



Technical Notes

Survey on the Progress of Implementation of Approved Projects for the Period Ending 2020

A. Introduction

1. This survey is conducted every half-yearly by MIDA. The objective of this survey is to assess the rate of implementation of approved projects.
2. The responsibility for furnishing the information is under the Industrial Coordination Act 1975 and/or Promotion of Investments Act (PIA), 1986 and/or Income Tax Act (ITA), 1967; where it is obligatory for all projects granted approvals for Manufacturing Licence and/or incentives to provide information on their activities whenever requested.

B. General Instruction

1. Please complete the survey via the e-Implementation online by **30th December 2020**.
2. Please answer all questions where necessary. Where it is not possible to furnish actual figures, please provide **reasonable estimates**.
3. Please ensure that you click on the '**submit**' button at the bottom of the '**Declaration and Submission**' page once you submit the survey form under the **Checklist Section**.
4. For any enquiries, please contact MIDA headquarters or MIDA state offices.

C. Instructions Relating to the Questionnaire

1. Section A : Project Profile

Please update the details of the project and the company profile if there are any changes. Please upload related documents for the changes of factory address/product.

2. Section B : Implementation Status of the project **as at 2020 (Compulsory)**

Please **indicate the status of implementation** of the project by **ticking (/) one of the boxes** provided by the following category:

- i. Commercial Production/Commenced Operation**
Company has started preparing/making/producing products on a large scale and products are ready to sale in open market; or

Company has issued first invoice for the services rendered.
- ii. Trial Production (for manufacturing projects only)**
Company is in a trial phase to test on products prototype before it goes into full scale production.
- iii. Machinery or equipment Installation in Progress/ Completed**
Company has purchased/rented machinery or equipment and in the progress/ completed the installation to ensure high operational efficiency.
- iv. Factory/ Building/Office/Warehouse Rented/In Construction/Completed**
Company has rented/purchased a readymade factory/building/warehouse or in the progress of construction/completed its construction.
- v. Site Acquired**
Company has purchased/rented land upon getting necessary approvals from the local authorities.
- vi. Active Planning/Negotiation**
Company is actively involved in discussion/negotiation with relevant ministries/agencies/organizations towards implementing its project such as environmental departments, local authorities, utilities, looking for funds/partners, etc.
- vii. No Action Taken**
Company has not shown any progress towards implementing its project.
- viii. Project Temporary Shelved**
Company has temporarily shelved its project due to unforeseen circumstances such as financial crisis, challenging economic conditions, etc, which will be revived thereafter.
- ix. Project Abandoned**
Company is not interested to pursue with the project approved.

3. Section C : Project Financing

a) **Paid-up Capital**

The amount of a capital that is funded by company's shareholders.

b) **Loan**

Loan and financial obligations lasting more than one year.

c) **Other Sources**

Other sources of financing e.g. intra-company loans, shareholders' advance etc.

4. Section D : Employment

Refers to the number of employees as at the end of the reference period for the categories of workers as follows:

a) **Managerial:** refers to executive rank and above,

b) **Technical And Supervisory:** refers to technical staff and production supervisor,

c) **Others:** refers to the other employees including full time and part time employees.

5. Section E : Talent Facilitation

Please choose Yes or No. MIDA provides advisory services for talent facilitation for companies that requiring skilled manpower through business matching, collaboration with universities/TVET and apprentice Programme.

6. F : Problems Encountered

Please fill in the section for Projects which encountered implementation problems. You may want to tick (/) more than one box.