



# MTC FINANCIAL INCENTIVE

for Purchase of Air Pollution Control Equipment 2019



## GUIDELINES FOR MTC FINANCIAL INCENTIVE FOR PURCHASE OF AIR POLLUTION CONTROL EQUIPMENT 2019

Malaysian Timber Council is expanding its assistance programme to the timber industry by introducing MTC's financial incentive for the purchase of air pollution control (APC) equipment to assist small and medium enterprises to comply with the Environmental Quality (Clean Air) Regulations 2014 (CAR 2014).

### 1. INCENTIVE

- Partial reimbursement of the cost of purchasing APC equipment for the Applying Company's Air Pollution Control System (APCS).

### 2. REIMBURSEMENT RATE

- Non-Bumiputera company: 10% of the price of APC equipment, limited to a maximum of RM50,000 per company/group of companies.
- Bumiputera company: 15% of the price of APC equipment, limited to a maximum of RM50,000 per company/group of companies.

### 3. 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
  - Association of Malaysian Bumiputera Timber & Furniture Entrepreneurs (PEKA).
- 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 a majority Malaysian-owned company (i.e. with at least 51% of Malaysian shareholding);
- Must be involved in sawmilling or production of value added wood-based products;
- Eligible companies are not confined only to manufacturing for export;
- Companies with 50% or more common controlling shareholders may apply. However, companies within the same group must have different core businesses;

- For companies within the same group that are using/sharing the same site/facility, only one company may apply; and
- Companies that have received other grant or subsidy for the procurement of the said equipment from other government or government-linked agencies are not eligible for this incentive programme.

#### 4. AIR POLLUTION CONTROL EQUIPMENT PURCHASED

- The APC equipment purchased must have air pollution control as its primary purpose;
- The APC equipment is constructed/installed and used at the factory floor for the extraction of air pollutants, i.e. particulates, VOCs, etc;
- The APC equipment must be designed and constructed in strict compliance with the minimum requirements and specifications as stipulated in the “Guidance Document for Fuel Burning Equipment and Air Pollution Control Systems” specified by the Director General (DG) of Department of Environment (DoE) (visit: <http://www.doe.gov.my/portalv1/wp-content/uploads/2014/07/Guidance-Document-For-Fuel-Burning-Equipments-And-Air-Pollution-Control-Systems-29122015.pdf>);
- Only new equipment is eligible for the financial incentive;
- APC equipment purchased for the upgrading of existing APCS are eligible for the financial incentive; and
- Both imported and locally fabricated APC equipment purchased are eligible for this incentive programme.

#### 5. APPLICATION

- Completed Application Form shall be submitted to MTC together with supporting documents after the purchase of APC equipment has been confirmed but **not less than 30 days before** the installation of the equipment.
- The applying company must submit Written Notification to the DG of DoE not less than 30 calendar days before the commencement of construction work/installation of the new APC equipment.
- 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.
  - ▶ Purchase Contract, technical specifications and drawing/brochure with photos of the APC equipment.
  - ▶ Written Notification to DoE.
  - ▶ List of all machineries that are emitting air pollutants that will be controlled by the APC equipment.
  - ▶ Manufacturing process flow chart (Highlighting the generating points of the air pollutants in the process).
  - ▶ Latest 3 years Audited Accounts.
  - ▶ Latest 3 months Bank Statements.
  - ▶ Latest Employees Provident Fund (EPF) statement.
- Upon receipt of an acknowledgement from MTC of its application and before installation of the new APC equipment, the applying company must:
  - ▶ Submit the approval letter from DoE to MTC
  - ▶ Allow an independent due diligence audit to be carried out by MTC
- A Written Declaration (AS/PUB-DECLARE) on the design and construction of the APC equipment and “As Built Drawing” must be submitted to the DG of DoE within 30 days after the testing and commissioning of the APC equipment.
- The applying company is also required to engage a third party accredited laboratory to conduct the first stack sampling within 3 to 6 months after the commissioning of the APC equipment and to submit a “Dust Sampling Test Report” to DoE to ascertain whether the performance of the APC equipment installed is able to comply with the limit values as stipulated in the CAR 2014.
- The applying company could then submit the application for reimbursement to MTC after receiving a Letter of Compliance from DoE and allow an independent follow up due diligence audit to be carried out by MTC.

