

ABSENTEE PAYROLL – SUMMARY FOR EMPLOYERS

Friday, 15 May 2009

Enhanced Absentee Payroll Under SPUR

- Applicable to all training-and-assessment courses under SPUR e.g. WSQ courses
- Valid until 31 March 2011.
- Up to a percentage of the trainees' hourly basic salary capped at the following amount.
For courses commencing on or after **15 May 2009**

Trainee	Hourly Salary	Cap
Aged 40 and above with "A-Level" and below qualification	90%	\$10/hr
All other	80%	\$10/hr

How to Apply for Absentee Payroll

Employers can apply for absentee payroll online.

#	Day(s)*	Step
1.	-	Visit SRPNet at www.srp.org.sg . Click "ARE YOU A COMPANY?". Click the "Registration" tab.
2.	4	If your organisation does not have a SRPNet login account, please apply for one. See the "Application Guide For All Companies" available at the website.
3.	1	Apply for absentee payroll by logging into SRPNet. See the User Guide available at the website. When applying for a course accorded SPUR rates, an additional screen will appear. Please select the correct funding rate: (SPUR \$10) wef 15 May 2009
4.	-	Course begins

*Please complete the step by the number of working day(s) before course begins.

Application Guide For All Companies - Note for FICS Courses

In the "Application Guide For All Companies" - "**STEP 4: APPLY FOR SRP ABSENTEE PAYROLL FUNDING**", it is stated that

"you also need submit an application to the Skills Development Fund for course fee funding".

Please note that this step does not apply to FICS courses, as all FICS course fees are funded under the MAS FSDF. Employers can get course fee reimbursement through IBF under existing procedures and need not apply separately to SDF.

Financial Courses by FICS CET Centres / Lead Providers

Financial Training Institute @ SMU	http://www.smu.edu.sg/centres/fti
International Compliance Association	http://www.int-comp.org/
Risk Management Institute, NUS	http://www.rmi.nus.edu.sg/certprogs/fics/fics.html
Singapore College of Insurance	https://www.scicollege.org.sg/FICS.asp
Wealth Management Institute	http://www.wmi.com.sg/fics.html

General Enquiries on Absentee Payroll / SRP

Please visit SRPNet or contact the SRP staff at:

SRPNet: www.srp.org.sg
Telephone: 6883 5885
Email: wda_srp@wda.gov.sg