

SKILLS REDEVELOPMENT PROGRAMME (SRP) – OVERVIEW

What is SRP?

- SRP stands for the Skills Redevelopment Programme. Under the SRP scheme, trainees are given an allowance for attending the courses. The allowance is called absentee payroll. Depending on the number of hours attended, trainees will be reimbursed.

Eligibility Criteria

- Company must be registered or incorporated in Singapore.
- Trainees must be company-sponsored.
- Trainees must be Singapore Citizens or Permanent Residents.
- Trainees must achieve at least 75% attendance and sit for all prescribed examinations required by the course.

How Do I Enroll for the SRP scheme?

- Trainees under NTUC-SEP scheme are automatically under the SRP scheme. For trainees under SDF scheme, you or your HR department need to log into the SRP website at www.srp.org.sg and submit the application at least 1 day before class commencement.

When will I receive the Absentee Payroll?

- At the end of the course, SAA will be alerted to endorse your attendance and examination status. We will endorse if your attendance meet 75% and also if you have sat for all exams by the course end date. After the endorsement, SRP will release the funds.

How will I receive the Absentee Payroll?

- For those under NTUC-SEP scheme, it will be credited into your savings account after the endorsement by SAA.
- Those under SDF scheme, 90% of the Absentee Payroll amount will be credited into the company account. Your company has to top up the rest of the 10% and disburse the funds to you.

Funding Rates

Effective 1st Jan 2005

	Course Fees	Absentee Payroll
40 yrs and above with 'A' Level and below qualifications for training during working hours	90% (Capped at \$16/hr per trainee hr)	\$6.80/hr (Capped at 90% of hourly basic salary)
Others	80% (Capped at \$8/hr per trainee hr)	\$6.00/hr (Capped at 80% of hourly basic salary)

Effective 1st Apr 2008

	Course Fees	Absentee Payroll
40 yrs and above with 'A' Level and below qualifications for training during working hours	90% (Capped at \$16/hr per trainee hr)	\$4.50/hr (Capped at 90% of hourly basic salary)
Others	80% (Capped at \$8/hr per trainee hr)	\$4.00/hr (Capped at 80% of hourly basic salary)

Application for Absentee Payroll Funding - SRP Registration

- Student / companies will have to apply for absentee payroll subsidy via the SRPNet. Log on at <http://www.srp.org.sg/> to key staff details
 - Register as a SRP participating company
 - Fill up and submit Interbank GIRO Scheme Direct Credit Authorisation Form
 - Submit an online application before course commencement
 - SRPNet will generate a claim automatically upon course completion
 - Training institution will confirm fulfillment of 75% attendance and sitting for examinations
 - Claim will be sent to the participating company for confirmation and submission to the SRP Secretariat for processing via the SRPNet
 - The SRP Secretariat will disburse absentee payroll to participating company via GIRO.

Further Clarification

- If you require further clarification, please contact Brian Wong at 67449700 Ext. 126 or brian@saa.org.sg
- Alternatively, you can also find out more CAT information via our SAA Website at <http://saa.org.sg/cat.html>