

APPLICATION FOR COMPANIES TO OPERATE DURING MCO3

Who should apply?



- Companies within the sectors listed in the MITI Announcement dated 10 April 2020
- Approvals are not automatic. **Companies must submit their application before** re-starting their operations

Where to apply?



- Companies can apply through the **COVID-19 Intelligent Management System (CIMS) 2.0** at <https://application.miti.gov.my>

Before submitting....

STEP 1



- Identify a representative from your company to be the contact person
- Once you have created your account, **read and agree with the Terms & Conditions** before proceeding with the registration
- Download the “Templat Muat Naik Senarai Pekerja”, and **fill it offline** before proceeding with the application process

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Once registered, enter the following information into CIMS 2.0

STEP **2**

1. Company registration details

2. Correspondence and operational address

3. Revenue

4. Total number of workers

5. Specify Economic activity/cluster

6. Submit Declaration

- Key in **SSM**, and **relevant license numbers** from local authorities
- If you don't have the above details, you have the option of checking a separate box

- You can submit **up to 10 locations of your operations through the system**. For applications more than 10, contact updateCIMS2.0@marij.my

- For the year 2017, 2018 and 2019

- Details required : Name(s), NRIC or other identification, nature/scope of work, contact details
- **Use the template** provided by downloading at the dashboard

- Choose your specific **sector and cluster** from the dropdown menu

- This is a **legal declaration** that the workers registered in item 4 are **free from COVID-19 related symptoms** such as Cough, Fever, Difficulty in Breathing and Sore Throat



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MINISTRY OF
INTERNATIONAL TRADE AND INDUSTRY

Submit your application!

STEP 3

- Only **complete applications** will be processed
- Processing will take up to **5 days**
- Decision on the application is subject to the fulfillment and set criteria



STEP 4

Check your application status on CIMS 2.0

Approved?

- CIMS 2.0 will auto-generate an approval letter containing a **QR Code**
- Ensure your **registered workforce** carry a copy of this letter
- Enforcement agencies may require your workforce to produce **identification documents** such as **company ID or appointment letter**, in addition to the approval letter

Not Approved?

- You may submit an appeal in the same system

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