



InvestMalaysia

investmalaysia.mida.gov.my

Application for Confirmation Letter for a Company Exempted from Manufacturing Licence (ICA 10) User Guide for Applicant

Learn About the System

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Chapter 1 INTRODUCTION

This user guide will walkthrough the process of submitting the application for Confirmation Letter for a Company Exempted from Manufacturing by providing step-by-step instructions with illustrations to help applicant understand each step.

1.1 Intended User

This user guide is targeted for:

- Applicant or Company

1.2 Web Browser

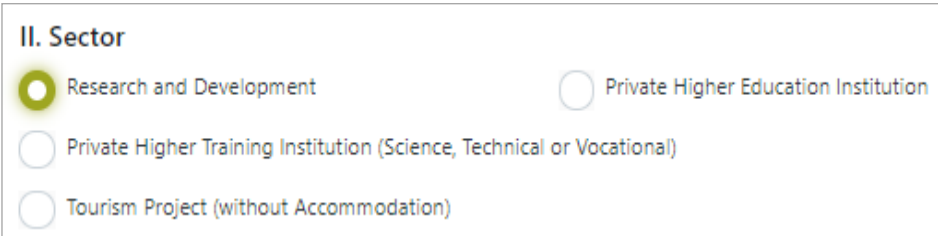
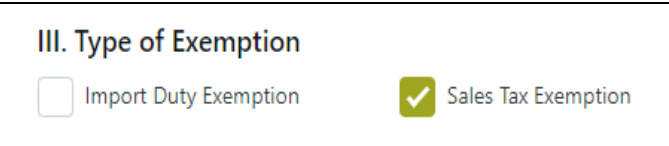
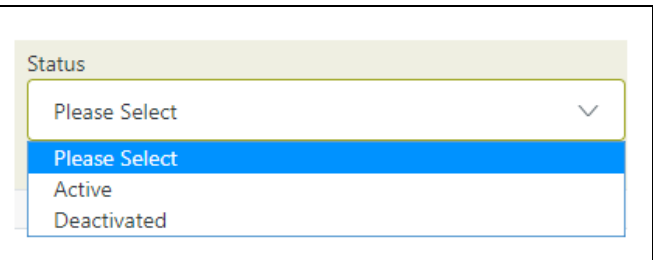
Best viewed in 1024 x 768 using Google Chrome or Mozilla Firefox. This website is mobile responsive.

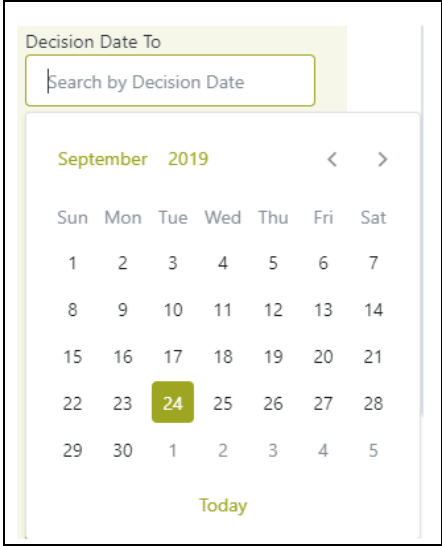
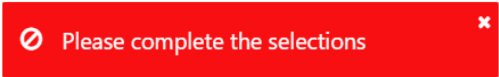
1.3 URL

<https://investmalaysia.mida.gov.my>

1.4 Common Fields and Definitions

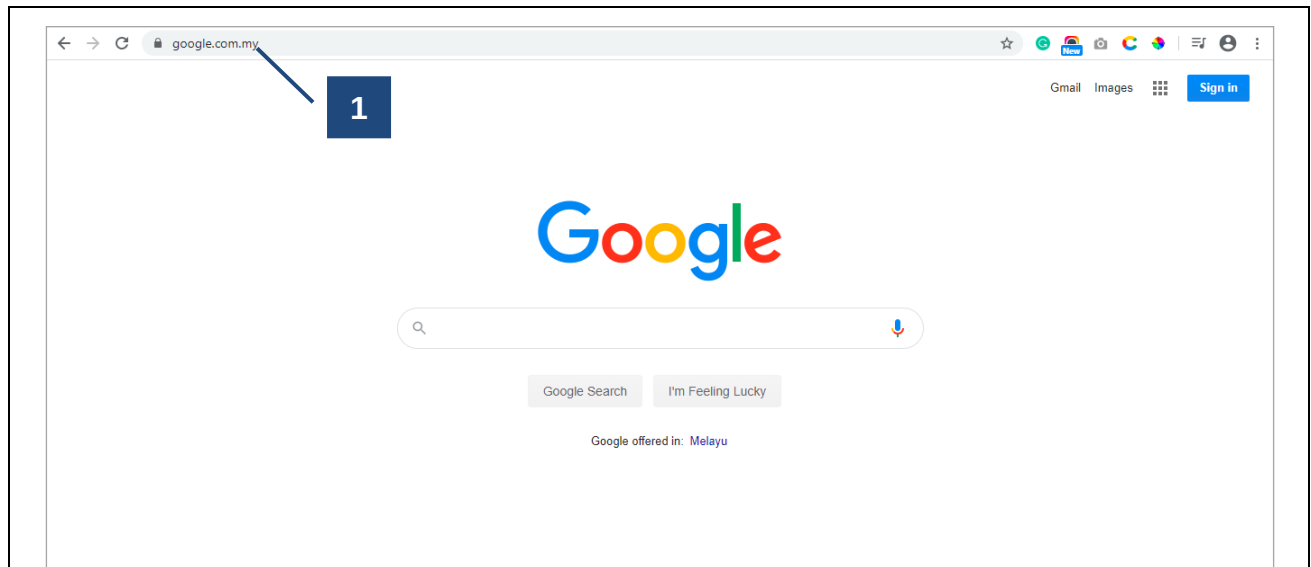
No.	Field	Description
1.	Textbox	A box that allow user to type-in information. Usually, it has characters limit. Correspondence Address 9800 Montgomery Blvd NE If there is an asterisk (*) mark at the textbox, it means the information is required/mandatory.
2.	Button	An item that allow user to click and it will respond according to it's purpose; usually denoted as the button's name.

No.	Field	Description
		
3.	Radio button	A selection features that allows the user to choose only ONE selection from the data sets. Usually it's round-shaped. 
4.	Check Box	A selection features that allows the user to check/uncheck selections from the data sets. Usually it's box-shaped. 
5.	Dropdown	A features that allows user to select a value from a series of option. Usually when user click a dropdown, a list of options will be displayed vertically and user may select one value from the list. 
6.	Calendar	A features that allows user to select a date from a calendar and/or time from a time range.

No.	Field	Description
		
7.	Success Message	A message that is displayed once an action taken was successful. It is displayed in green color. 
8.	Error/Failure message	A message that is displayed once an action taken was failed. It is displayed in red color. 

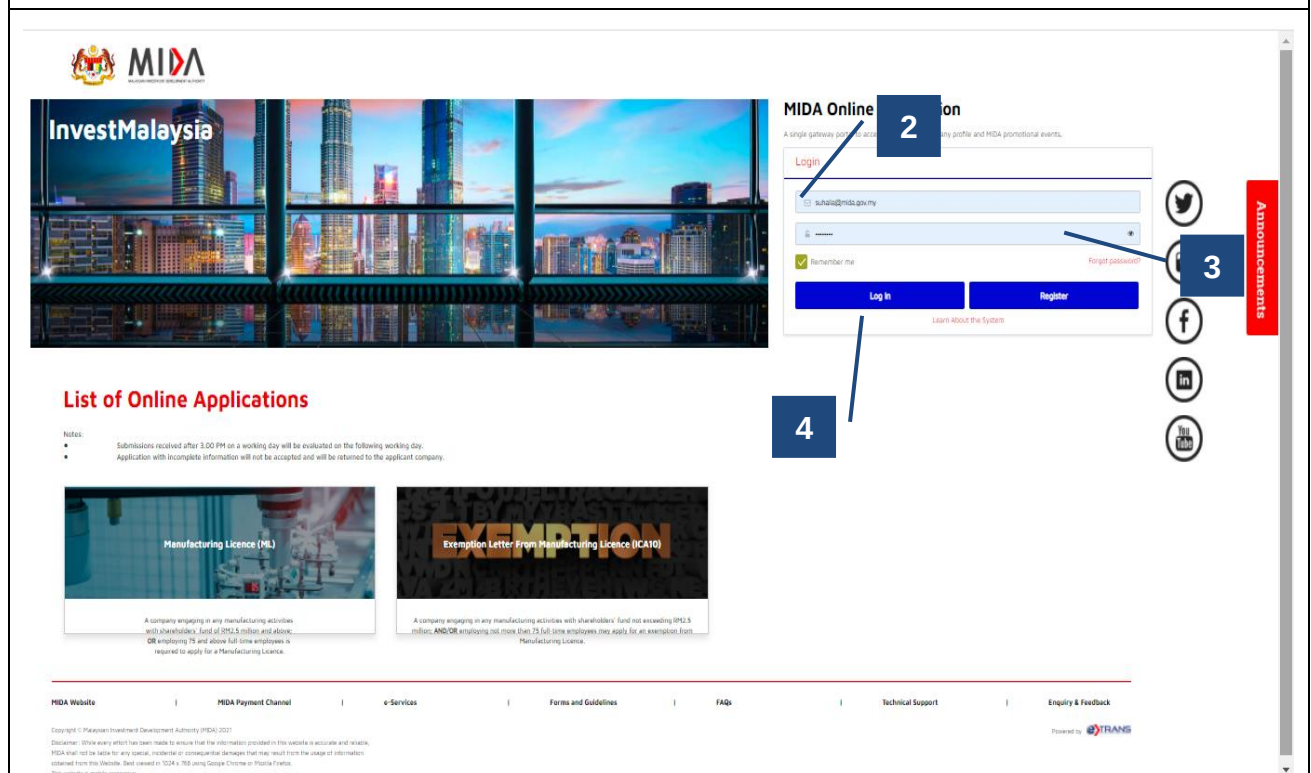
Chapter 2 INVEST MALAYSIA ONLINE PORTAL

2.1 Login Page



1. Open web browser.

Insert URL: <http://investmalaysia.mida.gov.my>



2. Enter username (must use the email that has been registered);

3. Enter password; and
4. Click the **[Log In]** button

System will redirect to the '**Dashboard**' page.

2.2 Registration Page

1. Go to Investmalaysia website :

MIDA Online Application
A single gateway portal to access applications, company profile and MIDA promotional events.

Login

Email:

Password:

☒ Remember me [Forgot password?](#)

Log In **Register** [Learn About the System](#)

2

List of Online Applications

Manufacturing Licence (ML)

A company engaging in any manufacturing activities with shareholders' fund of RM2.5 million and above OR employing 75 and above full time employees is required to apply for a Manufacturing Licence.

Exemption Letter From Manufacturing Licence (ICA10)

A company engaging in any manufacturing activities with shareholders' fund not exceeding RM2.5 million AND/OR employing not more than 75 full time employees may apply for an exemption from Manufacturing Licence.

MIDA Website | **MIDA Payment Channel** | **e-Services** | **Forms and Guidelines** | **FAQs** | **Technical Support** | **Enquiry & Feedback**

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This website is mobile responsive.

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2. Click [Register]

[Back to Login Page](#)
Create Account

Registration

** All fields are mandatory*

Title *

Name *

Designation *

Email *

Password *

Confirm Password *

Phone No. *

Address *

Please provide a valid email address as it will be used as the Username. You are also required to verify the email by clicking the link in the email which the system will send.

3. Fill up all the details and click [Register]

4. Applicant Email Verification *First time registration

InvestMalaysia - Applicant Email Verification

Dear Farid1,

You have successfully registered yourself to the InvestMalaysia Online Portal. Please click the link below to verify your email address.

[Confirm My Email Address](#)

Thank you.

Regards,

InvestMalaysia Administrator

Malaysian Investment Development Authority (MIDA)

MIDA Sentral, No. 5, Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Kuala Lumpur, Malaysia

Tel: 603-2267 3633 **Fax:** 603-2274 7970 **Email:** investmalaysia@mida.gov.my

InvestMalaysia Online Portal: <https://investmalaysia.mida.gov.my>

Official Website: <https://www.mida.gov.my>

This is a system generated email. No signature required. Please do not reply to this email.

5. Once click on – [Confirm My Email Address] – system will pop up navigation screen

Thank You for Registering with MIDA.

Your email is successfully verified. Please login with your email to start using InvestMalaysia.

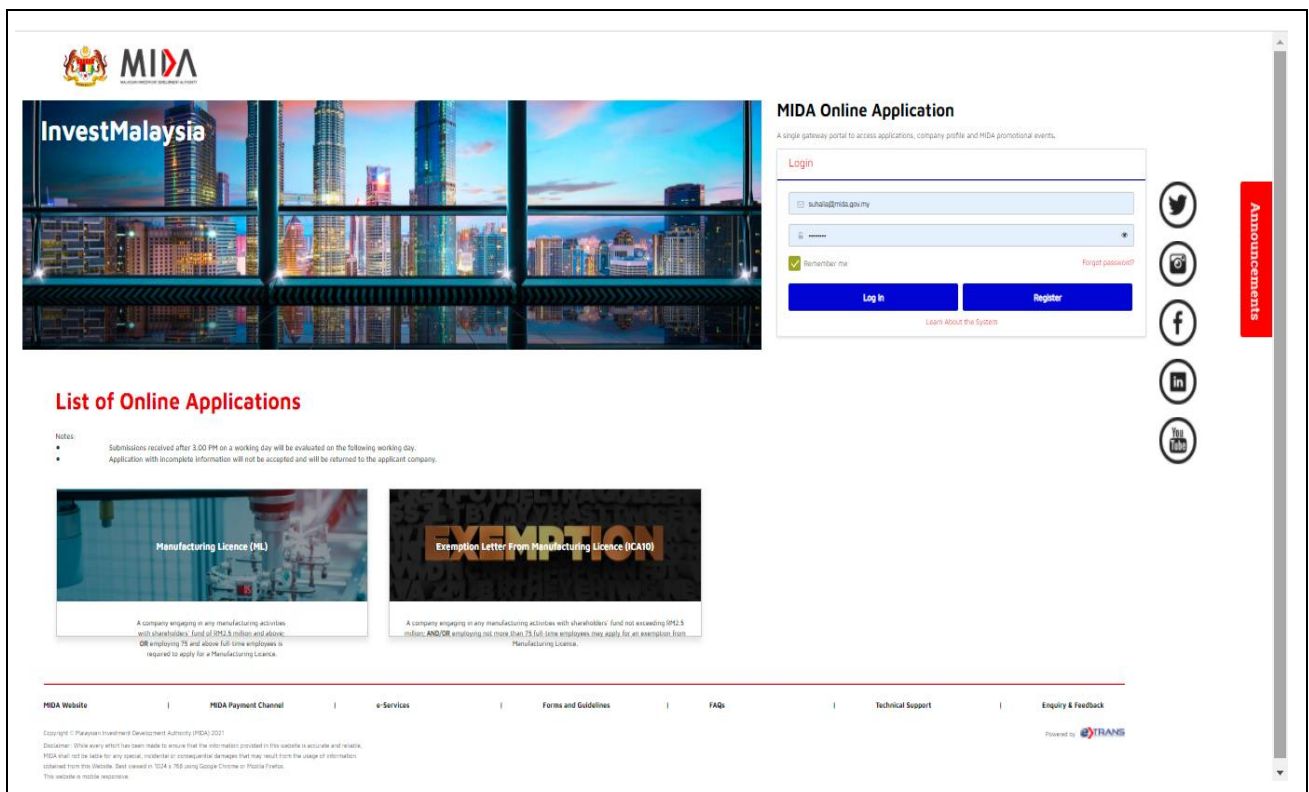
Login to InvestMalaysia

Login To i-Incentives Portal

Enquiry / Feedback

Technical Support

6. Click [Login to investMalaysia]



MIDA Online Application
A single gateway portal to access applications, company profile and MIDA promotional events.

Login

☒ Remember me [Forgot password?](#)

[Log In](#) [Register](#) [Learn about the System](#)

List of Online Applications

Notes:

- Submissions received after 3.00 PM on a working day will be evaluated on the following working day.
- Application with incomplete information will not be accepted and will be returned to the applicant company.

Manufacturing Licence (ML)
A company engaging in any manufacturing activities with shareholders' fund of MYR 5 million and above, OR employing 75 and above full-time employees is required to apply for a Manufacturing Licence.

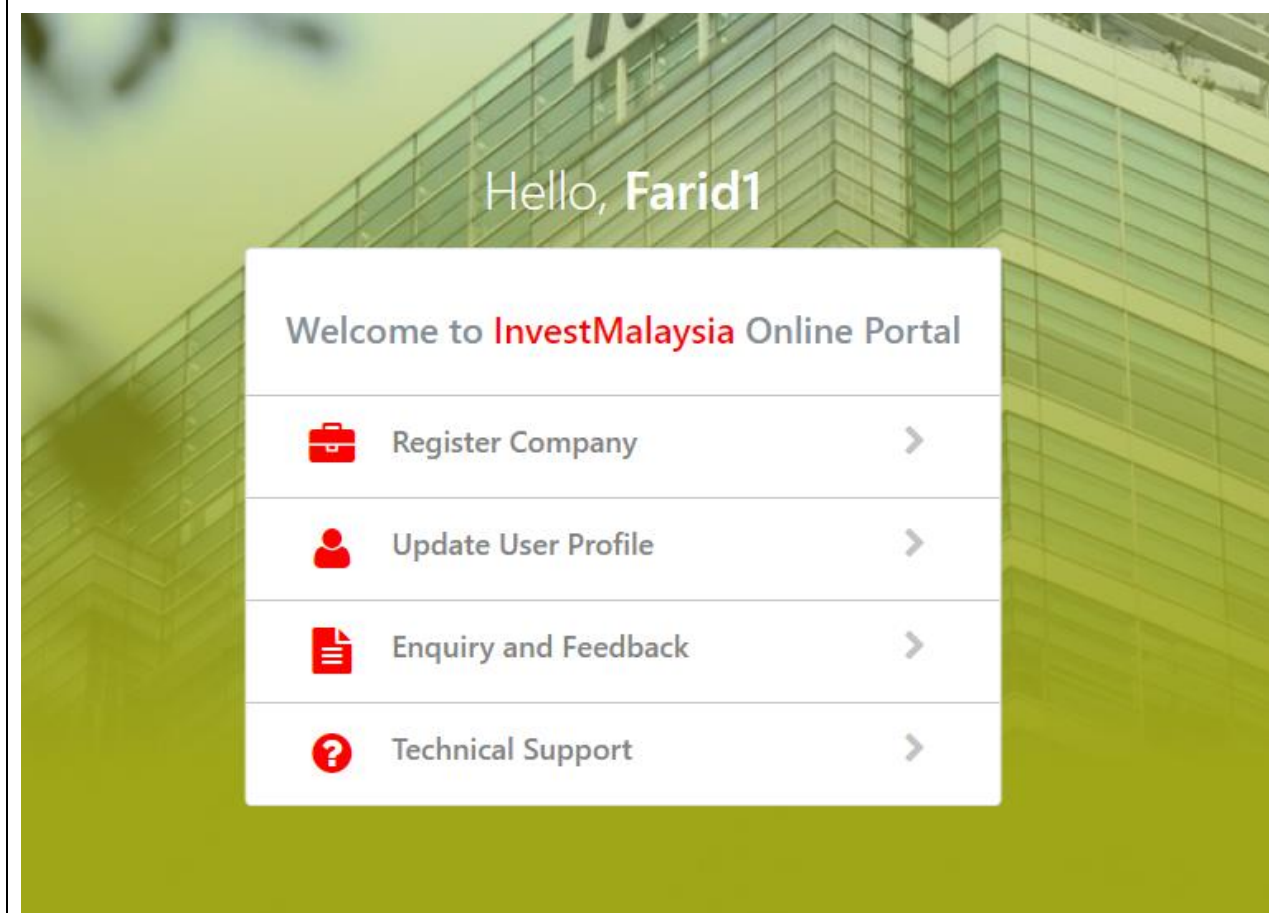
Exemption Letter From Manufacturing Licence (ICA10)
A company engaging in any manufacturing activities with shareholders' fund not exceeding MYR 5 million AND/OR employing not more than 75 full-time employees may apply for an exemption from Manufacturing Licence.

