**APPLICATION FOR**

**INCENTIVE AND/OR EXPATRIATE POST(S)**

**FOR GREEN TECHNOLOGY**

**/ Society**

|  |  |  |
| --- | --- | --- |
| **TYPE OF APPLICATION** (PLEASE TICK (✓) WHERE RELEVANT) | | |
| **Type of Application**  Please tick (✓) where relevant | **Project** □ | **Services** □ |
| * **Investment Tax Allowance** □ * **Expatriate Post(s)** □ | * **Income Tax Exemption** □ * **Expatriate Post(s)** □ |
| **Purpose:** | |
| * **Business** □ | * **Own consumption / use** □ |

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| **SECTION A: PARTICULARS OF APPLICANT / COMPANY** | | | | | | | |
| **Name of applicant/company:** |  | | | | | | |
| **Correspondence address:** |  | | | | | | |
| **Telephone No:** |  | | **Fax No:** | |  | | |
| **Contact Person** |  | | **Designation:** | |  | | |
| **E-mail:** |  | | | | | | |
| **Name of company which will undertake the project:** |  | | | | | | |
| **Date of Incorporation:** |  | **Company Registration No:** | | | |  | |
| **Income Tax Reference No:** |  | **Income Tax Branch Office:** | | | |  | |
| **Address of Registered Office:** |  | | | | | | |
| **Incentives/grants by MIDA/other government agencies: (if any)** |  | | | **Current business activities: (if any)** | | |  |

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| **Particulars of Board of Directors** | | |
| **Name and residential address** | **Nationality** | **% shares held**  **in the company** |
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| **SECTION B: INFORMATION ON PROPOSED ACTIVITY**  (PLEASE TICK ( / ) WHERE RELEVANT) | | | | |
| **Industry\*** | **( ∕ )** |  | **Project** | **Services** |
| **Energy** |  | **Renewable Energy** | **Appendix B1** | **Appendix B5** |
|  | **Energy Efficiency** | **Appendix B2** |
| **Transportation (Electric Vehicle)** |  | **Not Applicable** | |
| **Green Building /**  **Data Centre** |  | **Appendix B3** | |
| **Waste Management** |  | **Appendix B4** | | **Not applicable** |
| \* Please refer to relevant Appendix for selected industry | | | | |

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| **SECTION C : PROJECT COST & FINANCING** | | | | |
| **I. Cost of Project** | | | | |
| **Item** | **Value (RM)** | | | **Annual Lease (RM)**  ***(if applicable)*** |
| **Existing** | **\*New / Additional** | **Total** |
| i) Land |  |  |  |  |
| ii) Factory / Building |  |  |  |  |
| iii) Plant/machinery |  |  |  |  |
| iv) Other equipment |  |  |  |
| *(a) Sub-Total* |  |  |  |
| *(b) Pre-operational*  *expenditure* |  |  |  |
| *(c) Working capital* |  |  |  |
| ***Total project cost***  ***(a) + (b) + (c)*** |  |  |  |

\* Please provide information related to green project /services only

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| **II. Financing** | | | | | | | | | | |
| **Capital Structure** | **(RM)** | | | | | | | | | |
| **Existing** | | **\*New / Additional** | | **Total** | | | | **%** | |
| **1. Authorised Capital** |  | |  | |  | | | |  | |
| **2. Shareholders’ Fund** |  | | | | | | | | | |
| (a) Paid Up Capital |  | | | | | | | | | |
| (i) Malaysian Individuals |  | | | | | | | | | |
| * Bumiputera |  | |  | |  | | |  | | |
| * Non-Bumiputera |  | |  | |  | | |  | | |
| (ii) Company Incorporated in Malaysia\* | | | | | | | | | | |
|  |  | |  | |  | | |  | | |
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|  |  | |  | |  | | |  | | |
| (iii) Foreign Nationals / Companies (specify Name and Nationality / Country of Origin) | | | | | | | | | | |
|  |  | |  | |  | | |  | | |
|  |  | |  | |  | | |  | | |
| **Total ( i + ii + iii)** |  | |  | |  | | | **100%** | | |
| (b) Reserves (excluding capital  appreciation) |  | |  | |  | | | |  | |
| **Total of (a) and (b)** |  | |  | |  | | | |  | |
| \*For 2(a)(ii), please provide equity structure as follows | | | | | | | | | | |
| Name | | RM | | Bumiputera (%) | | Non -Bumiputera (%) | | | | Foreign (specify country) (%) |
| i) | |  | |  | |  | | | |  |
| ii) | |  | |  | |  | | | |  |
| **3. Loan** | **(RM)** | | | | | | | | | |
| **Existing** | | | **\*New / Additional** | | | **Total** | | | |
| 1. Domestic |  | | |  | | |  | | | |
| 1. Foreign   (specify country of origin) |  | | |  | | |  | | | |
| **Total of (a) and (b)** |  | | |  | | |  | | | |
| **4. Other Sources (please**  **specify)** | **(RM)** | | | | | | | | | |
| **Existing** | | | **\*New / Additional** | | | **Total** | | | |
| a) |  | | |  | | |  | | | |
| b) |  | | |  | | |  | | | |
| **Total of (a) and (b)** |  | | |  | | |  | | | |
| **5. Total Financing:**  **(2 + 3 + 4)** |  | | |  | | |  | | | |

