



MTC FINANCIAL INCENTIVE FOR CONSULTANCY SERVICE: FACTORY ASSESSMENT FOR AIR POLLUTION CONTROL 2020



GUIDELINES

The objective of the programme is to encourage widespread adoption of proper air pollution control system in the timber industry to comply with Clean Air Regulations (CAR) 2014 by facilitating Small and Medium Enterprises (SMEs) that are uncertain of their compliance with CAR 2014 to seek consultancy services from qualified engineering consulting firms in the field of industrial Air Pollution Control (APC).

A) Incentive

- The programme will incentivise SMEs who engage a **qualified APC consultant** to carry out assessments on existing dust extracting/APC equipment at their premises and to propose feasible APC solutions for air pollutants generated, if any, to comply with the emission standard.

B) Reimbursement

- 50% matching and on a reimbursable basis, limited to a maximum of RM5,000 per company/group of companies.

C) Companies' Eligibility

- Must fall within the definition of SMEs as specified by the National SME Development Council;
- A member of any one (1) of the six (6) timber associations:
 - Malaysian Wood Industries Association (MWIA);
 - The Timber Exporters' Association of Malaysia (TEAM);
 - The Malaysian Panel-Products Manufacturers' Association (MPMA);
 - Malaysian Wood Moulding & Joinery Council (MWMJC);
 - Malaysian Furniture Council (MFC); and
 - Persatuan Pengusaha Kayu-Kayan & Perabot Bumiputra Malaysia (PEKA)
[Association of Malaysian Bumiputra Timber & Furniture Entrepreneurs].
- Must be based in Peninsular Malaysia, installed with wood-based manufacturing facilities, in operation for at least three (3) years and is financially stable;
- Must be involved in sawmilling or production of value-added wood-based products;

- Must be a majority Malaysian-owned company (i.e. with at least 51% of Malaysian shareholding);
- Eligible companies are not confined only to manufacturing for export;
- Companies with 50% or more common controlling shareholders may apply and the combined eligible amount is RM5,000 per company/group of companies.
- For a group of companies under common shareholders that are using/sharing the same site/facility, only one company may apply.

D) Factory Assessment

- The factory assessment (FA) must be carried out by a qualified APC consultant¹. Scopes of the FA are the following, but not limited to:
 - ✓ To assess the factory's compliance status with CAR 2014;
 - ✓ To identify all sources of air pollutants emission at each stage of production; and
 - ✓ To identify conditions that are not in compliance with CAR 2014 and to propose cost effective APC solutions to rectify them.

Note: ¹Qualified APC consultant

- Companies shall carefully select their APC consultant, preferably from the list of registered consultants published by DoE (www.doe.gov.my). Selection shall be based on the competency and experience of the consultant, particularly his experience in APC for the timber industry.

E) Application

- Completed Application Form shall be submitted to MTC together with supporting documents within **30 calendar days** from the date of the Factory Assessment Report.
- Certified true copies of documents to be submitted include:
 - ▶ Form 24 as per the Companies Act 1965 or Section 78 as per the Companies Act 2016
 - ▶ Form 49 as per the Companies Act 1965 or Section 58 as per the Companies Act 2016
 - ▶ Form of Annual Return
 - ▶ Latest Audited Accounts
 - ▶ Factory Assessment Report
 - ▶ Invoice for the Consultancy Service
 - ▶ Proof of Payment to indicate that the entire cost of the consultancy service has been paid
- **Late submission after aforementioned 30 calendar period days would not be considered by MTC.**
- Approval for reimbursement is at the sole discretion of MTC.
- The financial incentive provided is on a **first-come, first-served basis**, until the budgeted allocation is completely utilised in the particular year.

For further enquiries and information, please contact:

1. Ms Ong Lay Lee, ext 506, email: ong@mtc.com.my

2. Ms Mariatul Amira ext 508, email: amira@mtc.com.my



MALAYSIAN TIMBER COUNCIL

Malaysian Timber Council
 18th Floor, Menara PGRM,
 8, Jalan Pudu Ulu, Cheras, 56100 Kuala Lumpur
 Tel: 03-92811999 Fax: 03-92828999
 Website: www.mtc.com.my



malysiantimbercouncil



malysiantimber



MTC_twt



mtc_my



malaysian timber council



malaysian timber council

APPLICATION FORM

MTC FINANCIAL INCENTIVE FOR CONSULTANCY SERVICE: FACTORY ASSESSMENT FOR AIR POLLUTION CONTROL 2020

A. Company Information

1. Company:
2. Address:

Postcode: Town:
3. Factory address (If different from item no. 2):

Postcode: Town:
4. Company Status (Please Tick) : SME Non-SME
5. Own manufacturing facility or Sharing manufacturing facility with other companies under common shareholders.
6. Tel no.: - 7. Fax no.: -
8. Contact person:
9. H/P no.: -
10. E-mail:
11. Member of one of the following associations (Membership No.: _____)
 MWIA TEAM MPMA
 MWMJC MFC PEKA

B. Products Manufactured

12. Main products:
13. Market by percentage (100%): Export Domestic

C. Factory Assessment

Date of Factory Assessment	Date of Factory Assessment Report	Qualified APC Consultant	Cost of Consultancy Service (RM)

**Please attach additional sheets if applicable*

D. Company's Declaration

I, declare and confirm that the details furnished herein are true and accurate. I shall undertake to refund in full the disbursed amount to MTC in the event of non-compliance.

- Company is incorporated in Peninsular Malaysia and involved in sawmilling or production of value-added wood-based products.
- Company is in operation for at least three (3) years.
- Company will be upgrading its APC equipment as per the proposal in the Factory Assessment Report within one (1) year from the date of the Factory Assessment Report in order to comply with CAR 2014.

Applicant's Signature: _____

Name: _____

Designation: _____

Date (dd/mm/yy):

/ /

Company's Stamp

E. Verification by Timber Association

We hereby confirm that _____ (applicant) is an active member of our association and is incorporated in Peninsular Malaysia.

Signature: _____

Name: _____

Designation: _____

Date (dd/mm/yy):

/ /

Association's Stamp

F. Document Checklist

NO.	DOCUMENT	CERTIFIED AS TRUE COPIES (Please tick)	REMARKS
A	COMPLETED APPLICATION FORM		
B	THIS CHECKLIST		
C	OTHER DOCUMENTS REQUIRED (see item 1 to 7)		
1.	Form 24 as per the Companies Act 1965 or Section 78 as per the Companies Act 2016		
2.	Form 49 as per the Companies Act 1965 or Section 58 as per the Companies Act 2016		
3.	Latest Form of Annual Report		
4.	Latest Audited Accounts		
5.	Factory Assessment Report		
6.	Invoice for the Consultancy Service		
7.	Proof of payment to indicate that the entire cost of the consultancy service has been paid		
D.	OTHER SUPPORTING DOCUMENTS (If any)		

Note: Please sort the documents submitted in the sequence as per the checklist above.

IMPORTANT NOTES:

1. All documents can be certified either by the chief executive officers, managing directors, owners of the companies or accountants.
2. All documents must be submitted according to the checklist above.
3. Incomplete submissions may lead to delays in approval of application.



MALAYSIAN TIMBER COUNCIL

Malaysian Timber Council
18th Floor, Menara PGRM,
8, Jalan Pudu Ulu, Cheras, 56100 Kuala Lumpur
Tel: 03-92811999 Fax: 03-92828999
Website: www.mtc.com.my



malysiantimbercouncil



malysiantimber



MTC_twt



mtc_my



malaysian timber council



malaysian timber council