



## PART C – DECLARATION FORM

We hereby declare that we will submit an Annual Training Plan based on the results of the Training Needs Analysis conducted for us. This will be carried out within 4 weeks after receiving the final results from the consultant. We will also undertake to implement all the programmes in the plan except in unavoidable circumstances whereby we will apply for any postponement of programmes.

<b>NAME AND DESIGNATION</b>	
CHIEF EXECUTIVE : _____ (NAME) (CHAIRMAN / MANAGING DIRECTOR /GENERAL MANAGER)*	NAME : _____
SIGNATURE : _____	DESIGNATION : _____ (OFFICER-IN-CHARGE)
DATE : _____	SIGNATURE : _____
	DATE : _____

\* Delete whichever is inapplicable.

<b>COMPANY STAMP</b>
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**REMINDER** : This original form must be signed by both the Chief Executive and Officer-In-Charge. This form must be submitted to the following address together with the company profile & organization chart :-

Consultancy Department  
National Human Resource Centre (NHRC)  
Pembangunan Sumber Manusia Berhad  
6<sup>th</sup> Floor, Wisma PSMB, Jalan Beringin  
Damansara Heights, 50490 Kuala Lumpur  
Tel : 03- 2096 4959/ 4658/4627

Fax : 03-2096 4907

From where did you receive information about the Small and Medium Enterprises Training Needs Analysis Advisory and Consultancy Scheme? (Please tick (✓) in the appropriate boxes.)

- TNA Workshop                       PSMB Website                       Other Employers
- Other PSMB's programmes:                       Employers' Associations                       Others: (Please specify)
- \_\_\_\_\_