MIDA Website | MIDA Payment Channel | e-Services | Forms and Guidelines | FAQs | Technical Support | Enquiry & Feedback

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This website is mobile responsive.

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7. Applicant needs to register company details before proceed to apply applications.



Hello, Farid1

Welcome to **InvestMalaysia** Online Portal

-  Register Company >
-  Update User Profile >
-  Enquiry and Feedback >
-  Technical Support >

8. Click **[Register Company]** and refer to 2.2.3 for further details.

2.3 Dashboard Page

The screenshot shows the dashboard interface for an applicant. It includes a main menu, a welcome message, a tasks section, a company profile section, and a registration status section. Numbered callouts highlight specific features: 1 points to the Main Menu, 2 points to the Tasks and Task List, 3 points to the My Company section, 4 points to the Register Company button, and 5 points to the Color Brush icon.

1 Main Menu: Dashboard, Tasks, Applications, i-Incentives, Customer Service, Private Investment.

2 Tasks: Tasks (dropdown menu).

3 My Company: FA Industries Sdn Bhd. Company Profile: No. 5A, Jalan 51/217, Off Jalan Templer, Petaling Jaya, Selangor. Company Profile.

Application No.	MIDA Reference No.	Application	Application Type	Application Status
ML202100013		Manufacturing Licence	New	In Progress
ML202100011		Manufacturing Licence	New	Draft
PDA202100002		Permit Under Petroleum Development Act, 1974 (PDA2)	New	Draft

16 to 18 of 18 records

4 Register Company

5 Color Brush

4 Registration Status

No.	Company Name	Registration No.	Status
1.	FA Gourmet Sdn. Bhd.	50012-Z	Pending Approval

1. The **Main Menu** is a menu that will be on every page to make it easy for users to access each page.
2. The **Tasks and Task List** shall display a task list that needs to take action by the applicant (**Refer 2.2.1 Task List**).
3. **My Company** shall display a list of companies and applications for the applicant (**Refer 2.2.2 My Company**).
4. **Register Company** to allow applicants to create a new company (**Refer 2.2.3 Register Company**).
5. **Color Brush** to customize the theme (**Refer 2.2.5 Color Brush**).

2.3.1 Task and Task List

2 Tasks

Task List View All

Tasks	Status	Last Updated
ML202100063 15670 Manufacturing	Return for Resubmission	14 Jan
ML202100025 15460 Manufacturing	Return for Resubmission	9 Jan

1. Click the application link **ML202100063|15670|Manufacturing** and below page shall be displayed.

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

Dashboard Tasks Applications I-Incentives Customer Service Private Investment Applicant

< Back to Application List

Manufacturing Licence Returned

Company Name: FA Industries Sdn Bhd Application No.: ML202100063

Application Type: New

Progress (1 / 12)

- A Company
- B Previous Company Activity/Project
- C Application Information
- D Project Cost
- E Project Financing
- F Manpower
- G Specific Industry
- H Additional Information

Company Profile

Company Name: FA Industries Sdn Bhd

Registration Type: Registration Of Company (ROC)

Company Registration No.: 0123456K New SSM Company Registration No.:

Date of Incorporation: 10/10/2010 Income Tax Reference No.: ITRNFAISB001

EPF No.: SOCSO No.:

Applications that are returned by the officer for correction purposes or for more information will be listed on the task list.

2.3.2 My Company

The screenshot displays the 'My Company' section. On the left, a list of companies is shown, with 'FA Industries Sdn Bhd' highlighted by callout '1'. On the right, the company profile for 'FA Industries Sdn Bhd' is displayed, including its address and contact information, with callout 'b' pointing to the company name. Below the profile, there are two tabs: 'Company Profile (IRPM)' and 'Payment History', with callout 'c' pointing to the 'Payment History' tab. A table of applications is shown below the tabs, with callout 'a' pointing to the 'Application No.' column. The table has five columns: 'Application No.', 'MIDA Reference No.', 'Application', 'Application Type', and 'Application Status'. It contains three rows of data, with the first row highlighted by callout 'a'.

Application No.	MIDA Reference No.	Application	Application Type	Application Status
ML202100013		Manufacturing Licence	New	In Progress
ML202100011		Manufacturing Licence	New	Draft
PDA202100002		Permit Under Petroleum Development Act, 1974 (PDA2)	New	Draft

My Company section included 2 main items which are a list of companies, a list of applications, and a company profile.

1. Select any of the listed **companies**

A list of applications for the company shall be displayed.

Application No.	MIDA Reference No.	Application	Application Type	Application Status
ML202100013		Manufacturing Licence	New	In Progress
ML202100011		Manufacturing Licence	New	Draft
PDA202100002		Permit Under Petroleum Development Act, 1974 (PDA2)	New	Draft

- a. Click the **[Application No.]** link

The application page shall be displayed.

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

Dashboard Tasks Applications I-Incentives Customer Service Private Investment Applicant

< Back to Application List

Manufacturing Licence Draft

Company Name: FA Industries Sdn Bhd Application No.: ML202100011

Application Type: New

Application Form

Progress (1 / 12)

- A Company
- B Previous Company Activity/Project
- C Application Information
- D Project Cost
- E Project Financing
- F Manpower
- G Specific Industry
- H Additional Information

Company

Company Profile

Company Name: FA Industries Sdn Bhd

Registration Type: Registration Of Company (ROC)

Company Registration No.: 0123456K New SSM Company Registration No.:

Date of Incorporation: 10/10/2010 Income Tax Reference No.: ITRNFAIS8001

EPF No. SOCSO No.

The system shall display all sections and the section details. The company can view, update, and delete the information.

My Company

FA Industries Sdn Bhd

FA Industries Sdn Bhd

No. 5A, Jalan 51/217, Off Jalan Templer, Petaling Jaya, Selangor

Company Profile (IRPM) Payment History

- b. Click the **[Company Profile]** link
- Company Details page shall be displayed.

MIDA

MALAYSIAN INVESTMENT
DEVELOPMENT AUTHORITY

DashboardTasksApplicationsI-IncentivesCustomer ServicePrivate Investment

Applicant

Company Name
FA INDUSTRIES SDN BHD (0123456K)

Company Profile

Company Profile

Organization Structure

Financial Details

Overall Project Cost

Overall Manpower

History of Applications

Industrial Profile

Implementation Survey

APR Survey

Company Details

Company Status
Active

Company Name *
FA Industries Sdn Bhd

Registration Type *
Registration Of Company (ROC)

Registration No. *
0123456K

New SSM Company Registration Number

Annual Fiscal Year End Closing Date (DD/MM) *
- DD -
- Month -

Date of Incorporation *
10/10/2010

Income Tax Reference No.
ITRNFAISB001

EPF No.
ENFAISB001

SOCSSO No.
SNFAISB001

APR Serial No

Correspondence/Registered Address *
No. 5A, Jalan 51/217
Off Jalan Templer
Address 3 (Optional)

Region *
Asia

Country *
Malaysia

State *
Selangor

City *
Petaling Jaya

Postcode *
46050

Phone No.

Company Email

Fax No.

Company Website
www.fais.com.my

Total Employment
650

Company Background *
We carry out all aspects of electrical work, from design and consultation through to commissioning for clients in the domestic, commercial, industrial and agricultural sectors.

i

Particular Board of Director *

No.	Name	Nationality	Shares Held in the Company
1.	Dato Mikael	Malaysia	100.0

Add Record

Total 100 %

Contact Person *

No.	Title *	Name *	Designation *	Email *	Phone No. *	Fax No.	Action
1.	Mrs.	Hasnah	Executive	publicusermida@gmail.com	0322676666		
2.	Ms.	Applicant	Manager	mimidacompany05@gmail.com	01901234567		

Add Record

Authorised Person (Position should be a Manager and above)

No.	Title	Name *	Designation *	ID Type *	Identity Card/Passport No. *	Email *	Phone No.	Digit Certifi
1.	Mr.	Kamil	Manager	National Identity Card	900120026715	azeem.mida3@gmail.com	0123456789	Verifi

Add Record

No.	Submitted Document	Attachment
1.	Memorandum and Articles of Association (M & A)	02122020_Santha_ProjectFinance.png
2.	Corporate Profile from Companies Commission of Malaysia (CCM)	02122020_Santha_ProjectFinance.png
3.	Form 9 Certificate of Incorporation/Registration of a Company	02122020_Santha_ProjectFinance.png
4.	Form 44 Particulars of Registered Address	02122020_Santha_ProjectFinance.png
5.	Form 49 Particulars of Directors/Officers	02122020_Santha_ProjectFinance.png
6.	Form 24 Particulars of Share Capital	02122020_Santha_ProjectFinance.png
7.	Particulars of Shareholder	02122020_Santha_ProjectFinance.png
8.	Particulars of Company Secretary	02122020_Santha_ProjectFinance.png

-- To Be Updated By MIDA -- Last Updated By on

Sector

☐ Manufacturing
☐ Private Healthcare
☐ Waste Eco Park (WEP)
☐ Logistic Services
☐ Other Services

☐ Research and Development
☐ Hotel & Tourism
☐ Oil & Gas
☐ Design Services

☐ Private Education
☐ Green Technology
☐ Global Establishment
☐ Professional Services

ii

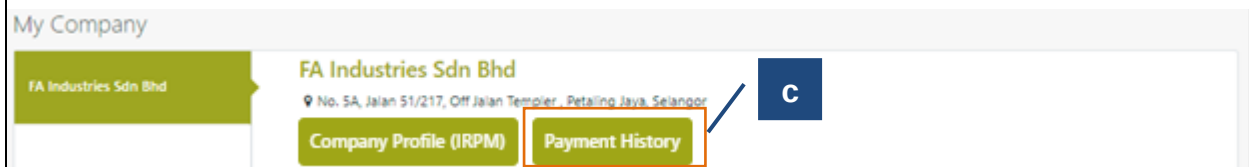
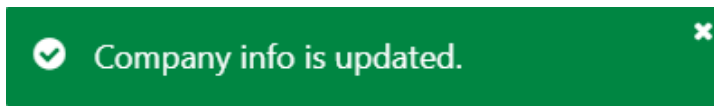
Update

i. Update the company's profile and all required details:

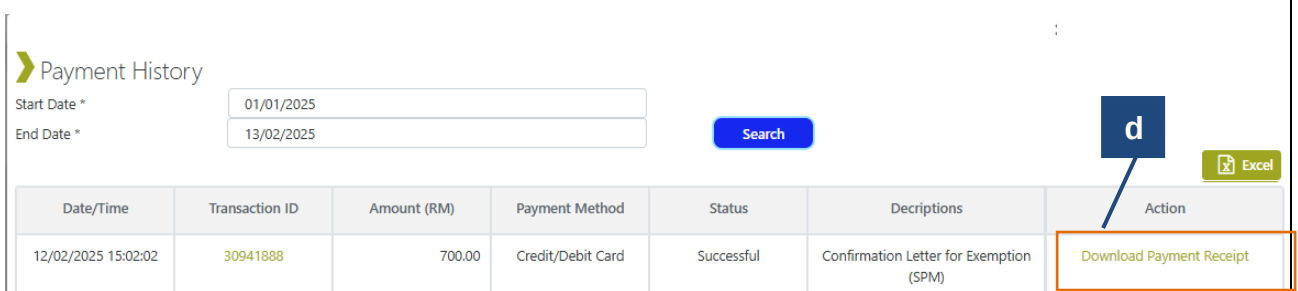
- Date of Incorporation *
- Income Tax Reference No.
- EPF No.
- Socso No.
- Address *
- Postcode *
- Region *
- Country *

- i) State *
- j) City *
- k) Company Website
- l) Company Background *
- m) Particular Board of Director *
- n) Contact Person *
- o) Authorised Person (Position: Manager and above) *

ii. Click the **[Update]** button and system shall display success message:



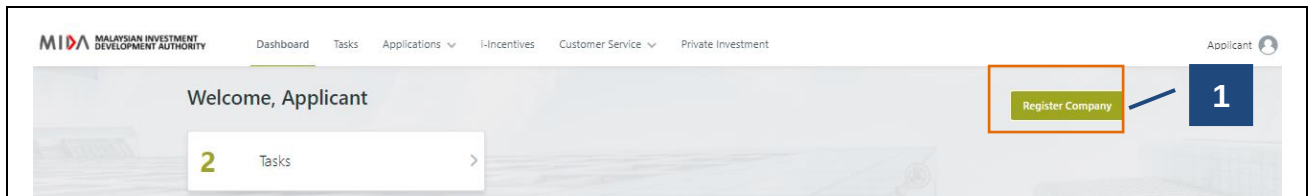
c. Click the **[Payment History]** link to display the payment history popup page.



d. Click the **[Download Payment Receipt]** link to open and download the payment receipt..

		MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY MIDA Sentral, No. 5 Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Federal Territory of Kuala Lumpur, Tel: 603-22673633		ASAL TARIKH : 12/2/2025 NO. RESIT : NR-2502000012 ID PENGGUNA : MPay Channel KOD PTJ / DANA : H00	
RESIT RASMI					
DITERIMA DARIPADA					
ALAMAT	L. 11, NEW HOTEL 003, JALAN STESAN SENTRAL 5, 50470 KUALA LUMPUR				
UNTUK BAYARAN	INVESTMALAYSIA - CONFIRMATION LETTER FOR EXEMPTION (SPM)				
RINGGIT MALAYSIA	TUJUH RATUS SAHAJA				
RM	700.00				
CARA BAYARAN/RUJUKAN	- 2502000012				
* Jika pembayaran melalui cek, resit ini dianggap sah hanya setelah cek ditunaikan * Resit ini dijana oleh komputer. Tandatangan tidak diperlukan					

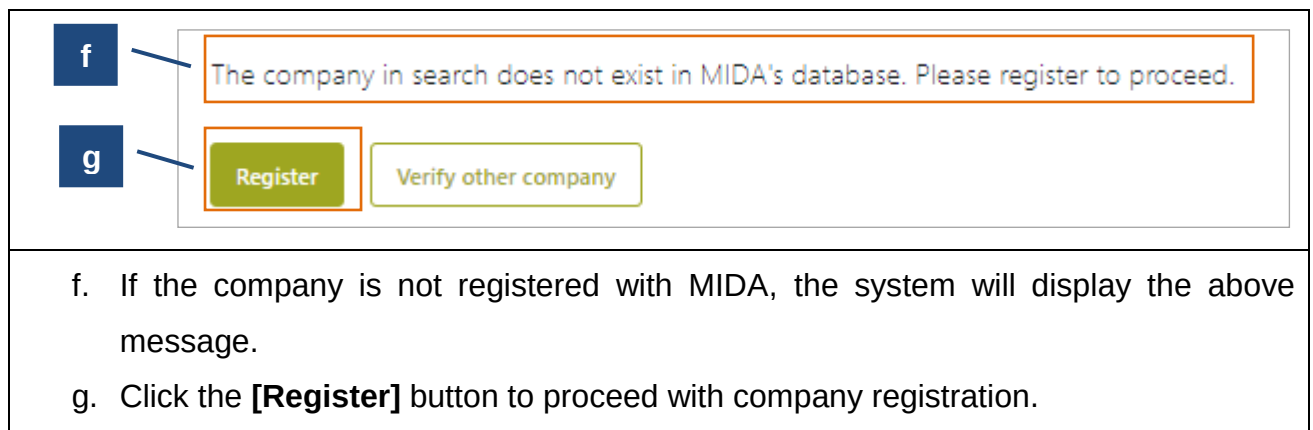
2.3.3 Register Company



1. Click the **[Register Company]** button
Register Company page shall be displayed.

- a. Enter the exact details for Company Name * (This includes symbol characters (.) and abbreviations (Sdn Bhd));
- b. Registration Type *;
- c. Registration No. *; and
- d. Click the **[Validate Company]** button

- e. If the company is registered with MIDA, the system will display the above message.



The screenshot shows a user interface with two callout boxes. Callout 'f' points to a message box that says 'The company in search does not exist in MIDA's database. Please register to proceed.' Callout 'g' points to a green 'Register' button and a light green 'Verify other company' button.

f. If the company is not registered with MIDA, the system will display the above message.

g. Click the **[Register]** button to proceed with company registration.

Company Registration

Local Company ☒ Foreign Company ☐

h

Name
Applicant

Email
mimidacompany05@gmail.com

Company Name *
FA Gourmet Sdn. Bhd.

Date of Incorporation *
12/10/2009

Registration Type
Registration Of Company (ROC)

Registration Number *
50012-Z

Income Tax Reference No.

EPF No.