\* Please provide information related to green project /services only

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| **6.** | State the name of any other company in Malaysia which has the same/similar products/activities in which the applicant company or any shareholder of the applicant company has equity participation. | |
|  | **Company registration no.** | **Name of company** |
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| **SECTION D: MANPOWER** | | | | | | | | |
| *Employment category* | *Full-time Employment* | | | | | | *Total* | |
| *Malaysian* | | | *Foreign* | | | M’sian | *Foreign* |
| *Degree* | *Dip/*  *Cert* | *Others* | *Degree* | *Dip/*  *Cert* | *Others* |
| 1. Managerial staff with: |  |  |  |  |  |  |  |  |
| 1. Technical qualification |  |  |  |  |  |  |  |  |
| 1. Other qualification/   expriences |  |  |  |  |  |  |  |  |
| 2. Technical & Supervisory  staff with: |  |  |  |  |  |  |  |  |
| 1. Technical   qualification |  |  |  |  |  |  |  |  |
| 1. Other qualifications/   experiences |  |  |  |  |  |  |  |  |
| 3. Sales,clerical & Other  workers: |  |  |  |  |  |  |  |  |
| 4. Other Staff |  |  |  |  |  |  |  |  |
| 1. Skilled |  |  |  |  |  |  |  |  |
| 1. Unskilled |  |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |  |

Note: 1. If more than one project location, please provide same manpower requirement for each project.

2. Please provide manpower information related to green project /services only.

1. Percentage of science and technical staff having degrees or diplomas with a minimum of 5 years’ experience (of the total workforce)

2. Number of staff with Post Graduate (ie. Masters/PhD etc) qualifications

3. In addition to full-time employees in the above tables, provide number of workers which are

outsourced (not under company’s payroll)

3. If the company plans to **outsource** its production/ activities :

1. what is the estimated percentage from the total production/activities ……… %
2. the percentage of outsourced staff from company’s total employees ……… %

4. Number of competent personnel in green technology

- Competent personnel is defined as holding a certificate of competency as a service provider in the related field of green technology

3. If the company plans to **outsource** its production/ activities :

1. what is the estimated percentage from the total production/activities ……… %
2. the percentage of outsourced staff from company’s total employees ……… %

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| **SECTION E: EMPLOYMENT BY INCOME** | | | | | | | | |
| *Employment category* | *Number of Persons Employed by Average Monthly Salary\* (RM*) | | | | | | | |
| <3,000 | | 3,000-<5,000 | | 5,000-<10,000 | | 10,000 and above | |
| M’sianMalaysian | *Foreign*  *National* | M’sianMalaysian | *Foreign*  *National* | M’sian | *Foreign*  *National* | M’sian | *Foreign*  *National* |
| 1. Managerial and  Professional |  |  |  |  |  |  |  |  |
| 2. Technical & Supervisory  Staff with: |  |  |  |  |  |  |  |  |
| 1. Technical   qualification |  |  |  |  |  |  |  |  |
| 1. Other qualifications/   experiences |  |  |  |  |  |  |  |  |
| 3. Sales, clerical & Other  workers |  |  |  |  |  |  |  |  |
| 4. Other Staff |  |  |  |  |  |  |  |  |
| 1. Skilled |  |  |  |  |  |  |  |  |
| 1. Unskilled |  |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |  |

Note: 1. Include wages, salaries, bonuses, social insurance contribution and all employee benefits.

