



BINA KERJAYA PROGRAMME 2.0

Trainees

1 What is the Bina Kerjaya Programme 2.0?

- The Bina Kerjaya Programme 2.0 for the Informal Sector is a continuation of a previous initiative, funded by the Federal Government under Budget 2024. It aims to ensure informal workers can access career development programmes and micro-credential training programmes.
- The Programme will improve labour market efficiency by equipping informal workers with the skills they require to secure formal employment. To obtain these skills, informal workers may enrol in micro-credential training programmes or professional and competency certifications accredited by, among others, MQA, JPK, public and private institutes of higher learning, and professional bodies such as ACCA, BOE, and MIA.
- This Programme targets gig workers and Self-Employment Insured Persons whose highest qualification is a Diploma or its equivalent.
- For eligible applicants, PERKESO will cover up to RM4,000 of training fees (subject to the programme category) and pay them a training allowance of RM30 per day for a maximum of 20 days.

2 What is informal employment?

- Informal employment refers to all paid work that is not classified under formal employment. It includes, among others, gig workers, self-employed individuals, rural farmers and fishermen, and small roadside vendors.

3 What does 'micro-credentials' mean?

- Micro-credentials are certifications awarded to individuals who have acquired or increased their mastery of a particular skill, competency, or field of knowledge during a short in-person or virtual course that ends in an objective assessment of learning outcomes.
- Training courses that can be offered to PERKESO for the microcredential certification level are open whether accredited by MQA or stand-alone
- PERKESO recognises both standalone micro-credential training programmes as well as those accredited by MQA.
- These accredited micro-credential and professional training programmes give employed individuals the opportunity to quickly master specific skills required by their employers. Attending such programmes also helps them close any skills gaps that result from rapid advances in scientific knowledge and technology.



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4 How will the Bina Kerjaya Programme 2.0 benefit informal workers?

- The Programme will benefit informal workers by:
 - i. Giving informal workers an opportunity to enrol in career development programmes and micro-credential training programmes.
 - ii. Giving informal workers an opportunity to acquire new skills or increase their mastery of acquired skills via attending micro-credential and professional training programmes.
 - iii. Facilitating informal workers' career transition to the formal sector.
 - iv. The Programme selects the most suitable training programme for each beneficiary to ensure they can successfully transition from the informal sector to the formal sector, based on the 'train and place' and 'place and train' concepts.

5 What incentives does the Bina Kerjaya Programme 2.0 offer?

INCENTIVE	BINA KERJAYA PROGRAMME 2.0 FOR THE INFORMAL SECTOR			
Target Group	Gig workers and Self-Employment Insured Persons whose highest qualification is a Diploma or its equivalent.			
Age Limit	16 – 50 years old			
TRAINING PROGRAMMES ELIGIBLE FOR COVERAGE				
Micro-credential training programmes or professional and competency certifications accredited by, among others, MQA, JPK, public and private institutes of higher learning, and professional bodies such as ACCA, BOE, and MIA.				
Maximum Subsidy Amount	Programme Category Competency	Maximum Subsidy Amount RM2,500	Programme Category Professional and Micro-Credential	Maximum Subsidy Amount RM4,000
Programme Duration	Minimum of 40 hours.			
No. Of Programmes Subsidised	Each successful applicant may attend one (1) sponsored programme, with the maximum subsidy amount being RM4,000 depending on the programme category.			



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6 When do applications for the Bina Kerjaya Programme 2.0 open?

- The Programme is open to applications from **22 January 2024 to 31 December 2024**. Please note the closing date is subject to fund availability and policy decisions from the Federal Government.

7 Who is **ELIGIBLE** to receive training subsidies under the Bina Kerjaya Programme 2.0 for the Informal Sector?

- Malaysian citizens.
- Aged 16 - 50 as of the time of application.
- Highest qualification is a Diploma or its equivalent.
- Have paid contributions under the Self-Employment Social Security Act 2017 (Act 789); or can provide proof they are informally employed on a gig platform.
- Have **not paid PERKESO contributions** under the Employees' Social Security Act 1969 (Act 4) or the Employment Insurance System Act 2017 (Act 800) within a period of 6 months, calculated backwards from the application date.
- **Applicants currently working for an employer must NOT** have paid PERKESO contributions under the Employees' Social Security Act 1969 (Act 4) or the Employment Insurance System Act 2017 (Act 800) within a period of 6 months, calculated backwards from the date they began working for this employer. The applicant must have begun working for this employer from 1 January 2024 onwards.
- Applicants shall be a person who is able and available to work, and actively seeking for work
- Applicants who are interested in transition from informal sector to formal sector is encouraged to perform a profiling session for identify the level of motivation as well as the selection of appropriate courses.
- The most suitable training programme will be selected for each beneficiary to ensure they can successfully transition from the informal sector to the formal sector, based on the 'train and place' and 'place and train' concepts.

8 Who is **NOT ELIGIBLE** to receive training subsidies under the Bina Kerjaya Programme 2.0 for the Informal Sector?

- Non-Malaysian citizens.
- Aged below 16 or reach the age of 51 and above as of the time of application.
- Hold a Bachelor's degree (or its equivalent) or a higher qualification.