SOCISO

Address *
No 12-14 Jalan Anggerik Mokara 31/65
Kota Kemuning

State
Selangor

City
Shah Alam

Postcode
40500

Company Website

Company Attachment

No.	Documents to be submitted	Attachment
1	Memorandum and Articles of Association (M & A)	Test for upload file 1.pdf
2	Corporate Profile from Companies Commission of Malaysia (CCM)	Test for upload file 1.pdf
3	Form 9 Certificate of Incorporation/Registration of a Company	Test for upload file 3.pdf
4	Form 13 Certificate of Change of Company Name	Test for upload file 3.pdf
5	Form 44 Particulars of Registered Address	Test for upload file 1.pdf
6	Form 49 Particulars of Directors/Officers	Test for upload file 6.pdf
7	Form 24 Particulars of Share Capital	Test for upload file 6.pdf
8	Particulars of Shareholder	Test for upload file 6.pdf
9	Particulars of Company Secretary	Test for upload file 2.pdf

i

Register

h. Enter company details such as:

- i. Date of Incorporation *
- ii. Income Tax Reference No.
- iii. SOCISO No.
- iv. EPF No.
- v. Address *

- vi. State *
- vii. City *
- viii. Postcode *
- ix. Company Website
- x. Company Document Attachment * (Latest SSM company profile)
- i. Click the **[Register]** button

Your Company Is Now Pending for Approval!

Your company is successfully registered and pending for approval from MIDA. You will receive an email notification once your company registration is approved.

j

- j. The system will prompt the above message. You will receive an email after registration approve by MIDA.

k

The company in search is already being registered and pending for approval.

Verify other company

Registration Status

No.	Company Name	Registration No.	Status
1.	FA Gourmet Sdn. Bhd.	50012-Z	Pending Approval

l

- k. This validation shall be displayed if the company in search is already being registered and pending for approval.

- l. **Registration Status** will be displayed on the dashboard.

The company you're searching for already exist in MIDA database. Please get in touch with the following contact person(s):

Name: Nur Hazwani

Name: Anny Rozana Binti Mohd Faizal Kim

Verify other company

m

- m. This validation shall be displayed if the company in search already exists.

The company you're searching for already exist with same Company Name but different Registration No. in MIDA database. Please get in touch with the following contact person(s):

Name: Nur Hazwani

Name: Anny Rozana Binti Mohd Faizal Kim

Verify other company

n

- n. This validation shall be displayed if the company in search already exists but with different Registration No.

The company you're searching for already exist with same Registration No. but different Company Name in MIDA database. Please get in touch with the following contact person(s):

Name: Nur Hazwani

Name: Anny Rozana Binti Mohd Faizal Kim

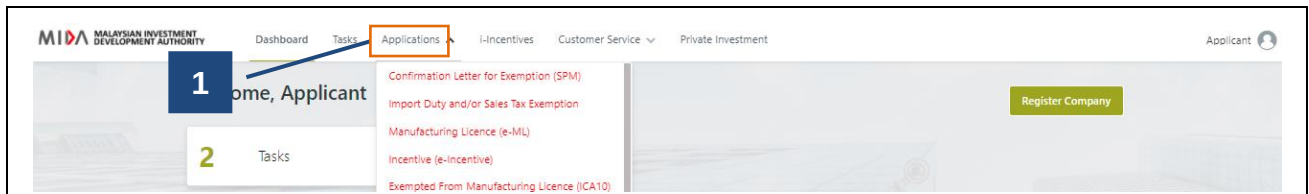
Verify other company

p

o

- o. This validation shall be displayed if the company in search already exists with the same Registration No. but different Company Name.
- p. Click the **[Verify other company]** button to verify other companies.

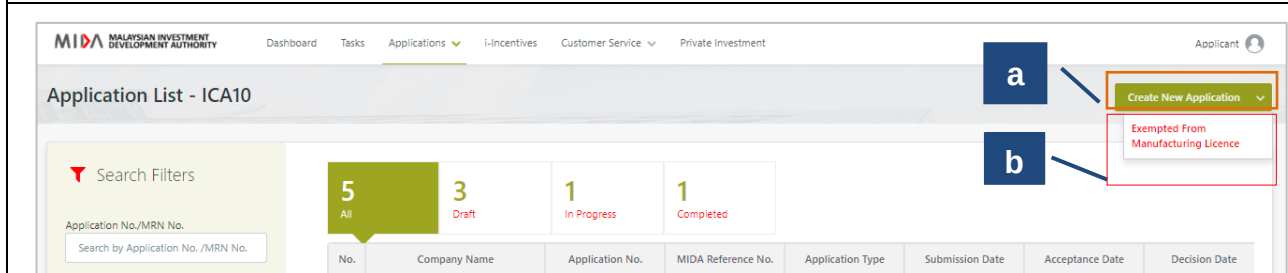
2.3.4 Applications



1. Click the **[Applications]** menu

The system will display all online applications in the dropdown menu.

Click on the selected application. The system will redirect to the **'Application'** page.

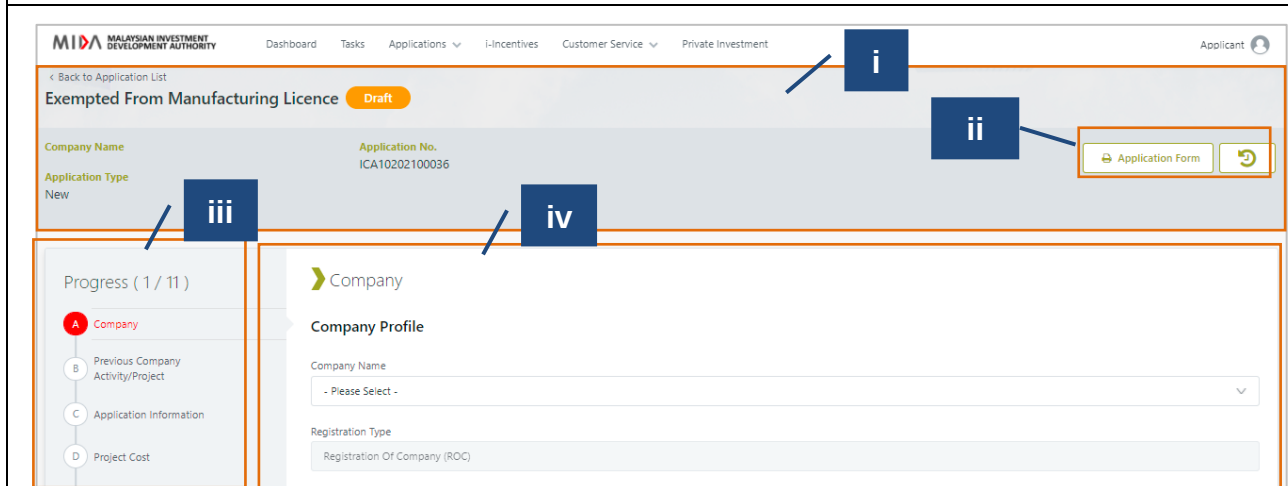


a. Click the **[Create New Application]** button

b. The system will display the application types in the dropdown list.

Click on the selected application type.

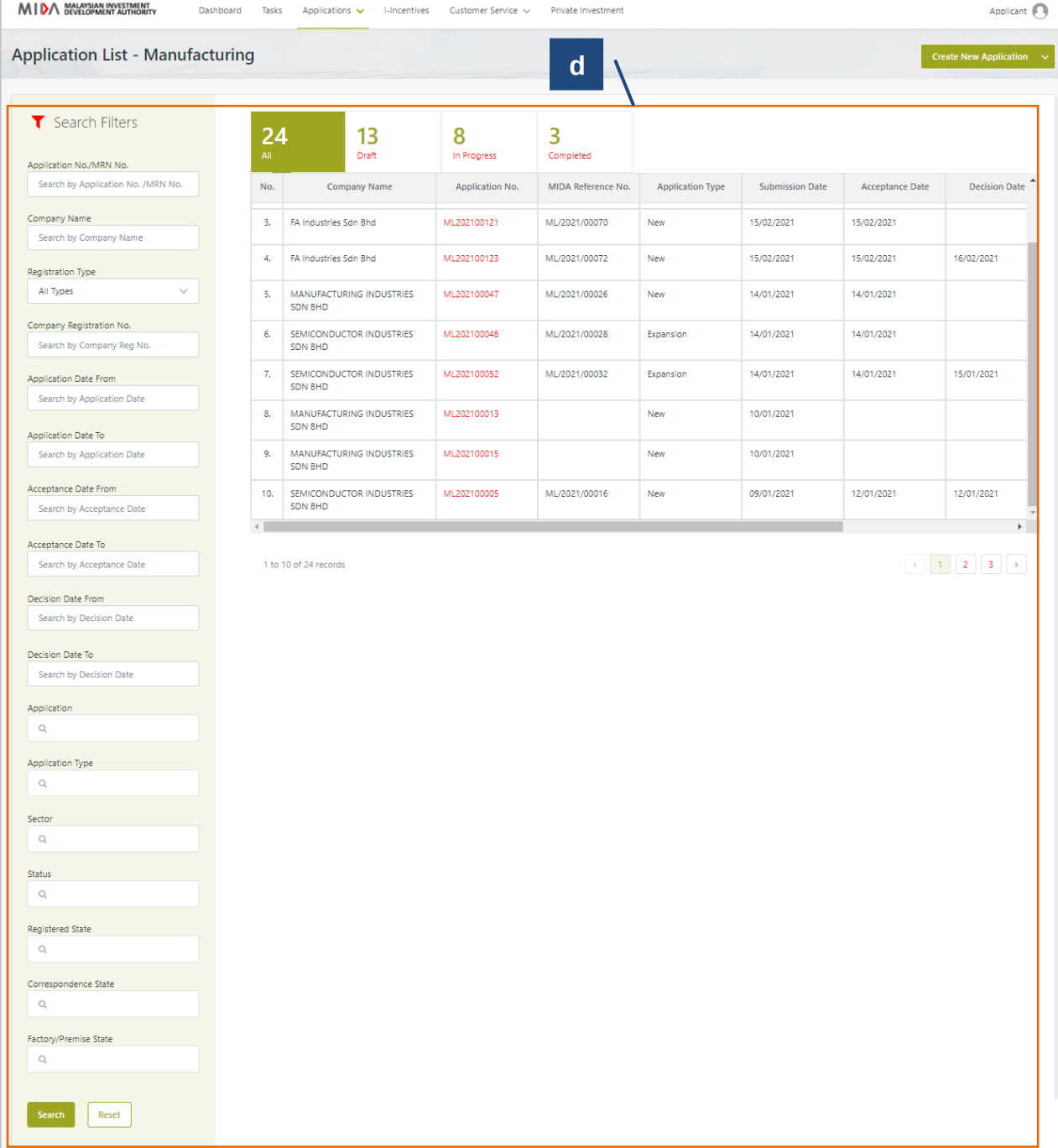
c. The system will redirect the user to the **'Application Form'**.



There are 4 components in the **'Application Form'** page which are:

i. **Banner** - will display basic application information such as:

- Company Name
 - Application No. and
 - Application Type
- ii. List of **Buttons** - will display Application Form Print Preview and Application Trail
 - iii. List of **Sections** - will display all sections involved in the application form
 - iv. **Application Form** - will display the detailed application form and need to fill in by the applicant/company



MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY Dashboard Tasks Applications I-Incentives Customer Service Private Investment Applicant

Application List - Manufacturing

Create New Application

Search Filters

Application No./MRN No.
Search by Application No. /MRN No.

Company Name
Search by Company Name

Registration Type
All Types

Company Registration No.
Search by Company Reg No.

Application Date From
Search by Application Date

Application Date To
Search by Application Date

Acceptance Date From
Search by Acceptance Date

Acceptance Date To
Search by Acceptance Date

Decision Date From
Search by Decision Date

Decision Date To
Search by Decision Date

Application
Q

Application Type
Q

Sector
Q

Status
Q

Registered State
Q

Correspondence State
Q

Factory/Premise State
Q

Search Reset

24 All **13** Draft **8** In Progress **3** Completed

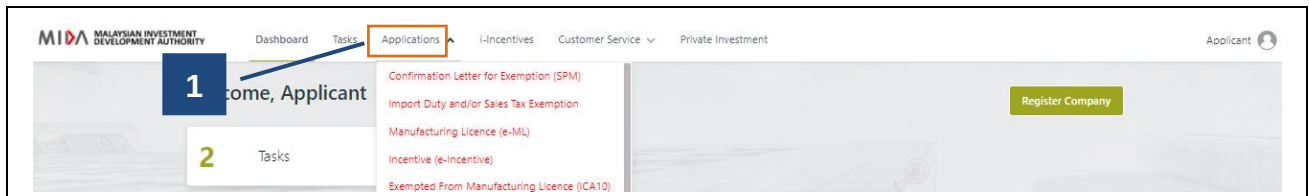
No.	Company Name	Application No.	MIDA Reference No.	Application Type	Submission Date	Acceptance Date	Decision Date
3.	FA Industries Sdn Bhd	ML202100121	ML/2021/00070	New	15/02/2021	15/02/2021	
4.	FA Industries Sdn Bhd	ML202100123	ML/2021/00072	New	15/02/2021	15/02/2021	16/02/2021
5.	MANUFACTURING INDUSTRIES SDN BHD	ML202100047	ML/2021/00026	New	14/01/2021	14/01/2021	
6.	SEMICONDUCTOR INDUSTRIES SDN BHD	ML202100048	ML/2021/00028	Expansion	14/01/2021	14/01/2021	
7.	SEMICONDUCTOR INDUSTRIES SDN BHD	ML202100052	ML/2021/00032	Expansion	14/01/2021	14/01/2021	15/01/2021
8.	MANUFACTURING INDUSTRIES SDN BHD	ML202100013		New	10/01/2021		
9.	MANUFACTURING INDUSTRIES SDN BHD	ML202100015		New	10/01/2021		
10.	SEMICONDUCTOR INDUSTRIES SDN BHD	ML202100005	ML/2021/00016	New	09/01/2021	12/01/2021	12/01/2021

1 to 10 of 24 records

< 1 2 3 >

- d. The system provides a search page for applicant/company to search the application information by entering information such as Company Name, Application No., MIDA Reference No., Sector, Status, and a combination of some application information.

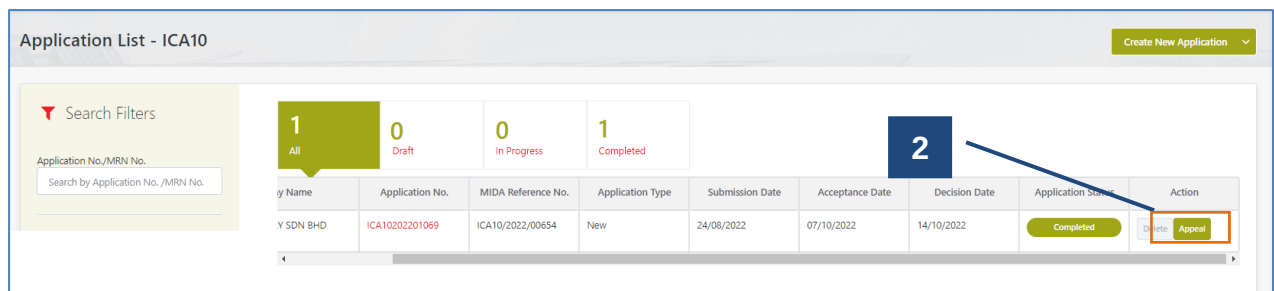
2.3.5 Applications (Appeal)



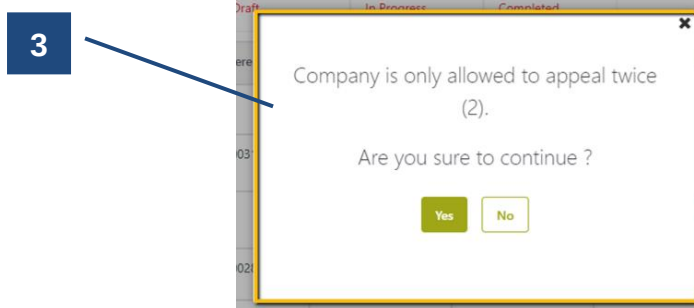
1. Click the **[Applications]** menu

The system will display all online applications in the dropdown menu.

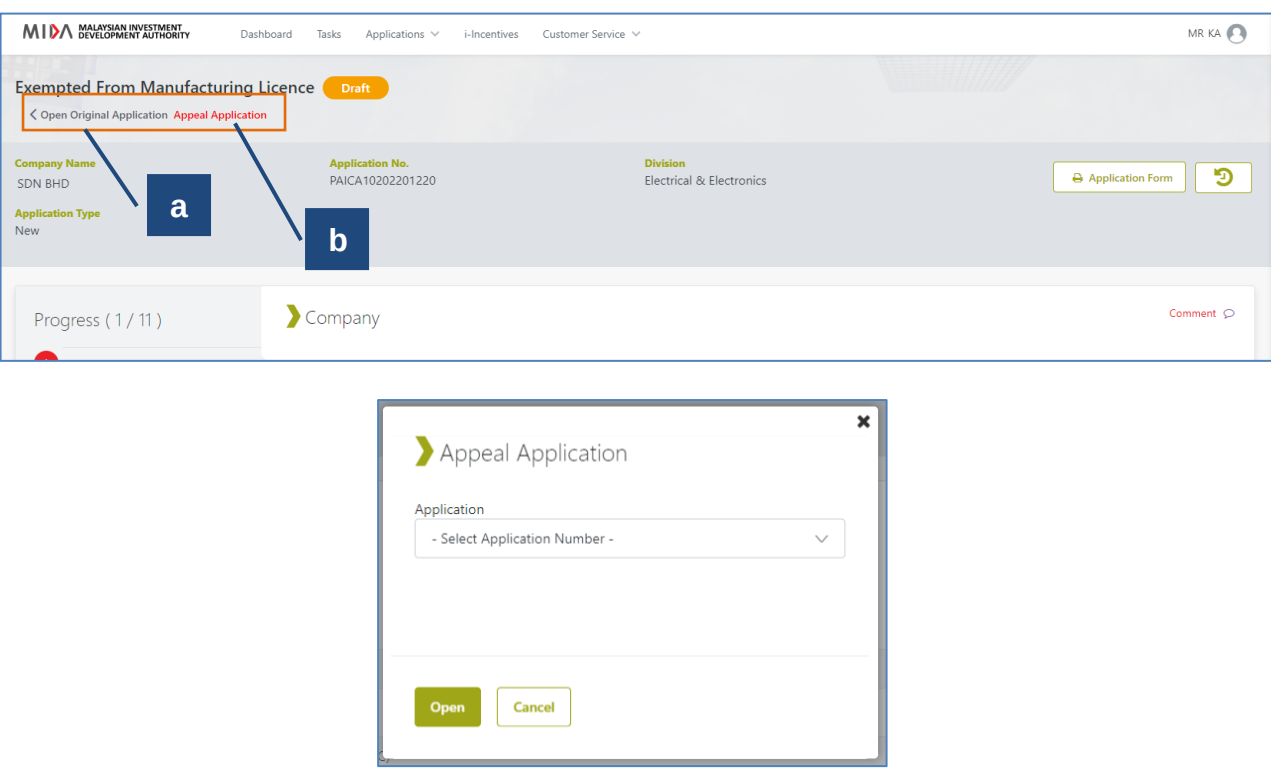
Click on the selected application. The system will redirect to the **'Application'** page.