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

3. Please provide manpower information related to green project /services only

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| **SECTION F: LIST OF MACHINERY** | | | | | |
| **(I) MAJOR MACHINERY AND EQUIPMENT** | | | | | |
| **Description** | **Unit** | **New or Used** | **Function** | **Country Of Origin** | **Cost (RM)** |
|  |  |  |  |  |  |
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Note : If the space provided is insufficient, please provide the information on a separate sheet of paper

|  |  |
| --- | --- |
| 1. **PRODUCT PRICING** | |
| **ITEM** | **% of ex-factory price of each type of product** |
| 1. Cost of raw material |  |
| 1. Cost of labour |  |
| 1. Depreciation |  |
| 1. Interest payments, indirect taxes, quit rent & etc |  |
| 1. Administrative and marketing costs |  |
| 1. Cost of technology (includes royalty, management services and other related costs) |  |
| 7. Estimated profit |  |
| TOTAL | 100% |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **ESTIMATED LABOUR COST** | | | |
| **Year in Operation** | **Year 1** | **Year 2** | **Year 3** |
| **Salaries and Wages (RM)** |  |  |  |

Note: Please provide information related to green project /services only.

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **ESTIMATED EARNINGS** | | | |
| **Year in Operation** | **Year 1** | **Year 2** | **Year 3** |
| * + - * 1. Estimated earnings before interest, tax, depreciation & amortisation (EBITDA) (RM) |  |  |  |
| * + - * 1. Estimated Net Income After IncomeTax (RM) |  |  |  |
| * Held in Malaysia as reserves (%) |  |  |  |
| * Remitted out of Malaysia (%) |  |  |  |
| * Reinvested in Malaysia (%) |  |  |  |

Note: Please provide information related to green project /services only.

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| **SECTION G:DETAILS OF EXPATRIATE POSTS** |
| Complete section G if applicant applying for expatriate post(s). **Exclude** expatriate post(s) applied directly with Immigration Department or any other department. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **New/Additional Post(s) Applied:** | | | | |
| **Designation** | **Type of Post**  **(key/term post)** | **Number**  **of Post(s)** | **Duration**  **(years)** | **Proposed Minimum**  **Salary (RM)** |
|  |  |  |  |  |
|  |  |  |  |  |
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| --- | --- |
| **Provide the following details for each expatriate post(s) applied for:** | |
|  | 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 |

1. **Existing/approved post(s) (if any)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Designation** | **Name and nationality** | **Duration**  **approved** | **Date post filled** | **Expiry date** | **Basic salary paid (RM)** |
|  |  |  |  |  |  |
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Note: Please include the expatriate post(s) that have been approved by the Immigration Department or any other department

**C. Attach company’s organisational chart/structure indicating position(s) of existing/approved expatriate post(s).**

|  |
| --- |
| **DECLARATION** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| I, | …………………………………………………………………………………….., the Managing Director of | | | |
| …………………………………………………………………………………………………………………… | | | | |
|  | | | | |
| (i) hereby declare that to the best of my knowledge, the particulars furnished in this application are true. | | | | |
| (ii) \*have engaged/planning to engage the services of the following consultant for my application: | | | | |
|  | | | | |
| Company Name | |  | | |
| Address | |  | | |
|  | | |
| Telephone No. | |  | Fax No. |  |
| Contact Person  & Designation | |  | | |
| E-mail | |  | | |
| I take full responsibilty for all information submitted by the consultant(s) | | | | |

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| --- | --- | --- |
|  |  |  |
| Date |  | (Signature) |
|  | |  |
|  | |  |
|  | | (Company’s Stamp or Seal) |
| \*\*Complete this section if company has engaged/is planning to engage the services of consultant(s) to act on  behalf of the company. | | |