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- Have paid PERKESO contributions under the Employees' Social Security Act 1969 (Act 4) or the Employment Insurance System Act 2017 (Act 800) within a period of 6 months, calculated backwards from the application date.
- **Currently working for an employer** and paid PERKESO contributions under the Employees' Social Security Act 1969 (Act 4) or the Employment Insurance System Act 2017 (Act 800) within a period of 6 months, calculated backwards from the date they began working for this employer. Began working for this employer **before** 1 January 2024.
- Applicants who are currently studying or who will pursue further studies in the near future.
- Applicants who are NOT categorized as a person who is able and available to work, and actively seeking for work.
- Applicants who are not interested in transitioning from the informal sector to the formal sector.
- All public sector employees in state and federal agencies, including employees of statutory bodies and local authorities
- Applicants who attended subsidised training programmes under the Bina Kerjaya and Daya Kerjaya TVET Programmes under Budget 2023.
- Applicants working for a training provider are not allowed to enrol in training programmes conducted by that training provider or any other affiliated company, including the training provider's parent company / sister companies / subsidiaries.

9 How should informal workers apply for the Bina Kerjaya Programme 2.0 for the Informal Sector?

- Informal workers may apply for this Programme on the Kerjaya MADANI – Bina Kerjaya Portal via this link: <https://kerjayamadani.perkeso.gov.my>. Please follow the instructions in Diagram 1.

10 Which supporting documents should informal workers submit along with their Bina Kerjaya Programme 2.0 for the Informal Sector application?

- The required supporting documents are as follows:
 - i. A copy of the applicant's IC (front and back);
 - ii. A copy of the applicant's personal bank account statement;
 - iii. Proof of informal employment on a digital platform; OR



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- iv. A copy of an employment certificate / license from the relevant local authority (or a similar agency);
- v. A completed Borang Perakuan Bekerja Sendiri;
- vi. Documents proving the applicant reported for work at a certain employer on a certain date (provided the applicant began working for the employer prior to the application date).

11 What are successful applicants' responsibilities?

- Successful applicants must attend the training course as specified in the Approval Letter within 60 days after the issuance date. Alternatively, they may contact the training provider directly to request a different training date.
- Trainees must inform the training provider in advance if they are not able to attend any training session for a valid reason.
- **Trainees are not allowed to transfer to a different training programme once their training programme starts.**
- **Trainees are responsible for completing their chosen training programme. PERKESO will not be responsible for any costs incurred by the trainee in the event they do not complete their chosen training programme.**
- The trainee's daily Training Allowance may not be paid if s/he does not attend a session and fails to provide a valid reason.
- Applicants must provide their personal phone number and the phone number of a trusted contact person when applying. PERKESO reserves the right to reject applications if the numbers provided cannot be contacted.
- Trainees and training providers must retain copies of all supporting documents submitted with this application for at least 3 years for PERKESO's future reference.

12 Can applicants attend training programmes without an Approval Letter?

- **No.** Applicants must obtain an Approval Letter before attending any training programme.



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- 13 If trainees fail an assessment set by the training provider, will PERKESO cover assessment costs for the second attempt?**
- **No.** For courses that require trainees to pass certain assessments, PERKESO will not cover the cost of a resit if the trainee fails the first attempt.
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- 14 Can training providers engage the services of a third party to conduct a programme?**
- **No.** Training providers cannot engage the services of a third party to conduct a course. Training providers are forbidden from redirecting trainees to a course conducted by a third party even if the course content is exactly the same.
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- 15 How many training programmes may an eligible applicant attend under this Programme?**
- Each successful applicant may attend one (1) sponsored programme, with the maximum subsidy amount being RM4,000 depending on the programme category.
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- 16 How do trainees apply for the daily Training Allowance?**
- PERKESO will process the Training Allowance upon the end of each day of training. Trainees do not need to apply separately.
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- 17 How are Training Allowance payments made?**
- Trainees are entitled to a Training Allowance of RM30 per day for a maximum of 20 days.
 - The Training Allowance will be credited directly into trainees' bank accounts within 14 days after PERKESO receives the necessary supporting documents.
 - Trainees must attend all training sessions scheduled for the month to be eligible to receive that month's Training Allowance.
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- 18 Will trainees still receive their Training Allowance under this Programme if they do not attend a training session?**
- **No.** The Training Allowance **WILL NOT BE PAID** to trainees who do not attend training and fail to provide a valid reason.



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19 How can applicants check their application status?

- Applicants may check their application status on the Kerjaya Madani – Bina Kerjaya Portal via this link: <https://kerjayamadani.perkeso.gov.my>.

20 When is the last Training Allowance payment date?

- Trainees should receive their final Training Allowance payment by **30 April 2025**. However, please note this date is subject to fund availability and policy decisions from the Federal Government.