2. Click the **[Appeal]** button on the application you wish to appeal. (Appeal can only be initiated for application that has been rejected in the Decision Letter).



3. System will request for confirmation to proceed. Once click **[Yes]**, the system will redirect the user to the **'Application Form'**.

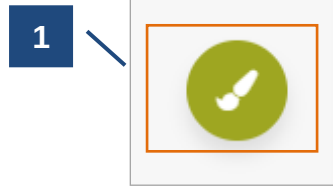


The screenshot displays the 'Exempted From Manufacturing Licence' application page. The top navigation bar includes 'Dashboard', 'Tasks', 'Applications', 'i-Incentives', and 'Customer Service'. The user 'MR KA' is logged in. The application status is 'Draft'. A red box highlights the 'Open Original Application' and 'Appeal Application' links. Two blue arrows, labeled 'a' and 'b', point to these links respectively. The application details show 'Company Name: SDN BHD', 'Application No.: PAICA10202201220', and 'Division: Electrical & Electronics'. A progress bar indicates 'Progress (1 / 11)' for the 'Company' step. A 'Comment' button is visible. A pop-up window titled 'Appeal Application' is shown, featuring a dropdown menu for 'Application' with the option '- Select Application Number -'. The pop-up has 'Open' and 'Cancel' buttons.

4. Additional feature for Appeal application:

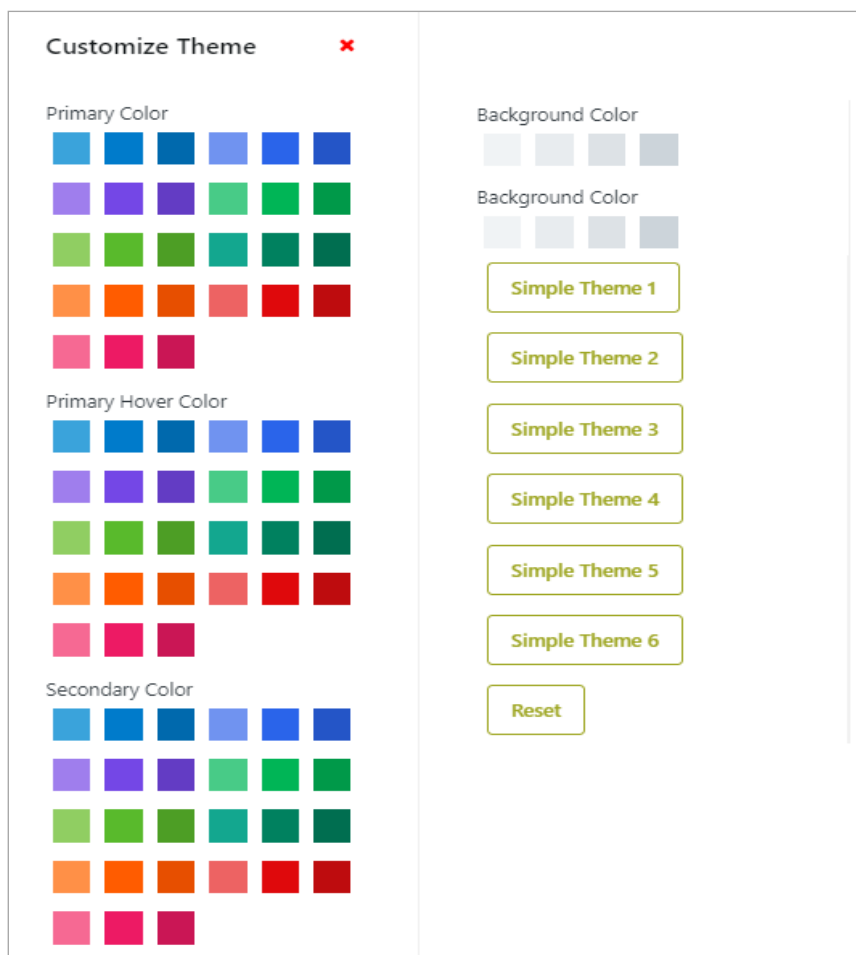
- Click **[Open Original Application]**, system will display the original application in a new tab.
- Click **[Appeal Application]**, system will pop-up a window for user to select the appeal application user wish to open. System will display the selected application in a new tab.

2.3.6 Colour Brush



1. Click the **[Color Brush]** icon

The customize theme screen shall be displayed.



The applicant should be able to customize the InvestMalaysia theme by clicking Primary, Hover, Secondary, and Background Color. Customize themes can be saved and can be changed anytime. The theme can be reset as a default theme by clicking the **'Reset'** button.

Chapter 3 APPLICATION FOR CONFIRMATION LETTER FOR A COMPANY EXEMPTED FROM MANUFACTURING LICENCE

1. Once user successful navigate to the Manufacturing Licence page :
 - a) Click the **[Create New Application]** button.
 - b) Then click the **[Exempted From Manufacturing Licence]** button.

(Refer to Chapter 2 Invest Malaysia Online Portal; 2.3.4 Applications)

Application List - ICA10

Search Filters

Application No./MRN No.
Search by Application No. /MRN No.

5 All, 3 Draft, 1 In Progress, 1 Completed

No.	Company Name	Application No.	MIDA Reference No.	Application Type	Submission Date	Acceptance Date	Decision Date
-----	--------------	-----------------	--------------------	------------------	-----------------	-----------------	---------------

2. The system will redirect to the **'Company'** section.

3.1 Company

 Company

Company Profile

Company Name

FA Industries Sdn Bhd

Registration Type

Registration Of Company (ROC)

Company Registration No.

0123456K

New SSM Company Registration No.

Date of Incorporation

10/10/2010

Income Tax Reference No.

ITRNFAISB001

EPF No.

ENFAISB001

SOCSSO No.

SNFAISB001

Registered Address

No. 5A, Jalan 51/217

Off Jalan Templer

Address 3

Country

Malaysia

State

Selangor

City

Petaling Jaya

Postcode

46050

☐ Same as Registered Address

Correspondence Address *

Address 1

Address 2

Address 3

Country *

Malaysia

State *

-Select State-

City *

-Select City-

Postcode *

00000

Company Email

Fax No.

Website *

www.fais.com.my

Total Employment *

650

Company Background *

Particular Board of Director *



No.	Name *	Nationality *	Shares Held in the Company
1.	Dato Mikael	Malaysia	100 %
			Total 100 %

Contact Person

No.	Title	Name	Designation	Email	Telephone No.	Fax No.
1.	Mrs.	Hasnah	Executive	publicusermida@gmail.com	0322676666	

Next

- Fill-in required details in:
 - Correspondence Address
 - Total Employment
 - Company Background
- Click the **[Next]** button
The system will redirect to the **'Next'** section.

3.2 Previous Approval Records

Previous Company Activity(s)/Project(s)
Comment

Approval of Manufacturing Licence(s) under the Industrial Coordination Act, 1975

No.	Reference No.	Licence No.	Serial No.	Effective Date	Product(s)/Activity(s)	Premise(s)/Factory Location(s)	Equity Condition	Export Condition	Filename
No items to show...									

Permit(s) under the Petroleum Development Act, 1974

No.	Reference No.	Permit No.	Serial No.	Date of Approval	Product(s)/Activity(s)	Premise(s)/Factory Location(s)	Filename
No items to show...							

Confirmation Letter(s) for a Company Exempted from Manufacturing Licence (ICA10)

No.	Reference No.	Date of Approval	Product(s)/Activity(s)	Premise(s)/Factory Location(s)	Filename
No items to show...					

OHQ/IPC/RDC/R&D/IILS/RE/RO Status Approved by MIDA

No.	Reference No.	Application Type	Date of Approval	Effective Date	Status Period (Year)	Product(s)/Activity(s)	Premise(s)/Factory Location(s)	Filename
No items to show...								

Incentive Approved by MIDA

No.	Reference No.	Type of Incentive	Date of Approval	Effective Date	Product(s)/Activity(s)	Incentive Status	Filename
No items to show...							

Grant Approved by MIDA

No.	Reference No.	Type of Grant	Effective Date	Grant Amount (RM)	Grant Period (Years)	Product(s)/Activity(s)	Grant Status	Filename
No items to show...								

Incentive Approved by Other Government Agencies

No.	Type of Incentive	Reference No.	Date of Approval	Effective Date	Ministry(s)/Agency(s)	Incentive Period (Years)	Product(s)/Activity(s)	Premise(s)/Factory Location(s) *
Add Record								

Grant Approved by Other Government Agencies

No.	Type of Grant	Reference No.	Effective Date	Ministry(s)/Agency(s)	Grant Amount (RM)	Grant Period (Years)	Product(s)/Activity(s)	Premise(s)/Factory Location(s)
Add Record								

Next

- Fill in required details in:
 - Incentive Approved by Other Government Agencies (if applicable)
 - Grant Approved by Other Government Agencies (if applicable)
- Click the **[Next]** button
The system will redirect to '**Next**' section.

3.3 Application Information

MIDA MALAYSIA INVESTMENT DEVELOPMENT AUTHORITY Dashboard Tasks Applications I-Incentives Customer Service Private Investment

< Back to Application List **Exempted From Manufacturing Licence** Draft

Company Name: MANUFACTURING INDUSTRIES SDN BHD Application No.: ICA10202100014 Application Form

Application Type: New

Progress (3 / 11)

- A Company
- B Previous Company Activity/Project
- C Application Information**
- D Project Cost
- E Project Financing
- F Manpower
- G Specific Industry

Application Information

Sector: Manufacturing

Industry Group: - Please Select -

Application Type: New

Proposed Project Location

No.	Project Location *	Country *	State *	City *	Postcode *	Industrial Area *	Remark
+ Add Record							

1. Sector is Manufacturing.

2. Go to Industry Group and click system will list down list of Industry Group. (Mandatory field)

Industry Group

- Please Select -

- Please Select -
- Agriculture, Forestry & Fishing
- Agriculture, Forestry & Fishing
- Basic Metal Products
- Beverages & Tobacco
- Chemicals & Chemical Products
- Distributive Trade
- Distributive Trade
- Education Services
- Electrical & Electronics Industry
- Fabricated Metal Products
- Financial Services
- Food Manufacturing
- Furniture & Fixtures
- Global Establishment
- Health Services
- Hotel & Tourism
- Hotel & Tourism
- Information and Communication
- Leather & Leather Products

3. Application type will be displayed as “New”.

Proposed Project Location

No.	Project Location *	Country *	State *	City *	Postcode *	Industrial Area *	Remark
+ Add Record							

4. Add project location by clicking the **Add Record** button. System will add a new row to fill in the project location.

Proposed Project Location

No.	Project Location *	Country *	State *	City *	Postcode *	Industrial Area *	Remark
1.	Address 1 Address 2 Address 3	Malaysia	- Select State -	- Select City -	Postcode	- Select Industrial	

 Add Record

5. Fill up all the information and click add button

- Address
- State
- City
- Postcode
- Industrial Area
- Remark *if applicable

Proposed Product(s)/Activity(s) by Project Location

Lot 185, Pengerang Refinery & Petrochemical Complex, , 81600 Pengerang, Johor, Malaysia

Proposed/Production Activity	MSIC Item *	HS Tariff Code *	Main Product/Activity *
 Add Record			

6. Add proposed product(s)/activity(s) by project location by clicking the Add Record button. System will add a new row to fill in the new product/activity.

Proposed Product(s)/Activity(s) by Project Location

Lot 185, Pengerang Refinery & Petrochemical Complex, , 81600 Pengerang, Johor, Malaysia

Proposed/Production Activity	MSIC Item *	HS Tariff Code *	Main Product/Activity *
	-		- Please Select -

 Add Record

7. Fill all the information : -

- Product/Activity
- MSIC Item (drop down list, filtered based on the selected Industry Group)
- Tariff Code

- Main Product/Activity (drop down list)

Proposed Project Location

No.	Project Location *	Country *	State *	City *	Postcode *	Industrial Area *	Remark
1.	Lot 197 Jalan Petronas 1 Pengerang Refinery and Petrochemical Complex Address 3	Malaysia	Johor	Pengerang	81600	Pengerang	

 Add Record

Proposed Product(s)/Activity(s) by Project Location

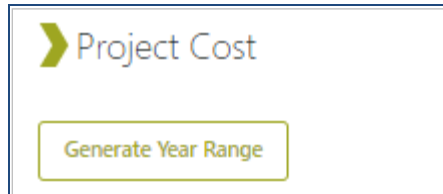
Lot 197 Jalan Petronas 1, Pengerang Refinery and Petrochemical Complex, , 81600 Pengerang, Johor, Malaysia

Proposed/Production Activity	MSIC Item *	HS Tariff Code *	Main Product/Activity *
Refinery and cracker to produce liquefied petroleum gas	20111 - Manufacture of liquefied or compressed inorganic industrial or medical gases	2020.10.0000	Main Product

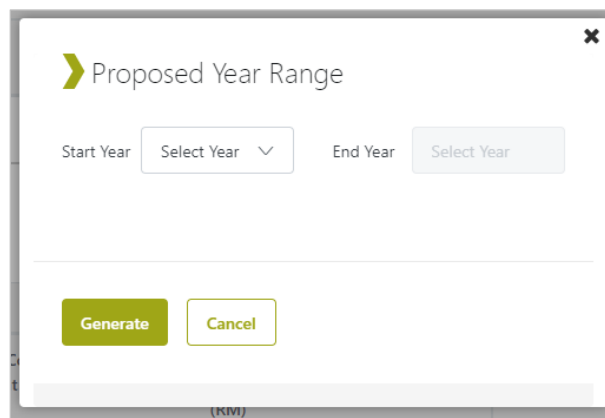
 Add Record

8. Click the **[Next]** button, system will redirect to '**Next**' section.

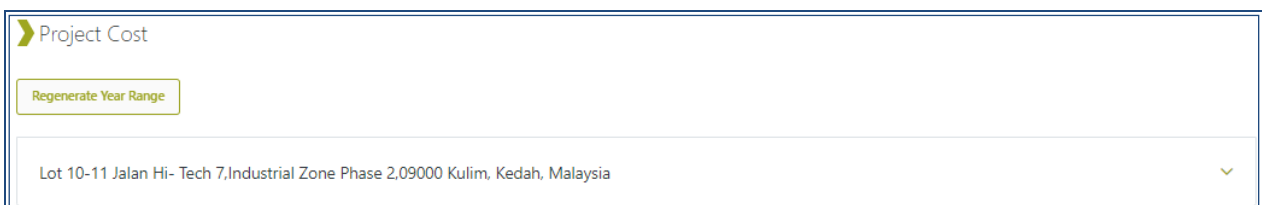
3.4 Project Cost



1. Generate Year Range – once applicant click the button, system will pop up the “proposed year range” screen



2. Applicant needs to add on start year and end year by click on ▼
3. Click generate to generate year range by location screen and cancel to revert to current screen



4. Click on the ▼ (expand) button to expand the Project Cost details.

Lot 10-11 Jalan Hi- Tech 7, Industrial Zone Phase 2, 09000 Kulim, Kedah, Malaysia

a

Cost

Year	Cost of Fixed Assets					Working Capital *		Pre-operational Expenditure *		Total Project Cost *	
	Land	Building/Factory/Premise	Plant & Machinery *	Other Equipment *	Other Cost *						
2021	0.00 hectare RM 0.00	0.00 m ² RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00
2022	0.00 hectare RM 0.00	0.00 m ² RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00

Total : 0.00

Other Costs of Fixed Assets

2021

2022

Total 0.00

Rental/Lease (if applicable)

b

Year	Land *	Building/Factory/Premise *	Plant & Machinery	Other Equipment	Other Cost	Total Rental/Lease
2021	0.00 hectare RM 0.00	0.00 m ² RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00
2022	0.00 hectare RM 0.00	0.00 m ² RM 0.00	RM 0.00	RM 0.00	RM 0.00	RM 0.00

Total : 0.00

Others Cost of Rental Lease

2021

2022

Total 0.00

Operational Expenditure

c

Year	Salary And Wages (RM)	Transportation Services (RM)	Business Travel (RM)	Insurance Services (RM)	Legal Services (RM)	ICT (RM)	Other Operation (RM)	Total (RM)	Percentage of Local Spending(%)
2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	RM 0.00	0.00
2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	RM 0.00	0.00

Total : 0.00

Other Operational Expenditure

2021

2022

Total 0.00

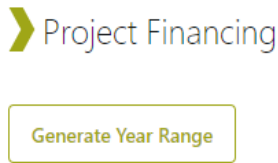
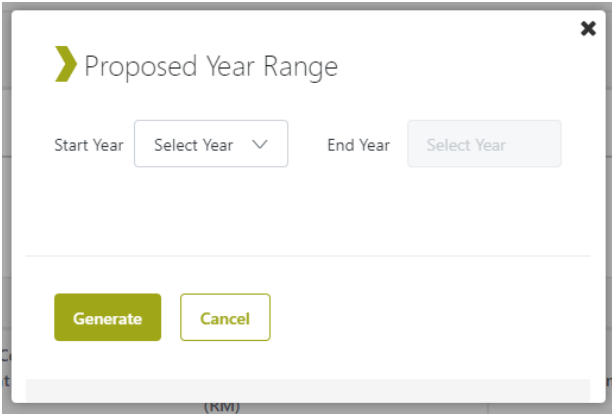
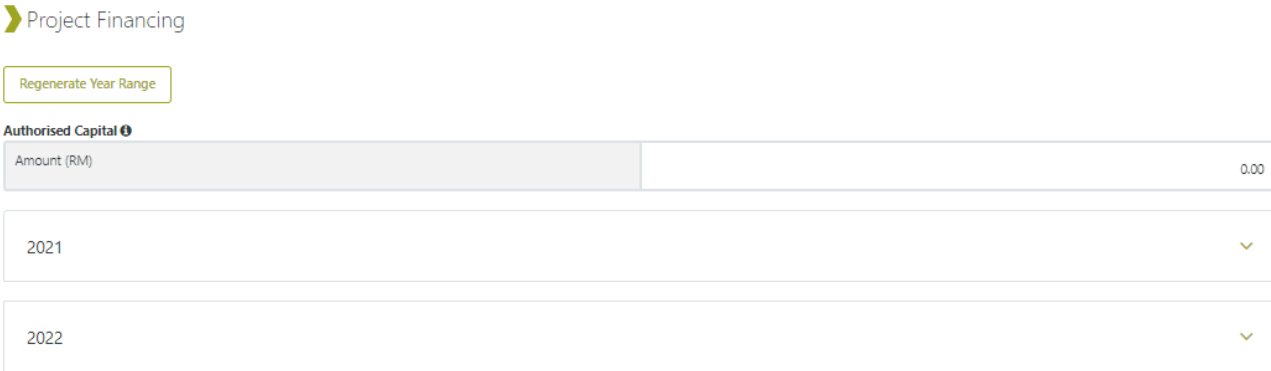
Next

5. Fill in required details in:

a) Cost

b) Rental/Lease (if applicable) c) Operational Expenditure
6. Click the [Next] button 7. The system will redirect to 'Next' section.

