b><br><i>Memorandum and Articles of Association (M&amp;A)</i>                               | <input type="checkbox"/> |
| f) <b>Peta lokasi syarikat/premis</b><br><i>Location Map</i>  | <input type="checkbox"/> |

**Jika berdaftar dengan badan profesional**

*(If register with professional body)*

- |  |                          |
|--|--------------------------|
| a) <b>Sijil Pendaftaran dengan badan profesional</b><br><i>Certificate of Business Registration</i>  | <input type="checkbox"/> |
| b) <b>Laporan terkini Akaun Pengurusan atau Penyata Bank untuk tiga(3) bulan terkini</b><br><i>Latest Management Account/ latest 3 months bank statement</i> | <input type="checkbox"/> |
| c) <b>Lesen Perniagaan/Lesen Iklan daripada Pihak Berkuasa Tempatan</b><br><i>Business License/signboard License from Local Authority</i>                    | <input type="checkbox"/> |
| d) <b>Penyata Caruman KWSP yang terkini</b><br><i>Latest EPF Statement</i>   | <input type="checkbox"/> |
| e) <b>Peta lokasi syarikat/premis</b><br><i>Location Map</i>   | <input type="checkbox"/> |