21 What action can PERKESO take if it discovers an application contains information that is false or misleading?

PERKESO reserves the right to:

- **Reject all applications** if the applicant or training provider is found to have provided false or misleading information at any point in time; or if the applicant or the training provider does not fulfil any of the eligibility conditions stated above.
- **Delay payment or stop payment** if payments were made on the basis of false or misleading information; or if the applicant or the training provider does not fulfil any of the eligibility conditions stated above.
- **Take legal action via making a report to a law enforcement agency to recoup payments** already made to the trainee and the training provider if payments were made on the basis of false or misleading information provided by any party; or if the applicant or the training provider is found to not fulfil eligibility conditions after receiving payment.
- **Suspend or delay processing new applications** from trainees currently being investigated for providing false or misleading information.

22 How do I obtain more information about this Programme?

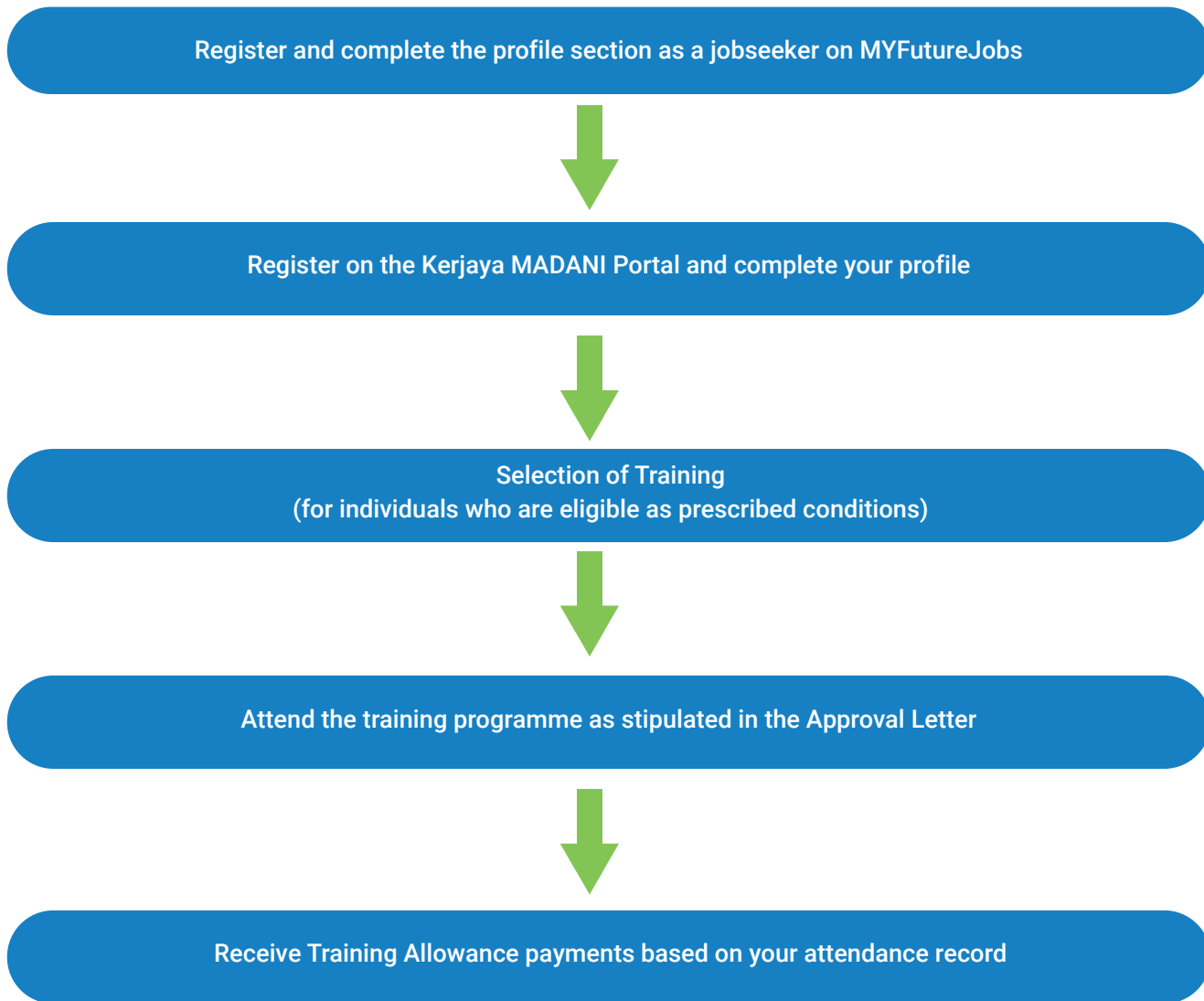
- Please visit www.perkeso.gov.my or www.myfuturejobs.gov.my for more information.
- Please contact a PERKESO Customer Service Officer at **1-300-22-8000** or submit a complaint at <https://epertanyaan.perkeso.gov.my>.

PERTUBUHAN KESELAMATAN SOSIAL (PERKESO)
 UPDATED ON 17 JANUARY 2024



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DIAGRAM 1 – APPLICATION PROCEDURE



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