3.5 Project Financing

	
1. Generate Year Range – once applicant click the button, system will pop up “proposed year range” screen 	2. Applicant needs to add on start year and end year by click on ✓ 3. Click generate to generate year range by location screen and cancel to revert to current screen
	4. Regenerate year range – applicable for re generate year 5. Authorised Capital - Applicable for companies who incorporated before 31 January 2017

2021
Shareholders' Fund
(a) Paid-up Capital
(i) Malaysian Individuals

No.	Malaysian Individuals	Amount (RM)	(%)
1.	Bumiputera	0.00	0.00
2.	Non-Bumiputera	0.00	0.00
	Sub Total	0.00	0.00

(ii) Company Incorporated in Malaysia

No.	Company Name *	Amount (RM)	(%)
+ Add Record			
	Sub Total	0.00	0.00

(iii) Foreign Companies and Country of Origin

No.	Company Name *	Country *	Amount (RM)	(%)
+ Add Record				
	Sub Total		0.00	0.00

Total Paid-up Capital

Total (RM) of (i), (ii) and (iii) 0.00

(b) Reserves (excluding capital appreciation)

Total (RM) 0.00

Shareholder's Fund

Total (RM) of (a) and (b) 0.00

6. Fill in shareholder fund details in :

a) Paid-up Capital
b) Reserves(excluding capital appreciation)

Company Incorporated in Malaysia as indicated in (ii), please provide the equity structure as follows:

No.	Company Name	Local Company Type *	Amount (RM)	Bumiputera (%)	Non-Bumiputera (%)	Foreign Country (%)	Total (%)
1.	MANUFACTURING INDUSTRIES SDN BHD	-	0.00	0.00	0.00	Add Country	0.00

7. Company Incorporated in Malaysia as indicated in (ii please provide the equity structure as follows:

a) Required if "Company Incorporated in Malaysia"

Ultimate Parent/Holding Company for Foreign Company as indicated (iii):

No.	Company Name	Ultimate Company *	Country Of Origin *
1.	MANUFACTURING INDUSTRIES SDN BHD		-

8. Ultimate Parent/Holding Company for Foreign Company as indicated (iii):

- Required if “Foreign Companies”

Equity Structure

No.	Equity Structure	Amount (RM)	Percentage (%)
A.	Malaysian		
	Total Bumiputera	0.00	0.00
	Total Non-bumiputera	0.00	0.00
	Total Malaysian	0.00	0.00
B.	Foreign		
	Total Foreign	0.00	0.00
	Total Effective Equity Structure	0.00	0.00

9. For equity structure details, system will auto calculate depends on input above.

- Malaysian
- Foreign (if applicable)

Loan

1. Domestic Loan

Total (RM)	0.00	0.00%
------------	------	-------

Description (to insert details of the domestic loan such as type of loan, name of the loan provider etc)

2. Foreign Loan

No.	Country *	Amount (RM)	(%)
+ Add Record			

Description (to insert details of the foreign loan such as type of loan, name of the loan provider etc)

3. Total Loan

Total (RM)	0.00	0.00%
------------	------	-------

10. Fill in loan details in :

- Domestic Loan
- Foreign Loan
- Total Loan - will be auto calculate depends on input above

Other Sources				
No.	Other Sources *	Amount (RM)	(%)	
+ Add Record				
Total		0.00	0.00	

Total Financing				
Total Paid-up Capital (RM)	Total Reserves (RM)	Total Loan (RM)	Total Other Sources (RM)	Total Financing (RM)
0.00	0.00	0.00	0.00	0.00

11. Fill in other source details in

12. Total Financing will be will be auto calculate depends on input above.

13. Click the **[Next]** button.

The system will redirect to '**Next**' section.

3.6 Manpower

Manpower

Lot 10-11 Jalan Hi- Tech 7,Industrial Zone Phase 2,09000 Kulim, Kedah, Malaysia

1. Click on the (expand) button to expand the Manpower details.

Manpower

Lot 10-11 Jalan Hi- Tech 7,Industrial Zone Phase 2,09000 Kulim, Kedah, Malaysia

Download Excel Template
 Upload Excel

No.	Position *	Qualification *	Major *	Course *	Experience *	Citizenship *	Average Monthly Salary (RM) *	Number of Staff *
Add Record								

- I. Fill in required details in **'Manpower'**
- II. Click the **[+Add Record]**
- III. The system will add a new row to insert the details.

Download Excel Template
 Upload Excel

No.	Position *	Qualification *	Major *	Course *	Experience *	Citizenship *	Average Monthly Salary (RM) *	Number of Staff *
1	-Select Position-	-Select Qualificat	-Select Major-		-Select Experienc	-Select Citizenshi	0.00	
Add Record								

- IV. Fill in required details:
 - a) Position
 - b) Qualification
 - c) Major
 - d) Course
 - e) Experience
 - f) Citizenship
 - g) Average Salary per Month (RM)
 - h) Number of Staff

V. Click  button to save. The system will save and display the manpower details.

VI. Click  button to cancel. The system will clear the active row.

VII. Click  button to delete the selected record.

2. Click the **[Next]** button

The system will redirect to '**Next**' section.

3.7 Specific Industry

Specific Industry

List of Machinery/Equipment/Others

Description	Type *	Unit *	New or Used *	Function	Country of Origin *	Cost (RM) *
 1						
Column Function ⓘ						

Lot 10-11 Jalan Hi- Tech 7, Industrial Zone Phase 2, 09000 Kulim, Kedah, Malaysia

1. Click **[+Add Record]** button

Specific Industry

List of Machinery/Equipment/Others

Description	Type *	Unit *	New or Used *	Function	Country of Origin *	Cost (RM) *
	Select Type		-Select-		Select Option	0.00
  						
						

Column Function ⓘ

Lot 10-11 Jalan Hi- Tech 7, Industrial Zone Phase 2, 09000 Kulim, Kedah, Malaysia

2. Fill in all information:

a. Description

- b. Type
- c. Unit
- d. New or Used
- e. Function
- f. Country of Origin
- g. Cost (RM)

3. Click  button to save. The system will save and display the manpower details.

4. Click  button to cancel. The system will clear the active row.

5. Click  button to delete the selected record.

6. Click **[+Add Record]** to add additional machine (if applicable)

Lot 10-11 Jalan Hi- Tech 7, Industrial Zone Phase 2, 09000 Kulim, Kedah, Malaysia

7. Click on the  (expand) button to expand the project location details.

Lot 10-11 Jalan Hi- Tech 7, Industrial Zone Phase 2, 09000 Kulim, Kedah, Malaysia

Proposed Product/Activity for First 3 Years

Products / Activities	Unit of Measurement	Production Schedule						Maximum annual production capacity per 8-hour shift	Market			Major Customer	Major Export Destination
		Year 1		Year 2		Year 3			Domestic (%)	Export (%)	LMW / FZ (%)		
		Quantity	Ex-factory Value (RM)	Quantity	Ex-factory Value (RM)	Quantity	Ex-factory Value (RM)						
Iron rod	- Select Unit of Measu	0	0.00	0	0.00	0	0.00		0.00	0.00	0.00		

Product Pricing Details

Factory Price for Each Product	Cost of Local Raw Materials/ Components (%)	Cost of Imported Raw Materials/ Component (%)	Cost of Energy and Fuel (%)	Cost of Labour (%)	Depreciation (%)	Interest Payments, Indirect Taxes, Quit Rent & etc (%)	Administrative and Marketing Cost (%)	Cost of Technology (Including Royalty, management services and other related cost) (%)	Manufacturing Profit (%)	Total (%)	Value Add (%)	Local Content (%)
Iron rod	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

8. Fill in the details for:

- a. Proposed Product/Activity for First 3 Years
- b. Product Pricing Details

Proposed Product/Activity for First 3 Years

Products / Activities	Unit of Measurement	Production Schedule						Maximum annual production capacity per 8-hour shift	Market			Major Customer	Major Export Destination
		Year 1		Year 2		Year 3			Domestic (%)	Export (%)	LMW / FZ (%)		
		Quantity	Ex-factory Value (RM)	Quantity	Ex-factory Value (RM)	Quantity	Ex-factory Value (RM)						
Iron rod	- Select Unit of M	0	0.00	0	0.00	0	0.00		0.00	0.00	0.00		
 													

Product Pricing Details

Factory Price for Each Product	Cost of Local Raw Materials/ Components (%)	Cost of Imported Raw Materials/ Component (%)	Cost of Energy and Fuel (%)	Cost of Labour (%)	Depreciation (%)	Interest Payments, Indirect Taxes, Quit Rent & etc (%)	Administrative and Marketing Cost (%)	Cost of Technology (including Royalty, management services and other related cost) (%)	Manufacturing Profit (%)	Total (%)	Value Add (%)	Local Content (%)
Iron rod	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
 												

9. Click item in the Proposed Product/Activity, system will allow applicant to fill in the details.

10. Click item in the Product Pricing Details, system will allow applicant to fill in the details.

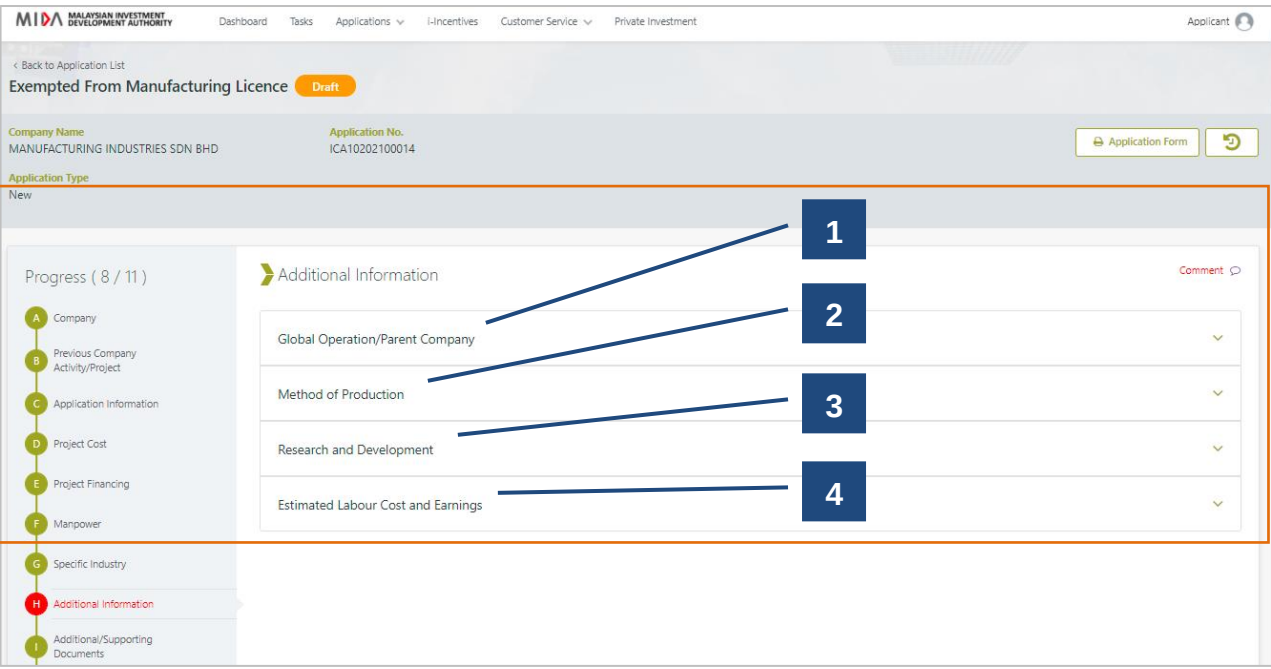
11. Click  button to save. The system will save and display the manpower details.

12. Click  button to cancel. The system will clear the active row.

13. Click  button to delete the selected record.

14. Click the **[Next]** button, system will redirect to '**Next**' section.

3.8 Additional Information



The screenshot displays the 'Exempted From Manufacturing Licence' application form in a 'Draft' state. The header includes the MIDA logo and navigation links. The company name is 'MANUFACTURING INDUSTRIES SDN BHD' and the application number is 'ICA10202100014'. The application type is 'New'. The 'Additional Information' section is highlighted with a red box and contains four numbered callouts: 1. Click on the expand button (chevron) to expand the Global Operation/Parent Company section. 2. Fill in the information for Global Operation/Parent Company. 3. Fill in the information for Method of Production. 4. Fill in the information for Research and Development. The form also includes a progress bar on the left showing 8 out of 11 steps completed, with 'Additional Information' being the current step.

1. Click on the  (expand) button to expand the Global Operation/Parent Company section. Fill in the information. (if applicable)

Global Operation/Parent Company

Name of Company

Year Founded

2021

Headquarters Location

Address 1

Address 2

Address 3 (Optional)

Country

- Select Country -

State

City

Postcode

Activity

Group Of Companies

Overseas Office Address

Address 1

Address 2

Address 3 (Optional)

Country

- Select Country -

State

City

Postcode

Key Management Team

No.	Name *	Designation *
Add Record		

Annual Sales (RM)

0.00

Operating Profit (RM)

0.00

Capital (RM)

0.00

2. Click on the  (expand) button to expand the Method of Production section. Following are the mandatory sections:

- i. Table (d) Raw Materials and Components
- ii. Table (e) Market

Method of Production

a. Details on Emission of Pollutants

Please provide details on emission of pollutants		
Point Of Emission	Type of Pollutants	Quantity
 Add Record		

b. Sources of Technical Know-How

Name of Supplier	Address of Supplier *	Country *	State *	City *	Postcode
 Add Record					

c. Pollution Control Equipment

Description	Type *	Unit *	Function	Country of Origin *	Cost (RM) *
 Add Record					

d. Raw Materials and Components

Raw materials and components	HS Tariff Code	Quantity Per Annum *	Unit of Measurement (UOM)	Value Per Annum (RM) *			
					% of Value	Name	Address
 Add Record							

e. Market

Products/ produce/ activities New	Market %			Principal Consumers/Export Destinations
	Year 1	Year 2	Year 3	
Free Zone (FZ) / Licence Manufacturing Warehouse (LMW)	0.00	0.00	0.00	
Own Consumption	0.00	0.00	0.00	
Domestic Market	0.00	0.00	0.00	
Export Market	0.00	0.00	0.00	
Total	0.00	0.00	0.00	

3. Click on the  (expand) button to expand the Research and Development section. Fill in the information. (if applicable)

Research and Development

a. Research and Development Activity

*Company must comply with the new R&D definition under the Investment Promotions Act, 1986 as announced in Finance Act 2018

Title of Project/Activity	Objective	Date of Commencement and duration
+ Add Record		

b. Job Function

Designation	Job Function
+ Add Record	

c. Collaboration with Local Universities/Research Institutes/Companies (If any)

Please indicate if your company plans to collaborate with Local Universities/Research Institutes/Companies

Yes

No.	Name of Universities/Research Institutes/Companies	Type of Collaboration
+ Add Record		

d. Creation, Filing & Registration of Intellectual Properties (IPs) (If any)

Please indicate if your company plans to create \, file or register Intellectual Properties (IPs)

Yes

-Please Select-

e. Type of Intellectual Property (IP) developed, filed and registered

No.	Type of IP	Date of Filing	Date of Registration	Registration Authority i.e Malaysia Intellectual Property (MyIPO), Intellectual Property of Singapore (IPOS)
+ Add Record				

*Please attach the Registration Certificate

f. If company owns and derives Intellectual Property (IPs) income, please provide information as below

No.	Type of IP i.e Patent, License, Copyrighted Software	Type of IP Expenditure	Annual Income (RM)	Percentage of IP cost embedded in the product pricing (%)
+ Add Record				

g. If company use licensing or purchasing of Intellectual Property (IP) from other parties, please provide information as below

No.	Type of IP	Owner of IP	Country	Form of Payment for Licensing i.e Fees or Royalty	Form of Payment for Purchasing i.e Lump Sum Payment or by Progress	Licensing/Acquisition Cost (RM)
+ Add Record						

h. Annual Operational Expenditure

No.	Item	Existing Product/Activities (RM)	Additional Products/Activities		
			Year 1 (RM)	Year 2 (RM)	Year 3 (RM)
1.	Cost of Raw Materials/Components Used in R&D	0.00	0.00	0.00	0.00
2.	Payment for Technical Services	0.00	0.00	0.00	0.00
3.	Salary and Allowance for Personnel Involved Directly in the Research Project	0.00	0.00	0.00	0.00
	Other Cost :-	0.00	0.00	0.00	0.00
	a. Travelling Cost of R&D personnel				
	b. Transportation Cost of Raw Materials	0.00	0.00	0.00	0.00
	c. Rental and Maintenance of Buildings, Machinery and Equipment	0.00	0.00	0.00	0.00
	d. Prototyping of product(s)	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00

i. Main Machinery and Equipment for Research and Development (R&D)

Description	Function	Unit	Cost (RM)
 Add Record			

j. Expenses over Gross Sales

Products/Produce/Activities	Annual Gross Sales for Existing Products/Activities (RM)	Year 1 (RM)	Year 2 (RM)	Year 3 (RM)
Iron rod	0.00	0.00	0.00	0.00

4. Click on the  (expand) button to expand the Estimated Labour Cost and Earnings section. Following are the mandatory sections:

- i. Table (a) Estimated Labour Cost
- ii. Table (b) Estimated Earnings

Estimated Labour Cost and Earnings

a. Estimated Labour Cost

Year in Operation	Salaries and Wages (RM) *
Include wages, salaries, bonuses, social insurance contribution and employee benefits for total employees	
2021	0.00
2022	345,000.00

b. Estimated Earnings

Year In Operation	Projected Earnings before Interest, Tax, Depreciation & Amortization (EBITDA) (RM) *	Projected Net Income After Tax			Total (%)
		Held in Malaysia as reserves (%)	Remitted out of Malaysia (%)	Reinvested in Malaysia (%)	
2021	0.00	0.00	0.00	0.00	0.00
2022	0.00	0.00	0.00	0.00	0.00

c. Utility Requirement for Project

Projection of electricity requirement		
Year *	Maximum Demand (kW-Kilowatt) *	Remarks
 Add Record		

Projection of water requirement		
Year *	Maximum Demand (MLPD - Million Liter Per Day) *	Remarks
 Add Record		

Projection of gas requirement		
Year *	Maximum Demand (MMbtu - One Million British Thermal Units) *	Remarks
 Add Record		

Projection of broadband (internet) requirement		
Year *	Maximum Demand (Mbps - Megabyte per second) *	Remarks
 Add Record		