## 6. REIMBURSEMENT

- Submission for reimbursement (with full supporting documents) must reach MTC **within 30 calendar days from the date of DoE's Letter of Compliance**. Certified true copies of documents required include:
  - ▶ Supplier's Invoice and Delivery Order for the APC equipment.
  - ▶ Bill of Lading, Customs Declaration Form (K1) and packing list (if purchased offshore)
  - ▶ Transport or ocean freight charges.
  - ▶ Written Declaration and Dust Sampling Test Report submitted to DoE.
  - ▶ Letter of Compliance from DoE
  - ▶ Proof of document to indicate that the entire cost of the APC equipment purchased has been paid.
  - ▶ Proof of document to show that the APC equipment has been installed and used in the factory (i.e. letter of commissioning).
- **Late submission for reimbursement after aforementioned 30 calendar days will 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 budget allocation is completely utilised in the particular year.

For further enquiries and information, please contact the following:

1. Ms Ong Lay Lee, ext 506, email: [ong@mtc.com.my](mailto:ong@mtc.com.my)

2. Ms Mariatul Amira ext 508, email: [amira@mtc.com.my](mailto:amira@mtc.com.my)



**MALAYSIAN TIMBER COUNCIL**

Malaysian Timber Council  
18<sup>th</sup> Floor, Menara PGRM,  
8, Jalan Pudu Ulu, Cheras, 56100 Kuala Lumpur  
Tel: 03-92811999 Fax: 03-92828999  
Website: [www.mtc.com.my](http://www.mtc.com.my)

# APPLICATION FORM

## MTC FINANCIAL INCENTIVE FOR PURCHASE OF AIR POLLUTION CONTROL EQUIPMENT 2019

### A. Company Information

1. Company:
2. Address:   
  
Postcode:  Town:   
State:
3. Factory address (If different from item no. 2):  
  
  
Postcode:  Town:   
State:
4.  Own manufacturing facility or  Sharing manufacturing facility with other companies under common shareholders.
5. Tel no.:  -  6. Fax no.:  -
7. Contact person:
8. H/P no.:  -
9. E-mail:
10. Company Status (Please Tick) :  SME  Non-SME
11. Member of one of the following associations (Membership No.: \_\_\_\_\_ )  
 MWIA  TEAM  MPMA  
 MWMJC  MFC  PEKA



**D. Company's Declaration**

I, declare and confirm that the APC equipment purchased is utilised directly in our own manufacturing plant. I shall undertake to refund in full the disbursed amount to MTC in the event of non-compliance. I confirm that the details furnished herein are true and accurate:

- 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 does not receive other grant or subsidy for the procurement of the said machine(s) from other government or government-linked agencies.

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 an SME incorporated in Peninsular Malaysia.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date (dd/mm/yy):

/  /

Association's Stamp

NO.	DOCUMENT	CERTIFIED AS TRUE COPIES (Please tick)	REMARKS
A	COMPLETED APPLICATION FORM		
B	REQUIRED DOCUMENTS (see item 1 to 11)		
1.	Form 24 as per the Companies Act 1965 OR Section 78 as per the Companies Act 2016.		
2.	Form of Annual Return		
3.	Form 49 as per the Companies Act 1965 OR Section 58 as per the Companies Act 2016.		
4.	Purchase Contract		
5.	Brochure with technical specifications and photos/drawings of the equipment		
6.	Written Notification to the Director General (DG) of Department of Environment (DoE)		
7.	List of all machineries that are emitting air pollutants that will be controlled by the APC equipment.		
8.	Manufacturing process flow chart (Highlighting the generating points of the air pollutants in the process)		
9.	Latest 3 years Audited Accounts		
10.	Latest 3 months Bank Statements		
11.	Latest Employees Provident Fund (EPF) statement		
C.	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, and 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.



For further enquiries and information, please contact the following:

1. Ms. Ong Lay Lee, ext. 506, email: [ong@mtc.com.my](mailto:ong@mtc.com.my)
2. Ms. Mariatul Amira ext. 508, email: [amira@mtc.com.my](mailto:amira@mtc.com.my)

**Malaysian Timber Council**  
**18<sup>th</sup> Floor, Menara PGRM,**  
**8, Jalan Pudu Ulu, Cheras, 56100 Kuala Lumpur**  
**Tel: 03-92811999 Fax: 03-92828999**  
**Website: [www.mtc.com.my](http://www.mtc.com.my)**