**ATTACHMENT B1**

**Renewable Energy**

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| **SECTION B : PARTICULARS OF PROPOSED PROJECT** | | | | | | | |
| **(B1) Type of Project** | **Name of Project** | | | **Location of Project** | | | |
| **New** |  | | |  | | | |
| **Expansion /**  **Diversification** |  | | |  | | | |
| **(B2) Sources for Renewable Energy** | | | | | | | |
| Type of sources used to generate renewable energy   * Palm oil mill / estate waste * Rice mill waste * Sugar cane mill waste * Timber / sawmill waste * Paper waste * Municipal solid waste * Biogas * Landfill * Palm oil mill effluent (POME) * Animal waste * Others\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Mini Hydro (not exceeding 30 megawatts) * Solar power * Others \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Type(s) of output to be generated   1. Energy  * Electricity * Steam * Chilled water * Heat  1. Other product (please specify)   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Quantity of renewable energy resources to be used (monthly): | | | | | | | |
| Recipient / beneficiary of energy generated | | | | | | | |
| Date of energy generation: | | | | | | | |
| **(B3) Energy Generation Details** | | | | | | | |
| **Energy** | | **Generation capacity** | **In-house use** | | | **Available for sale** | |
| **Quantity** | **%** |
|
| Electricity (kW MD) | |  |  | | |  |  |
| Steam (Tonne/hour) | |  |  | | |  |  |
| Chilled Water (RT/hour) | |  |  | | |  |  |
| Heat (GJ) | |  |  | | |  |  |
| Boiler efficiency and type (if applicable) : | | | | | | | |
| Size of inter connection facility (kW) : | | | | | | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **(B4) Production Schedule** | | | | | | | |
| **Energy / Products** | **Year 1** | | | **Year 2** | | **Year 3** | |
| **Quantity** | **Value**  **(RM)** | | **Quantity** | **Value**  **(RM)** | **Quantity** | **Value**  **(RM)** |
| **Electricity (kW)/(kWh)** |  |  | |  |  |  |  |
|  |  | |  |  |  |  |
| **Chilled water (RTh)** |  |  | |  |  |  |  |
|  |  | |  |  |  |  |
| **Steam (Tonne)** |  |  | |  |  |  |  |
|  |  | |  |  |  |  |
| **Heat (GJ)** |  |  | |  |  |  |  |
|  | |  |
| **Others (Please specify) (unit)** |  | |  |  |  |  |  |

**ATTACHMENT B2**

**Energy Efficiency**

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| **SECTION B : PARTICULARS OF PROPOSED PROJECT** | | | | | | | | | | | | | |
| **(B1) Type of Project** | **Name of Project** | | | | | | **Location of Project** | | | | | | |
| **New** |  | | | | | |  | | | | | | |
| **Expansion / Diversification** |  | | | | | |  | | | | | | |
| **(B2) Please elaborate on EE projects to be undertaken**  ……………………………………………………………………………………..  ……………………………………………………………………………………..  …………………………………………………………………………………….. | | | | | | | | | | | | | |
| **(B3) Energy Efficiency Details** | | | | | | | | | | | | | |
| **Sector** | | **Energy** | | | | | | | | | | | |
| **Energy Type** | **Current Consumption** | | | **Estimated Savings** | | | | **% Savings** | | | |
|  | **RM** | **Unit** | | **RM** | | | **Unit** | **RM** | | **Unit** | |
| **Industrial** | |  |  |  |  | | | |  | |  |  | |
| **Commercial** | |  |  |  |  | | |  | | |  | |  |
| **Date of Commencement:** | |  | | | | | | | | | | | |

**ATTACHMENT B3**

**Green Building / Data Centre**

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| **SECTION B: PARTICULARS OF PROPOSED PROJECT** | | | | | | | | |
| **(B1) Type of Project** | **Name of Project** | | | **Location of Project** | | | | |
| **New** |  | | |  | | | | |
| **Expansion /**  **Diversification** |  | | |  | | | | |
| **(B2) : Green Building Index (GBI)** | | | | | | | | |
| 1. GBI Rating | Platinum □ Gold □ Silver □ Certified □ | | | | | | | |
| 2. Type of Building | Commercial □ Industrial □ | | | | | | | |
| 3. Certification Body  issuing the Green  certificate |  | | | | | | | |
| **(B3) : Energy Efficiency Building Details** | | | | | | | | |
|  | Energy | | | | | | | |
| Type of Building | Energy Type | Current Consumption | | | Estimated Savings | | % Savings | |
|  | RM | Unit | | RM | Unit | RM | Unit |
| Commercial |  |  |  | |  |  |  |  |
| Industrial |  |  |  | |  |  |  |  |
| **(B4) : Indoor Environment Quality (EQ)** | | | | | | | | |
| Please specify the equipment / system / green elements | | | | | | | | |
| **(B5) : Sustainable Site Planning & Management (SM)** | | | | | | | | |
| Please specify the equipment / system / green elements | | | | | | | | |
| **(B6) : Materials & Resources (MR)** | | | | | | | | |
| Please specify the equipment / system / green elements | | | | | | | | |
| **(B7) : Water Efficiency (WE)** | | | | | | | | |
| Please specify the equipment / system / green elements | | | | | | | | |
| **(B8) : Innovation** | | | | | | | | |
| Please specify the equipment / system / green elements | | | | | | | | |