5. Click the **[Next]** button, system will redirect to **'Next'** section.

3.9 Company Operation and Technology

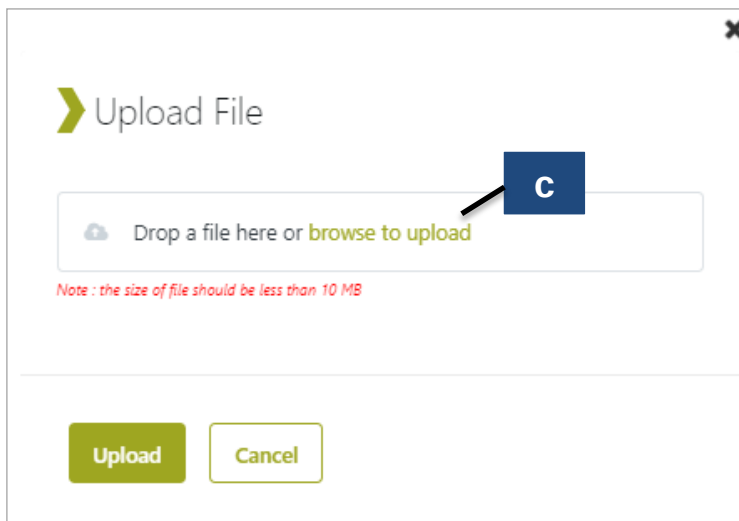
1. This section is mandatory to select and upload file at least 1 category

+ Add New Operation / Activity

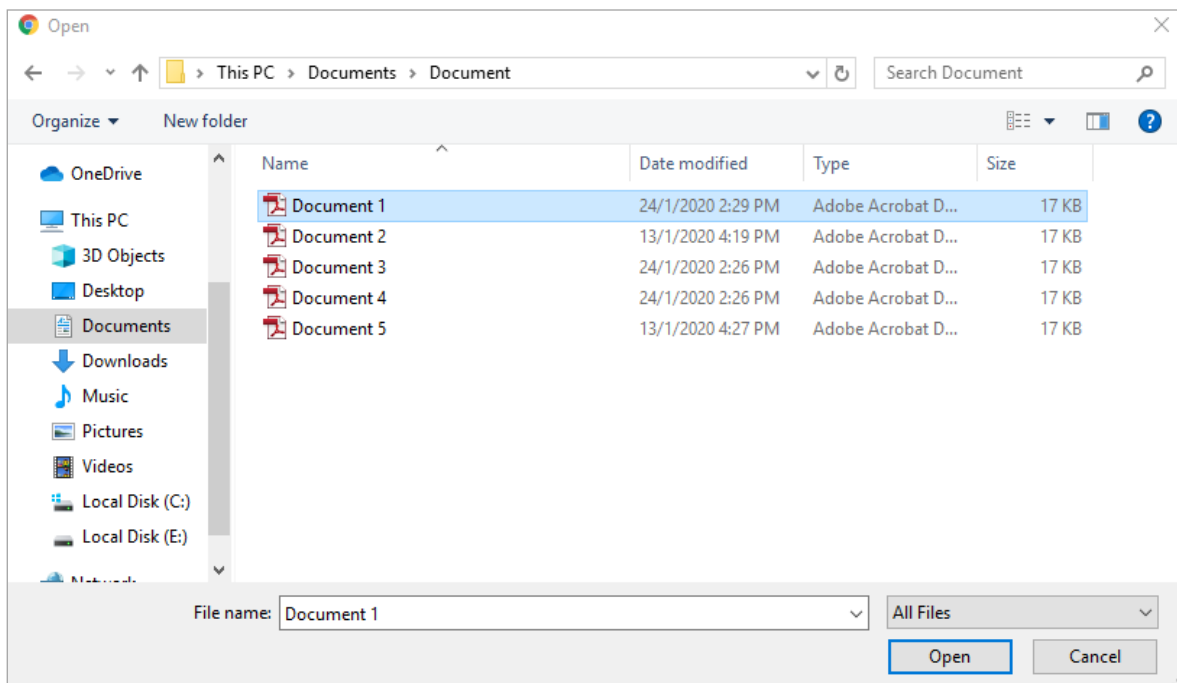
Selection	Operation / Activity	File Name
☐	OEM (Original Equipment Manufacturer)	Upload File
☐	ODM (Original Design Manufacturer)	Upload File
☐	Contract Manufacturing	Upload File
☐	Undertake Research and Development R&D Activity	Upload File
☐	Undertake Design and Development R&D Activity	Upload File
☐	Adoption and Technology	Upload File
☐	Automation	Upload File
☐	Biomass	Upload File
☐	Recycled Material / Components	Upload File
☒	Quality Projects	Upload File
☐	Knowledge Based	Upload File
☐	Simulation	Upload File
☐	Additive Manufacturing	Upload File
☐	Cybersecurity	Upload File
☐	Cloud Computing	Upload File
☐	Internet of Things (IoT)	Upload File
☐	Big Data Analytics	Upload File
☐	Autonomous Robot	Upload File
☐	System Integration	Upload File
☐	Augmented Reality	Upload File
☐	Artificial Intelligence	Upload File
☐	Advanced Materials	Upload File

a) Tick the Operation/Activity selection that user wish to upload document

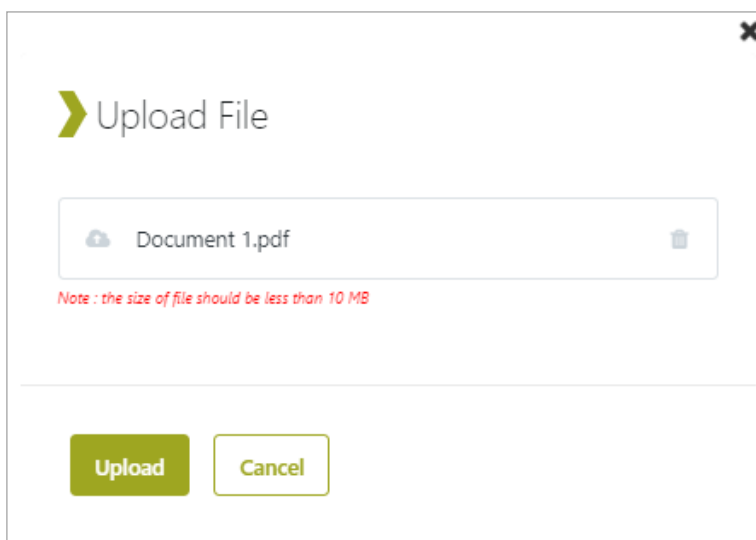
b) Click the **[Upload File]** link to upload document. The system will display pop-up message **'Upload File'**



- c) Click the '**browse to upload**'
- d) The system will open the windows file upload.



- e) Select a file and click [**Open**] button
- f) The system will display the filename and ready to be uploaded.



g) Click the **[Upload]** button

h) The system will display the filename at **'Supporting Document'**.

Company Operation and Technology

[+ Add New Operation / Activity](#)

Selection	Operation / Activity	File Name
☒	OEM (Original Equipment Manufacturer)	diversification.jpg View Download Upload New File

5. If applicant have additional category, applicant should [+ Add New Operation / Activity](#)

6. Click the **[Next]** button

The system will redirect to the **'Next'** section.

3.10 Supporting Documents

 Supporting Documents

Note: Supported file format:
We accept the following files under 10MB size and file name under 300 characters:
Acrobat (.pdf) , Excel (.xls, .xlsx) , PowerPoint (.ppt, .pptx) , Word (.doc, .docx) , Images (.jpg, .jpeg, .gif, .tiff)

[+ Add New Document](#)

No.	Documents to be submitted	Filename
1.	Audited financial statement at least for one year *	File Upload
2.	Business Premise License from the Local Authority. This is applicable to a company exempted from Manufacturing License under the Industrial Coordination Act 1975 *	File Upload
3.	Manufacturing License issued under the Industrial Coordination Act 1975, or Confirmation Letter for a Company Exempted from Manufacturing License under the Industrial Coordination Act 1975 from MIDA (PDA) *	File Upload
4.	Manufacturing Process flow chart *	File Upload

1. Upload mandatory document (denoted as ‘*’ sign) by click **[Upload File]**
2. The system will display pop-up message ‘**Upload File**’

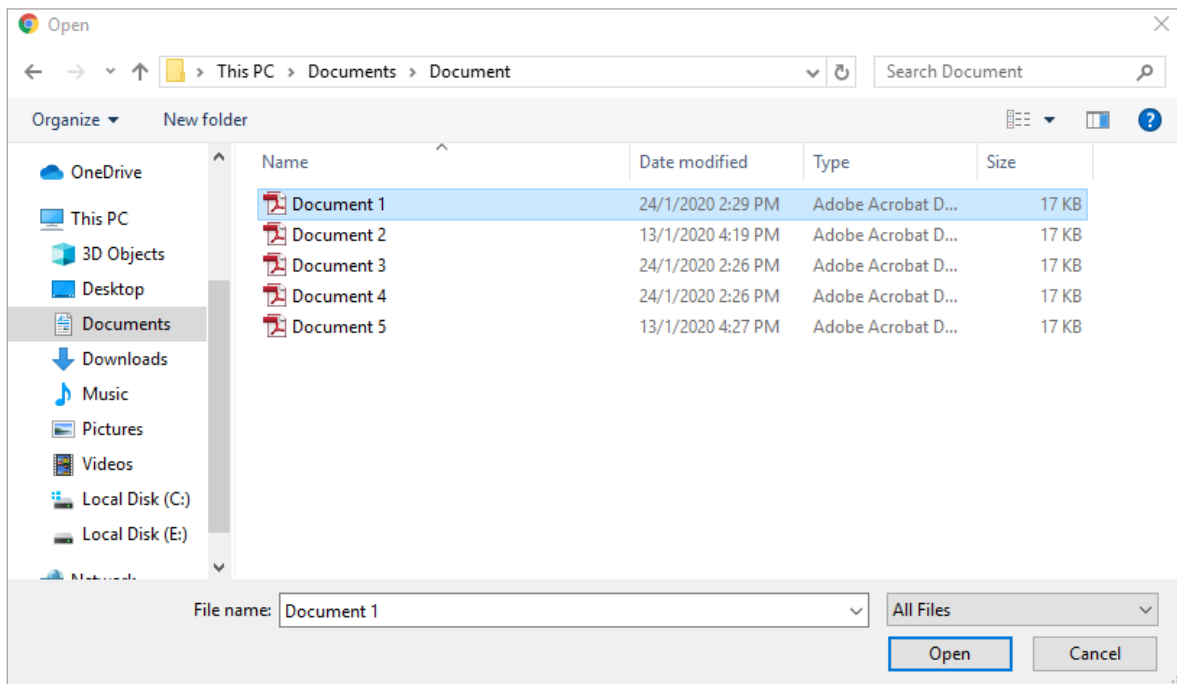
 Upload File

 Drop a file here or [browse to upload](#)

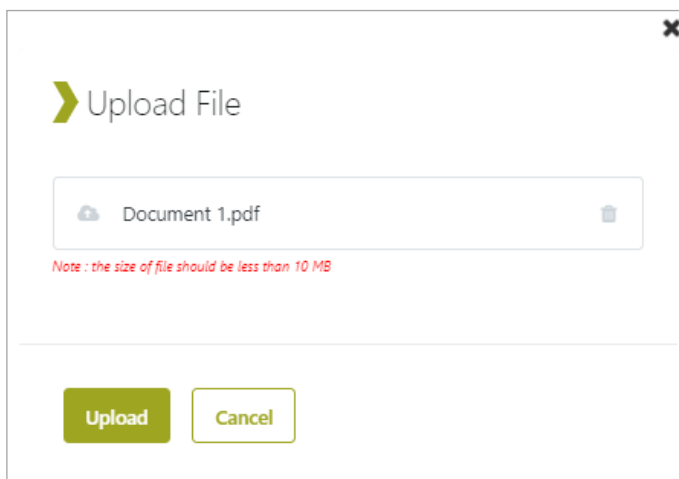
Note : the size of file should be less than 10 MB

[Upload](#)
[Cancel](#)

3. Click the ‘**browse to upload**’
4. The system will open the windows file upload.



5. Select a file and click **[Open]** button
6. Then system will display the filename and ready to be uploaded.



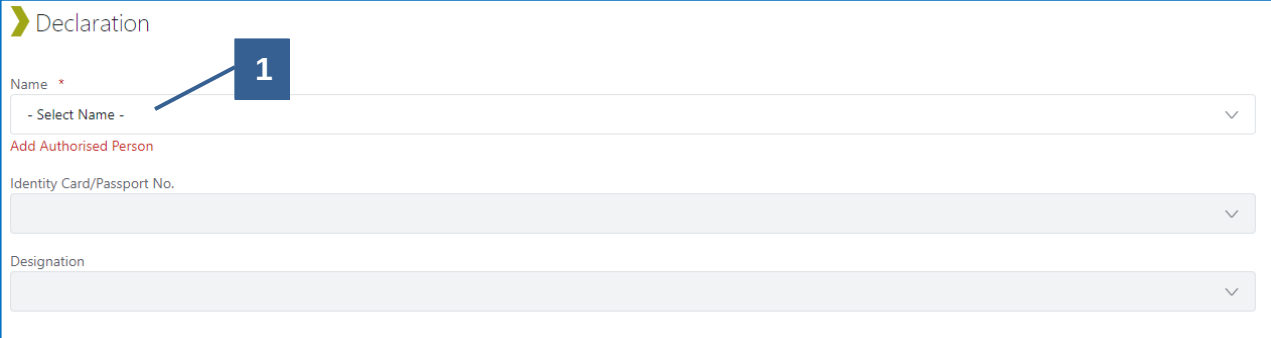
7. Click the **[Upload]** button
8. The system will display the filename at **'Supporting Document'**.



9. Click the **[Next]** button

The system will redirect to the '**Next**' section.

3.11 Declaration



Declaration

Name * 1

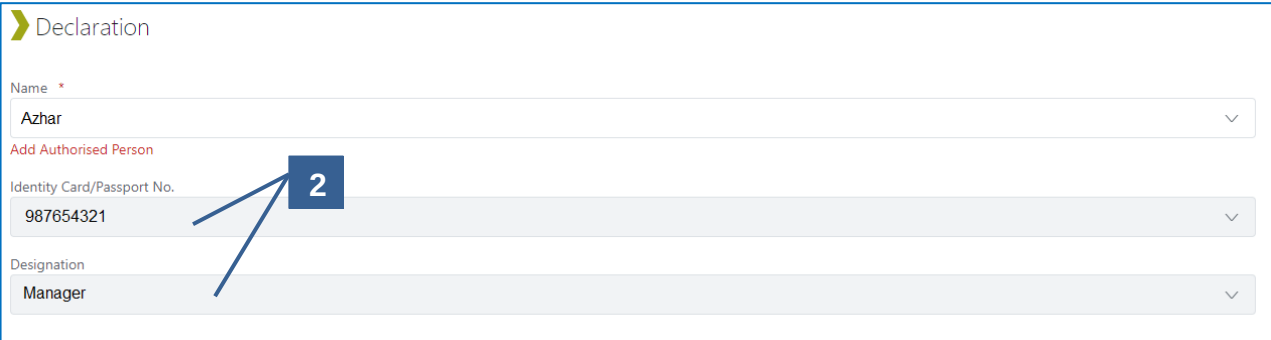
- Select Name -

Add Authorised Person

Identity Card/Passport No.

Designation

1. Click the dropdown '**Name**'. Select an Authorised Person from the dropdown list.



Declaration

Name *

Azhar

Add Authorised Person

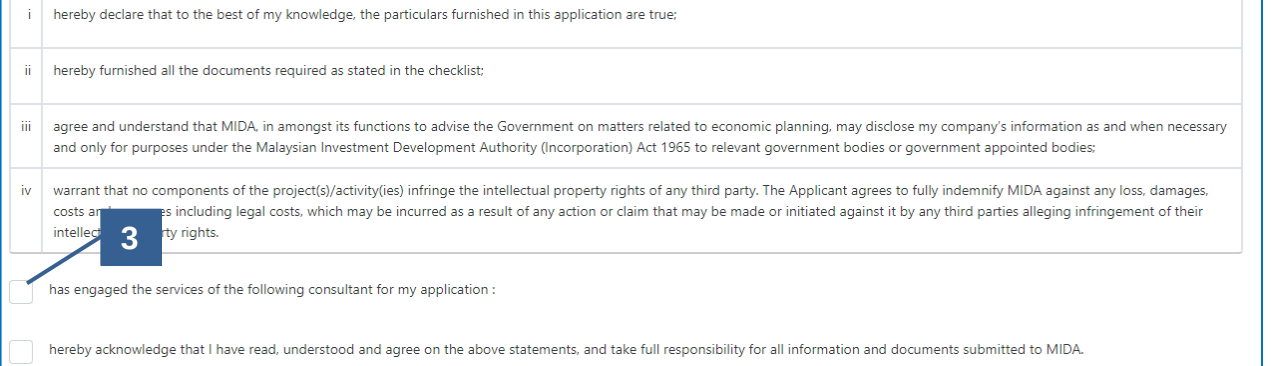
Identity Card/Passport No. 2

987654321

Designation

Manager

2. The system will auto-fill:
 - a) Identity No./Passport No.
 - b) Designation



i hereby declare that to the best of my knowledge, the particulars furnished in this application are true;

ii hereby furnished all the documents required as stated in the checklist;

iii agree and understand that MIDA, in amongst its functions to advise the Government on matters related to economic planning, may disclose my company's information as and when necessary and only for purposes under the Malaysian Investment Development Authority (Incorporation) Act 1965 to relevant government bodies or government appointed bodies;

iv warrant that no components of the project(s)/activity(ies) infringe the intellectual property rights of any third party. The Applicant agrees to fully indemnify MIDA against any loss, damages, costs and expenses including legal costs, which may be incurred as a result of any action or claim that may be made or initiated against it by any third parties alleging infringement of their intellectual property rights.

☐ has engaged the services of the following consultant for my application :

☐ hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.

3. Tick the checkbox if engaging consultant services.

☒ has engaged the services of the following consultant for my application :

4

Company Name *

Address *

State * City * Postcode *

- Select State - - Select State -

Name *

Designation *

Phone No. * Fax No.

Email Address *

Website

4. Fill in Consultant details such as:

- (a) Company Name
- (b) Address
- (c) State
- (d) City
- (e) Postcode
- (f) Name
- (g) Designation
- (h) Phone No.
- (i) Fax No.
- (j) Email Address
- (k) Website

i	hereby declare that to the best of my knowledge, the particulars furnished in this application are true;
ii	hereby furnished all the documents required as stated in the checklist;
iii	agree and understand that MIDA, in amongst its functions to advise the Government on matters related to economic planning, may disclose my company's information as and when necessary and only for purposes under the Malaysian Investment Development Authority (Incorporation) Act 1965 to relevant government bodies or government appointed bodies;
iv	warrant that no components of the project(s)/activity(ies) infringe the intellectual property rights of any third party. The Applicant agrees to fully indemnify MIDA against any loss, damages, costs and expenses including legal costs, which may be incurred as a result of any action or claim that may be made or initiated against it by any third parties alleging infringement of their intellectual property rights.

