



HUMAN RESOURCE DEVELOPMENT COUNCIL

HRDC, 4th Floor, NG Tower, Ebene Cybercity. Tel No: 454 4009. Fax No: 454 6220/6260

Website: www.hrdc.mu

FORM G5

APPLICATION FORM FOR REFUND UNDER PRE-OPERATIONAL TRAINING INCENTIVE FOR BPO FIRMS

SECTION 1: COMPANY AND COURSE DETAILS

- 1.1 Company Name:
- 1.2 Name of the contact person and designation:
- 1.3 Tel: Fax:
- 1.4 E-mail address (For all future correspondences from HRDC):
- 1.5 Course Title:
- 1.6 MQA Approval Reference Number:
- 1.7 No. of people trained:
- 1.8 Amount of claim: Rs.....

SECTION 2: BANK DETAILS

Name of Bank:

Branch:

Account Name:

Account Number:

SECTION 3: DOCUMENTS TO BE ATTACHED (Please tick below)

1	List of persons who have completed the training and employed with their NIC Numbers	
2	Invoice and receipt of course fees	
3	Evidence of all relevant expenses (trainers' fees, course materials, etc)	
4	Bank advice if payment is effected in foreign currency	

SECTION 4: UNDERTAKING

We agree that the advance of Rs made by the HRDC towill be recovered over a maximum period of seven (7) years through our eligible grant refund limit starting as from

In case of closure of business before the 7 year period, we undertake to refund the balance outstanding to the HRDC immediately.

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Company's Seal

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HRDC's Seal

Authorised Signatory of Company

Authorised Signatory of HRDC

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Name:
Designation:
Date:

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Name:.....
Designation:
Date:

Please note that all sections of the application must be completed and accompanied with the above documents or else application would not be considered