

Risk Management Assistance Fund (RMAF) Application Form

ALL sections must be **duly completed** by the Applicant Company. Any false declaration would deem the applicant company not eligible for the fund. Legal actions may also be taken at the discretion of the Ministry of Manpower (MOM).

i) This form will take you approximately 15 minutes to complete.

ii) You will need to submit **ALL** the following documents to the RMAF Agent:

- Copy of quotation from Approved Risk Consultant (ARC);
- Copy of latest ARCA certificate; and
- Original copy of the InterBank GIRO (IBG) Form (if company does NOT have InterBank GIRO with MOM or any Ministry).

1. Particulars of Applicant Company		
If factory, please provide factory license number:		
ACRA Number:	Industry code / SSIC:	
Nature of Industry (please tick <input checked="" type="checkbox"/>) Construction Marine Manufacturing Metalworking Chemical Water supply, sewerage and waste management Services allied to transport of goods Hotels and restaurants Veterinary activities Landscape care and maintenance service activities Health activities Others	If others, please describe:	
Name of Applicant Company:		
Address:		
Tel No:	Fax No:	Email:
Has your company applied for Interbank GIRO with MOM or any other Ministry before? If yes, provide the bank account number and name of bank. If not, submit original “APPLICATION FORM FOR INTERBANK GIRO”		
Bank Account Number:		
Name of Bank:		
1a. Particulars of the Liaison Person of Applicant Company		
Name:		Designation:
Tel No:	H/P No:	Email:
1b. Details of workforce at date of application (inclusive of temporary staff)		
a) Number of Operation Staff (includes supervisors doing manual work)		
b) Number of Administrative Staff (includes management)		
Total Workforce [a + b]		

2. Particulars of Approved Risk Consultant (ARC)
 Name of Firm:

3. Submission of Claim Amount (without GST)	
(a) Consultancy Fee charged by ARC (Note: Please include bizSAFE Level 1 and 2 course fees, if applicable. Specifically, the start date of the courses must be within 3 months of the date of submission of the application to the RMAF Administrators)	S\$
(b) 90% of Consultancy Fee (a) or S\$6000, whichever is lower	S\$
(c) RMAF Agent Fee (capped at a maximum amount of \$400)	S\$
(d) Auditor Fee (capped at a maximum amount of \$400)	S\$
(e) Total RMAF claimable amount: (b)+(c)+(d)	S\$

4. Declaration by Applicant Company

I have read and understood the Terms and Conditions for Applications under RMAF as stated in Annex 1A-1.

I affirm that all the statements / information made by me on this form are true and correct. I also understand that any false / inaccurate information made would render this application invalid.

Name:	Company's Stamp:
Designation:	
Signature:	Date:

5. Declaration by RMAF Agent

I have checked this application and found all the required documents and fields are correct and duly complete.

RMAF Agent:

Name:	Designation:
Signature:	Date:

Terms and Conditions for Applications under RMAF

To qualify for funding, the applicant company has to meet the following eligibility criteria:

1. Employ not more than 200 workers;
2. Have a group fixed asset investment of not more than \$15 million and group employment size of not more than 200 workers. (Group denotes parent companies and subsidiaries. Where 20% - 100% of the applicant's shares are owned by companies, the total value of the applicant's fixed assets and employees is calculated three levels up. Where the applicant owns 51% - 100% of another company (subsidiary), the applicant's subsidiary's fixed assets and employees will also be added to the computation.);
3. Have at least 30% shareholding that is local;
4. Must not be a public listed company or a subsidiary of a listed company;
5. Have not received any government funding for the development of risk assessment for the company;
6. Declare all the worksites in which the company is currently involved, including the number of personnel per site. Please note that regardless of the number of worksites or factory number that each company may possess, the company is eligible to apply only ONCE for RMAF. The company's HQ/Admin office will not be eligible for RMAF; and

Note: A company that has been certified to SS506, OHSAS 18001, or its equivalent, is not eligible for the funding as such as company would have an existing risk management system.

Funding will subsequently be paid to the applicant company after the Approved Risk Consultant has assisted the company to meet specified deliverables. This will also allow the company to qualify as a [bizSAFE](http://www.wshc.gov.sg/bizsafe) Level 3 enterprise (www.wshc.gov.sg/bizsafe).



APPLICATION FORM FOR INTERBANK GIRO

(Only Original Form is acceptable.)

This form may take you 10 minutes to fill in.