☐ has engaged **5** services of the following consultant for my application :

☐ hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.

5. Tick the checkbox to agree with the terms and conditions stated in the **'Declaration'** section.

☒ hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.

6

6. Click the **[Save]** button. The system will display a success message.



In Progress

7

Company Name Application No. Division

Progress (5 / 5)

- A Company
- B Previous Company Activity/Project
- C Application
- D Additional/Supporting Documents
- E Declaration**

Declaration

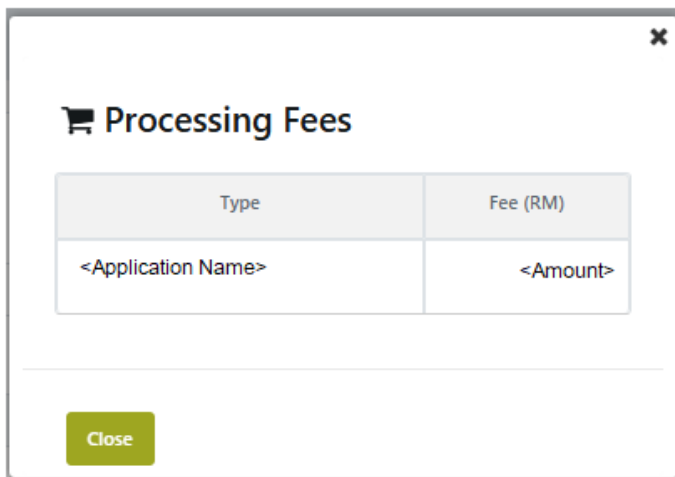
Name *
- Select Name -

Identity Card/Passport No.
-

Designation
Managing Director

I hereby agree that this application can be closed by MIDA if the application under my purview is non-responsive to the requested information within the stipulated period.

☒ hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.

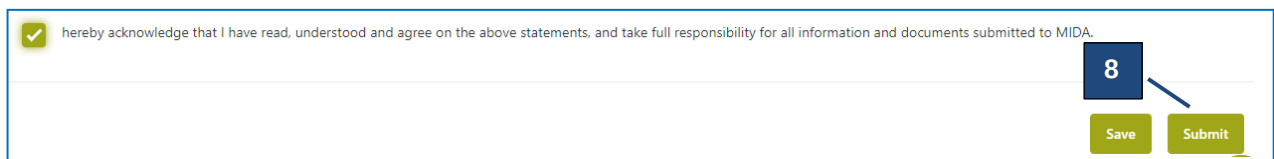


Processing Fees

Type	Fee (RM)
<Application Name>	<Amount>

Close

7. To check the application processing fee in the application header, click the [Processing Fee] button.

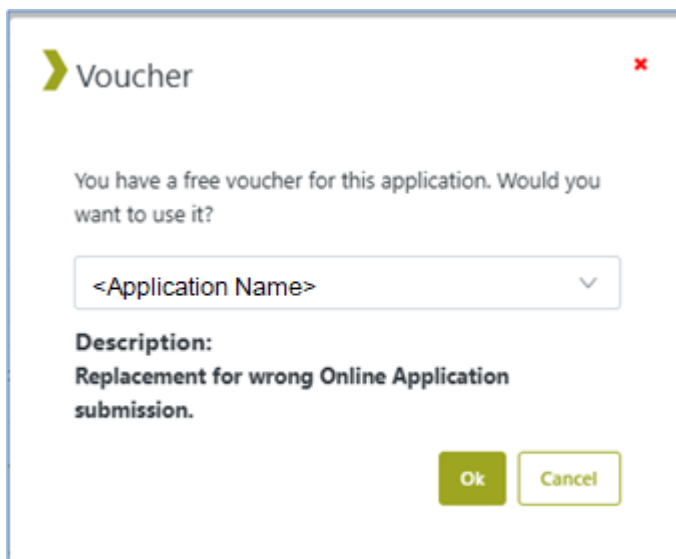


☒ hereby acknowledge that I have read, understood and agree on the above statements, and take full responsibility for all information and documents submitted to MIDA.

8

Save Submit

8. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company has a free voucher, allowing it to be applied.



Voucher

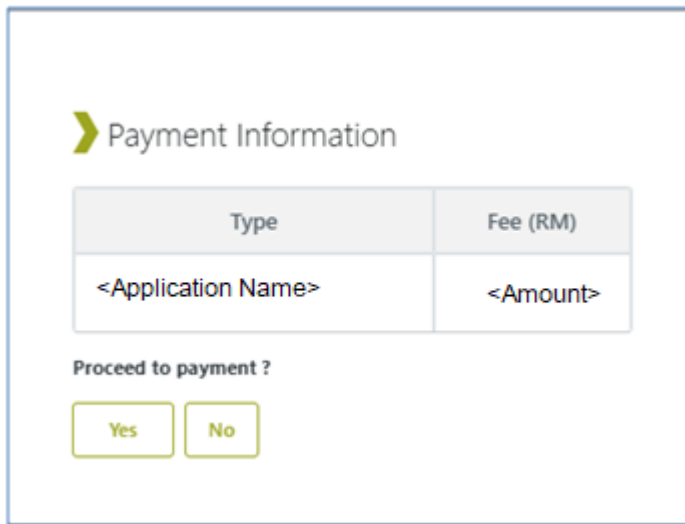
You have a free voucher for this application. Would you want to use it?

<Application Name>

Description:
Replacement for wrong Online Application submission.

Ok Cancel

9. Click the **[Submit]** button, and a popup message will appear if the application requires a submission fee and the company either does not have a free voucher or has chosen not to use it.



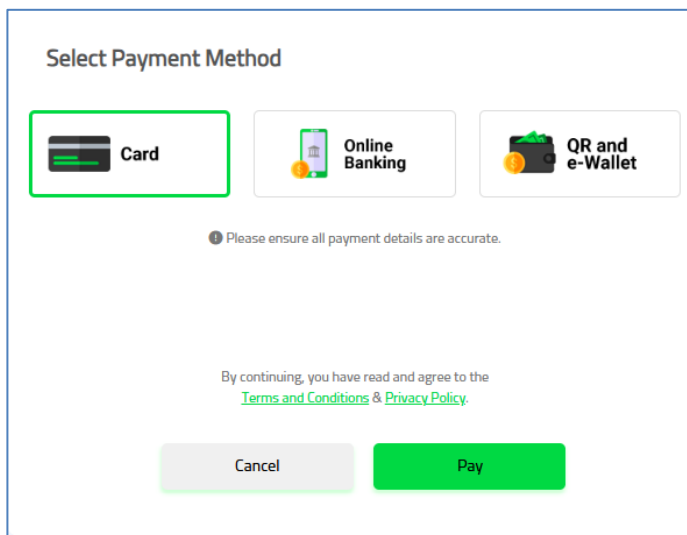
The screenshot shows a 'Payment Information' screen. At the top, there is a green arrow icon followed by the text 'Payment Information'. Below this is a table with two columns: 'Type' and 'Fee (RM)'. The first row of the table contains the placeholders '<Application Name>' and '<Amount>'. Below the table, the text 'Proceed to payment ?' is displayed. At the bottom, there are two buttons: 'Yes' and 'No'.

Type	Fee (RM)
<Application Name>	<Amount>

Proceed to payment ?

Yes No

10. If the company clicks [Yes] to proceed with payment, the system will display the payment screen for the company to select payment option and click on [Pay] to make the payment.



The screenshot shows a 'Select Payment Method' screen. At the top, the text 'Select Payment Method' is displayed. Below this are three payment options, each with an icon and a label: 'Card' (with a credit card icon), 'Online Banking' (with a smartphone icon), and 'QR and e-Wallet' (with a QR code icon). The 'Card' option is highlighted with a green border. Below these options, a small text line reads: 'Please ensure all payment details are accurate.' Further down, a text line states: 'By continuing, you have read and agree to the [Terms and Conditions](#) & [Privacy Policy](#).' At the bottom, there are two buttons: 'Cancel' and 'Pay'.

Select Payment Method

Card Online Banking QR and e-Wallet

Please ensure all payment details are accurate.

By continuing, you have read and agree to the [Terms and Conditions](#) & [Privacy Policy](#).

Cancel Pay

11. If the company select Card as payment option.

We accept



Amount MYR 1.00

Pay with new card

Card Number

1234 5678 9123 4567

Expiry Date CVV

MM / YY

Pay Now

12. If the company select Online Banking as payment option.

Select Payment Method

 Card

 Online Banking

 QR and e-Wallet

Please ensure all payment details are accurate.

Select Bank

By continuing, you have read and agree to the [Terms and Conditions](#) & [Privacy Policy](#).

Cancel Pay

13. If the company select QR and e-Wallet as payment option.

Select Payment Method  Card  Online Banking  QR and e-Wallet ⓘ Please ensure all payment details are accurate. Select e-Wallet ▾ By continuing, you have read and agree to the Terms and Conditions & Privacy Policy. Cancel Pay	
14. A popup message will appear to verify the Digicert if the payment has been made or if the application does not require a processing fee.	
15. Click the [Submit] button and a popup message will appear to verify the Digicert.	
 Verify Digicert IC/Passport 987654321 PIN ***** Confirm Cancel	

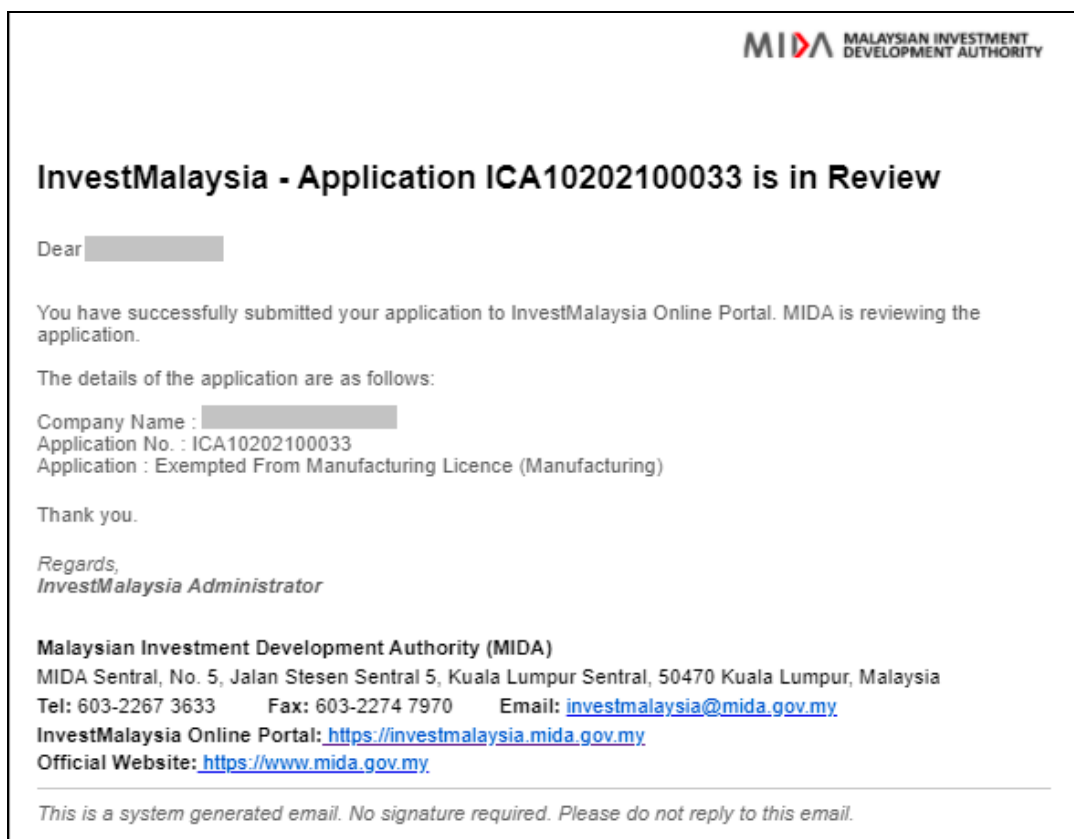
16. Click the **[Cancel]** button system will return to the **'Declaration'** section.

17. Insert PIN and click the **[Confirm]** button

18. The system will display a success message.

✔ Application ICA10202201128 has been submitted ✖

19. The system will show the above pop-up message as the submission is successful. Now the user may wait for the notification email from MIDA regards the further process.



3.12 Print Preview Application Form

1. Click on the **[Application Form]** button.

Company Name	MANUFACTURING INDUSTRIES SDN BHD		
Registration Type	Registration Of Company (ROC)		
Company Registration No.	70009-X	New SSM Company Registration No.	
Date of Incorporation	13/01/2016	Income Tax Reference No.	ITRNMISB001
EPF No.	ENMISB001	SOCSSO No.	SNEISB001
Registered Address	LOT 8200 JALAN 12/KU20, TAMAN PERINDUSTRIAN KAPAR BESTARI, Kapar, 42200 Selangor, Malaysia		
Correspondence Address	LOT 8200 JALAN 12/KU20, TAMAN PERINDUSTRIAN KAPAR BESTARI, Kapar, 42200 Selangor, Malaysia		
Company Email		Fax No.	
Website	www.misb.com.my	Total Employment	80
Company Background	The purpose of lorem ipsum is to create a natural-looking block of text (sentence, paragraph, page, etc.) that doesn't distract from the layout. A practice not without controversy, laying out pages with meaningless filler text can be very useful when the focus is meant to be on design, not content.		

2. The web browser will open a new tab and display the print preview format of the Application Form. Scroll down the document to view all pages.

3.13 Application is Submitted to processing division



InvestMalaysia - Submitted Application ICA10202100033

Dear [REDACTED]

Application ICA10202100033 has been submitted to Chemical & Advanced Materials.

The details of the application are as follows:

Company Name : [REDACTED]
Application No. : ICA10202100033
Application : Exempted From Manufacturing Licence (Manufacturing)
Submission Date : 14/02/2021

Thank you.

*Regards,
InvestMalaysia Administrator*

Malaysian Investment Development Authority (MIDA)
MIDA Sentral, No. 5, Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Kuala Lumpur, Malaysia
Tel: 603-2267 3633 Fax: 603-2274 7970 Email: investmalaysia@mida.gov.my
InvestMalaysia Online Portal: <https://investmalaysia.mida.gov.my>
Official Website: <https://www.mida.gov.my>

This is a system generated email. No signature required. Please do not reply to this email.

3.14 Application is Returned by MIDA due to incomplete information



InvestMalaysia - Returned Application ML202100049

Dear midamalaysia123,

Your application ML202100049 has been returned.

Remark : No product description

Please update and resubmit your application.

Thank you.

Regards,
InvestMalaysia Administrator

Malaysian Investment Development Authority (MIDA)

MIDA Sentral, No. 5, Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Kuala Lumpur, Malaysia

Tel: 603-2267 3633 Fax: 603-2274 7970 Email: investmalaysia@mida.gov.my

InvestMalaysia Online Portal: <https://investmalaysia.mida.gov.my>

Official Website: <https://www.mida.gov.my>

This is a system generated email. No signature required. Please do not reply to this email.

3.15 Acknowledgement Email and Letter when application is received and being processed

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

InvestMalaysia - Permohonan Diterima MIDA ICA10/2021/00024

Tuan/Puan,

Adalah dimaklumkan bahawa permohonan syarikat tuan/puan telah diterima dan sedang dipertimbangkan.

No. Ruj. MIDA	:	ICA10/2021/00024
No. Ruj. Permohonan	:	ICA10202100033
Tarikh Diterima	:	14/02/2021 02:10:25

Nama Syarikat	:	0000003P SDN BHD
No. Pendaftaran Syarikat	:	0000003P
Pegawai Dihubungi	:	
Jawatan	:	Manager
No. Telefon	:	01101234567
Emel	:	
Alamat	:	

Bahagian	:	Kimia dan Bahan Termaju
Pengarah/Timbangan Pengarah	:	
No. Telefon	:	0322676773
Emel	:	

Pegawai MIDA	:	
No. Telefon	:	0322676726
Emel	:	

Sekian, terima kasih.

InvestMalaysia Administrator

Malaysian Investment Development Authority (MIDA)
MIDA Sentral, No. 5, Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Kuala Lumpur, Malaysia
Tel: 603-2267 3633 Fax: 603-2274 7970 Email: investmalaysia@mida.gov.my
InvestMalaysia Online Portal: <https://investmalaysia.mida.gov.my>
Official Website: <https://www.mida.gov.my>

This is a system generated email. No signature required. Please do not reply to this email.

3.16 Email Notification when application is successful



InvestMalaysia - Pemberitahuan Surat Keputusan [Company Name] Reference No.]

Tuan/Puan,

Adalah dimaklumkan bahawa Surat Keputusan bagi permohonan syarikat tuan/puan [Company Name]
[Reference No.

Surat Keputusan tersebut boleh dimuat turun menerusi:

[Surat Keputusan : PDA/2021/00011](#)

MIDA menggunakan Tandatangan Digital (Public Key Infrastructure (PKI/Digital Certificate)) ke atas Surat Keputusan yang dikeluarkan. Penggunaan sistem ini membolehkan:

- i) Pihak syarikat tuan/puan menerima Surat Keputusan secara online.
- ii) Pihak Kementerian Kewangan, MITI, dan Jabatan Kastam DiRaja menerima dan mengakses Surat Keputusan secara online.

Sekian, terima kasih.