**Waste**

**ATTACHMENT B4**

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| **SECTION B : PARTICULARS OF PROPOSED PROJECT** | | |
| **(B1) Type of Project** | **Name of Project** | **Location of Project** |
| **New** |  |  |
| **Expansion / Diversification** |  |  |
| **(B2) Information of Waste Management Activities** | | |
| **a) Type of activities involved:** | | **Remarks (if any):** |
| * Collection * Transportation * Storage * Sorting * Recovery * Recycling * Treatment * Disposal * Others \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  |
| **b) Waste source(s):** | | |
| **i) Local Import Local & Import** | | |
| **ii) Solid waste - iii) Scheduled Waste -**  **Solid Waste Management and Public Cleansing Act, 2007 Environmental Quality Act, 1974**     * Municipal solid waste Code **SW** : \_\_\_\_\_\_ * Industrial waste   Please refer to Environmental Quality (Schedule Waste Regulations) 2005, for types of scheduled wastes listed in the First Schedule.   * Commercial waste * Institutional waste * Construction & Demolition waste (C&D) * Others, please specify :   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **iv) Other category of waste, (if any)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

**c) Type of waste to be processed:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of Waste** | **Name of supplier** | **Quantity per month (tonnes)** | **% treated /recovered**  **/recycling rate (reduction**  **of landfill)** | **Remarks**  **(Details on the waste/products,**  **if any)** |
| Construction & Demolition | | | |  |
| Copper Slag | | | |  |
| Used Slag | | | |  |
| Food | | | |  |
| Tyre / Rubber | | | |  |
| Wood | | | |  |
| Horticultural | | | |  |
| Paper | | | |  |
| Plastic | | | |  |
| Metal | | | |  |
| Glass | | | |  |
| Textiles | | | |  |
| E-waste | | | |  |
| Refrigerant | | | |  |
| Luminaire/ Lighting Waste | | | |  |
| Others (please specify) | | | |  |

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| **(B3) Production Schedule** | | | | | | |
| **Product(s)** | **Year 1** | | **Year 2** | | **Year 3** | |
| **Quantity**  **(unit)** | **Value**  **(RM)** | **Quantity**  **(unit)** | **Value**  **(RM)** | **Quantity**  **(unit)** | **Value**  **(RM)** |
|  |  |  |  |  |  |  |
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| **(B4) Potential customer(s)** | |
| **Company Name** | **Industry** |
|  |  |
|  |  |

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| --- | --- | --- |
| **(B5**)  **Sources of Technical Know-How** | | |
| Name and address of technical  know-how provider | Years of experience | Relationship with applicant company (e.g: machinery supplier, parent company/associate company) |
|  |  |  |
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**ATTACHMENT B5**

**Green Services Activity**

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| **SECTION B : PARTICULARS OF PROPOSED SERVICES ACTIVITY** | | | |
| **(B1) Type of Services**  **Activity** | **Name of Services Activity** | | **Location of Services Activity** |
| **New** |  | |  |
| **Expansion /**  **Diversification** |  | |  |
| **(B2) Type of Green Services Activity** | | | **Remarks (if any):** |
| * Audit * Engineering * Procurement * Consultancy / Advisory * System Design * Feasibility Study * Testing * Commissioning * Installation * Maintenance, Repair & Overhaul (MRO) * Funding * Certification / Verification * Others \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  |
| **(B3) Estimated Green Services Income** | | | |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Please provide estimated income to be derived from Green Services during the first 5 years of operation. | | | | | | | Year | Income derived from Green Services activities  (RM) | % | Other sources of income\*  (RM) | % | Total income  (RM) | | 20\_\_ |  |  |  |  |  | | 20\_\_ |  |  |  |  |  | | 20\_\_ |  |  |  |  |  | | 20\_\_ |  |  |  |  |  | | 20\_\_ |  |  |  |  |  |  |  |  |  | | --- | --- | --- | | \* | Please specify the activities: |  | |  |  | | | | | |
| **(B4) Information on Company’s Green Policy** | | | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Note :**  **A Green Policy is a statement about the commitment to sustainability and environment management by the company. It must be signed by a senior executive to demonstrate that it is a Company Policy.** | | | |
| **(B5) Details of Competent Personnel in Green Technology** | | | |
| |  |  | | --- | --- | | Designation | Responsibility | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  |   Note : - Competent personnel is defined as holding a certificate of competency as a service provider in the  related field of green technology  - Please provide the list of relevant certifications | | | |
| **(B6) List of Potential Customer(s)** | | | |
| **Company Name** | | **Industry** | |
|  | |  | |
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