You will need the following information to fill in the form:

- The supplier's registration number (i.e. ACRA no., NRIC no., FIN No. or Society no.)
- The supplier's bank account details

EXPLANATION ON HOW TO FILL IN THE INTERBANK GIRO FORM

(A) Important Points to Note to Ensure Prompt Payments:

(i) If you are

(a) **not** a Company or Business registered with ACRA or

(b) **not** a Singapore Citizen / Singapore Work Permit Holder ,

please get your banker's endorsement in Part III. This applies even if your banker is DBS, POSB, OCBC, UOB, Far Eastern Bank (FEB) or Citibank.

(ii) For **new supplier** who wishes to receive payments from the Government by direct credit into the designated bank account, please mail the ENTIRE original form to the requesting Ministry/Department.

(iii) For **existing supplier** who wishes to change existing bank account number so that all future payments from the Government will be credited to the new bank account, please mail the ENTIRE original form to **Accountant-General's Department, 100 High Street, #06-01 The Treasury, Singapore 179434.**

(iii) For corporate vendors, you can update changes in contact information such as telephone number, fax number or email address via AGD Vendors@Gov webpage at <http://www.vendors.gov.sg>

(B) General Information

(i) For a Company, Business or Limited Liability Partnership registered with ACRA, you can obtain your ACRA registration number and ACRA registered name via ACRA website (www.acra.gov.sg) under the "Online Directory Companies / Business / Accountants". Select "Directory of Companies / Business Names" before entering your ACRA registration number or ACRA registered name.

(ii) For an Individual, please ensure that you fill up your name **exactly as stated in your NRIC**.

(iii) For Societies, please fill in your Society's registration number as provided by MHA / MCYS.



APPLICATION FORM FOR INTERBANK GIRO
(Only Original Form is acceptable.)

Note: No correction tape/fluid should be used on this form. Any cancellations made must be endorsed by the supplier/bank.

Part I (TO BE COMPLETED BY REQUESTING MINISTRY / DEPARTMENT)

Name of Ministry/Department	Contact Officer
Telephone Number 6	Fax Number 6
Please tick one of the relevant boxes: Approval of new vendor record <input type="checkbox"/> Update of existing vendor record <input type="checkbox"/> Vendor ID	

Part II (TO BE COMPLETED BY SUPPLIER WHO SUPPLIES GOODS AND SERVICES TO THE GOVERNMENT)

To: ACCOUNTANT-GENERAL
Bank Account to be credited

Name(s) of Bank Account Holder(s)

Bank No	Branch No	Account No
Bank and Branch Name		

ACRA No. (for companies)	NRIC No. (for individuals)
Address	Others (eg. Foreign Passport No., Society No.)
Telephone Number	GST Registered: Yes / No
Fax Number	Email Address (Note: Remittance Advice will be sent to the email address given)

- (a) I/We hereby authorise the Government to credit payments due to me/us to the above account. Amounts so credited would constitute valid discharge of obligations due to me/us.
- (b) This authorisation shall continue to be in force until I/we have notified you in writing.
- (c) I/We hereby request and authorise The Government of Singapore to obtain confirmation/verification of information relating to me/us and/or to my/our account(s) from/with the bank where the Account is maintained as stated in the form.
- (d) In consideration of the Government acceding to my/our said request and in consideration the Bank confirming/verifying such information pursuant to the said request, I/we irrevocably consent to and authorise the Bank, including any officer thereof, to disclose any information whatsoever relating to me/us and to the Account as is necessary for the sole purpose of account validation and agree that such authorisation shall survive any termination of the Account. I/We agree that this consent shall survive the termination of any of the Account with the Bank and may be relied on and enforced as fully and effectively by the Bank as if it is addressed to the Bank.
- (e) I hereby consent/do not consent*(please delete accordingly) to the release of my updated address by the Immigration and Checkpoints Authority (ICA) to the Accountant-General's Department for the purpose of sending the Remittance Advice to me.

Date

Authorised Signature(s) and stamp as in bank's record

Part III (FOR SUPPLIER TO GET BANK ENDORSEMENT IF SUPPLIER IS

- I) NOT A COMPANY OR BUSINESS REGISTERED WITH ACRA;
- II) NOT A SINGAPORE CITIZEN / SINGAPORE WORK PERMIT HOLDER ; OR
- III) SUPPLIER'S BANKER IS NOT DBS, POSB, OCBC, UOB, Far Eastern Bank (FEB) or Citibank

To: ACCOUNTANT-GENERAL

We hereby certify that the signature(s)/other particulars as stated in Part II agree(s) with that contained in our files.

Name & Signature of Authorised Bank Officer

Date/Official Stamp