InvestMalaysia Administrator

Malaysian Investment Development Authority (MIDA)

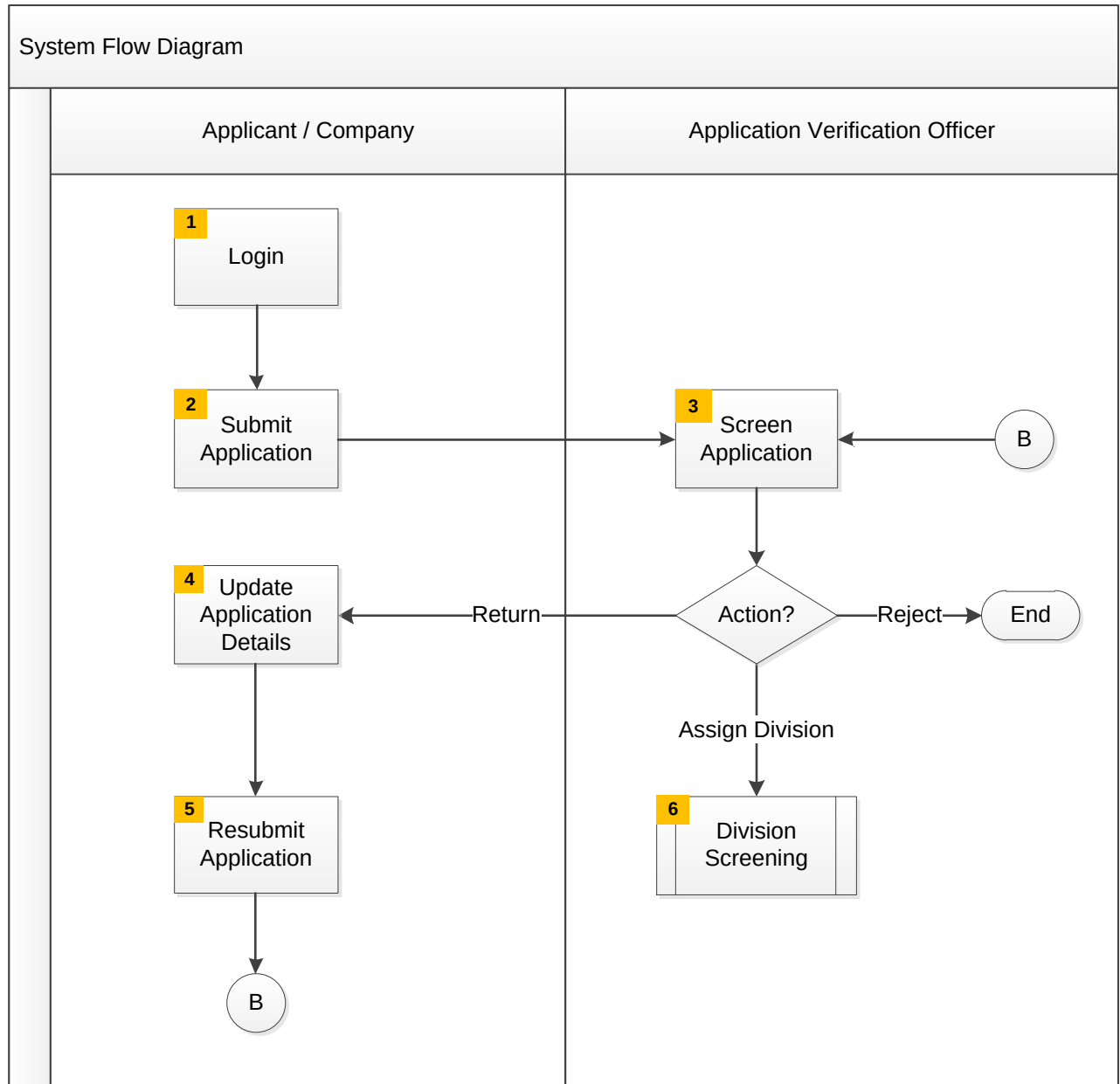
MIDA Sentral, No. 5, Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Kuala Lumpur, Malaysia

Tel: 603-2267 3633 Fax: 603-2274 7970 Email: investmalaysia@mida.gov.my

InvestMalaysia Online Portal: <https://investmalaysia.mida.gov.my>

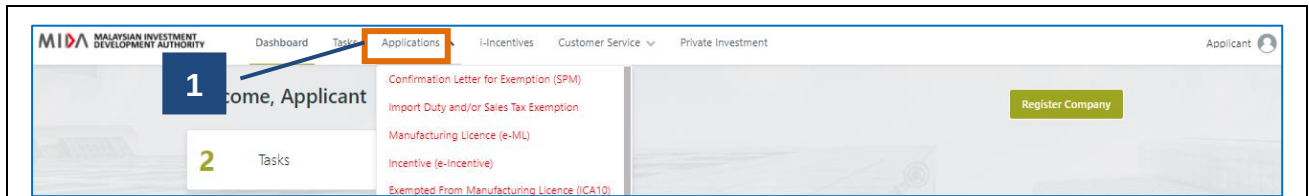
Official Website: <https://www.mida.gov.my>

This is a system generated email. No signature required. Please do not reply to this email.

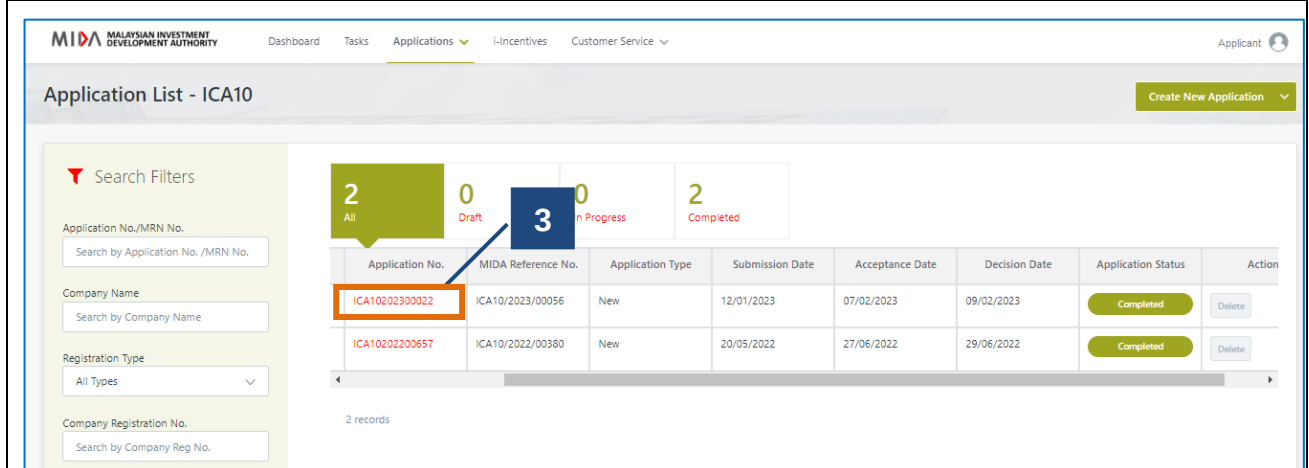
Appendix 1: System Flow Diagram

3.17 Download Decision Letter and Verify QR Code

3.17.1 View Successful Application



1. Upon receiving email notification when application is successful, user shall be able to view the Decision Letter in the application form.
2. To view the application, click the **[Applications]** menu. The system will display all online modules in the dropdown menu.



3. Click on the **[Application No]** link for application with status **Completed**.

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

Dashboard Tasks Applications i-Incentives Customer Service Applicant

Exempted From Manufacturing Licence **Completed**

Company Name: TESTING SDN BHD Application No.: ICA10202300413 MIDA Reference No.: ICA10/2023/00002

Application Type: New Division: Chemical & Advanced Materials

Acceptance Date: 31/07/2023

Buttons: Application Form, Acknowledgement Letter, Decision Letter, Refresh

Progress (1 / 11)

- A Company
- B Previous Company Activity/Project
- C Application Information
- D Project Set

Company Profile

Company Name: TESTING SDN BHD

Registration Type: Registration Of Company (ROC)

4. System will display the select application form

3.17.2 Download Decision Letter

MIDA MALAYSIAN INVESTMENT DEVELOPMENT AUTHORITY

Dashboard Tasks Applications i-Incentives Customer Service Applicant

Exempted From Manufacturing Licence **Completed**

Company Name: TESTING SDN BHD Application No.: ICA10202300413 MIDA Reference No.: ICA10/2023/00002

Application Type: New Division: Chemical & Advanced Materials

Acceptance Date: 31/07/2023

Buttons: Application Form, Acknowledgement Letter, Decision Letter, Refresh

Progress (1 / 11)

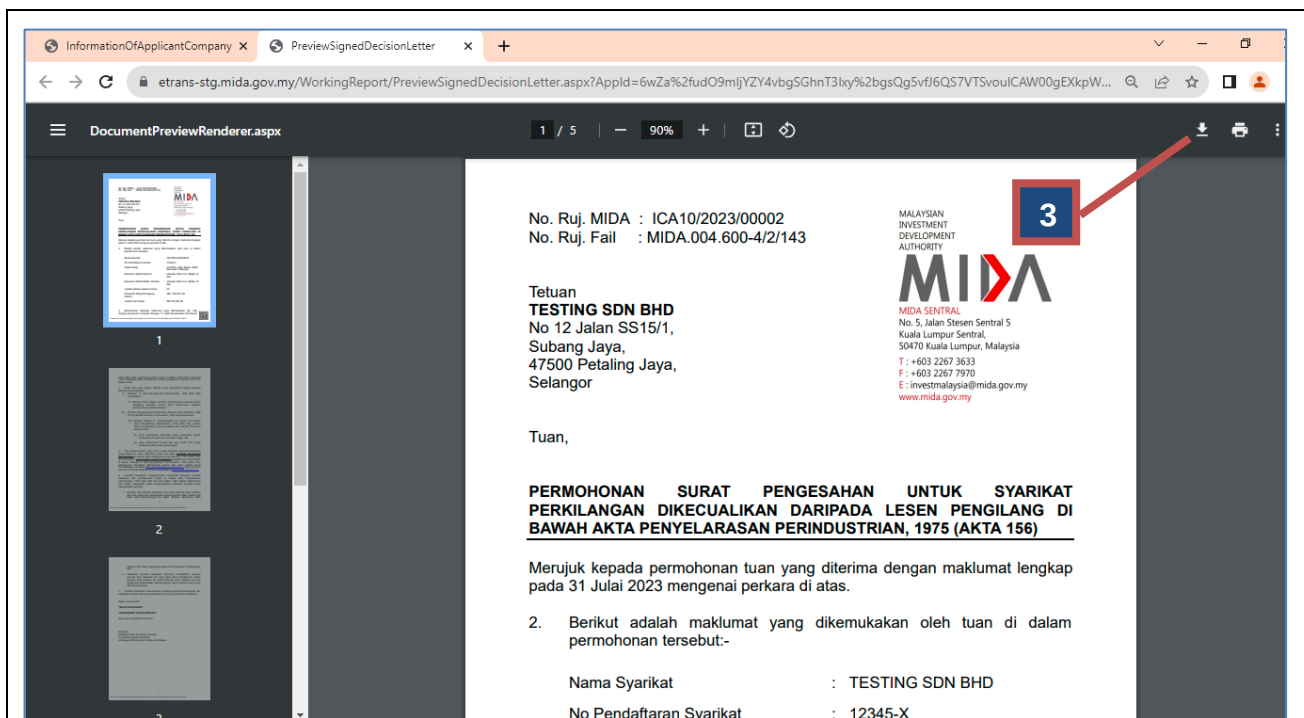
- A Company
- B Previous Company Activity/Project
- C Application Information
- D Project Set

Company Profile

Company Name: TESTING SDN BHD

Registration Type: Registration Of Company (ROC)

1. In the selected application form, click on the **[Decision Letter]** action button.



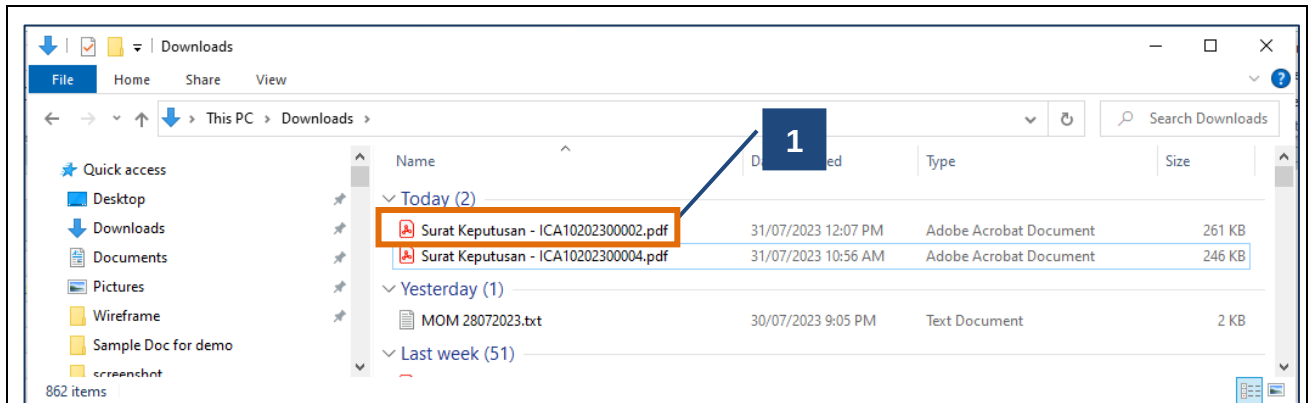
2. System will display the Decision Letter in a new browser tab.

3. Click on the **[Download]** icon to download the document to local folder.

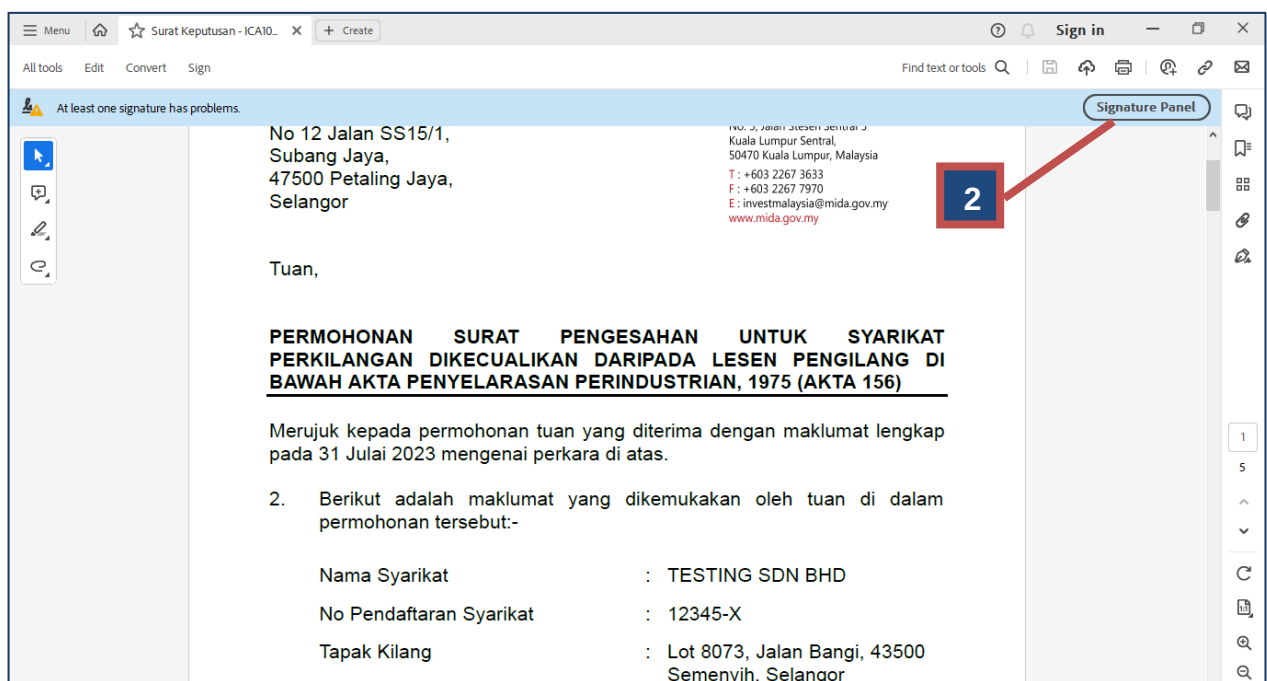


4. The Decision Letter will be saved in PDF format.

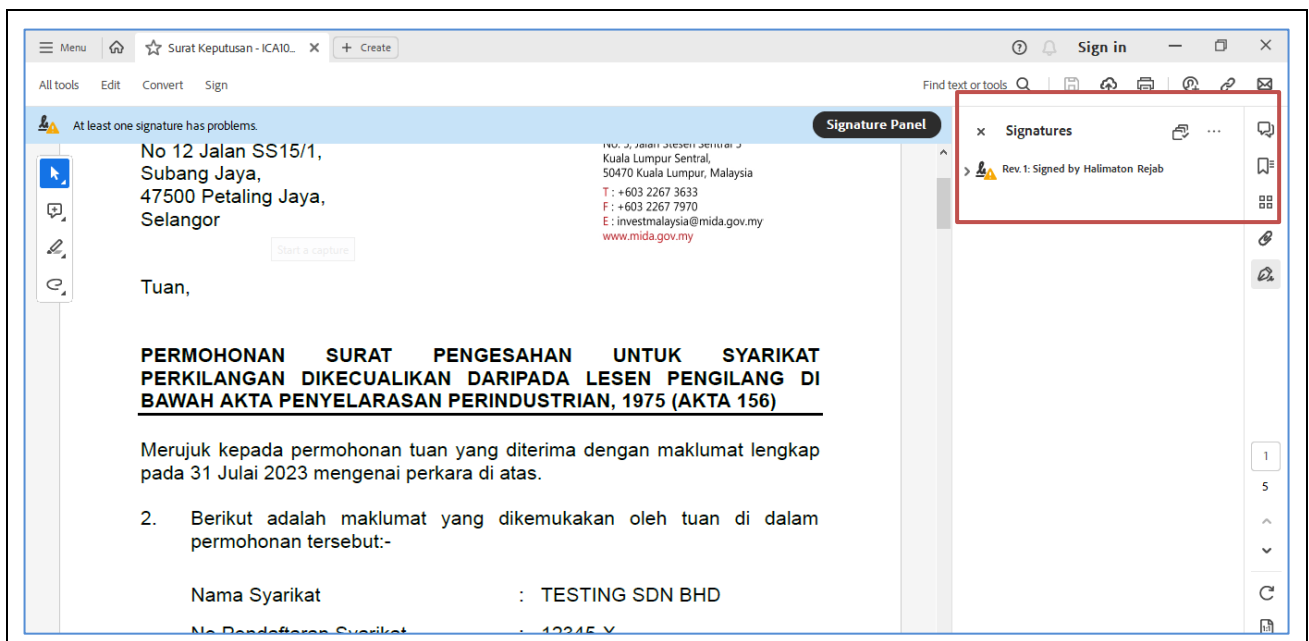
3.17.3 Verify QR Code



1. Launch the Decision Letter that user has downloaded.



2. System will display the selected document in PDF Reader application.



3. Click on the **[Signature Panel]** to view the signer details. It will display the Officer who digitally signed the letter.



4. Scroll down to the bottom of the first page, there is a QR Code that user can scan to validate the letter.
5. The QR Code embedded in the document can only be read by **eValidator** mobile application.
6. Please refer to the User Guide document "[Invest Malaysia] eValidator Mobile Application" (MIDA QR Code mobile application) on how to install the mobile application.

Chapter 4 System Flow Diagram

