

FORM A1

**NTUC TRAINING FUND (SEPs)
TRAINING CERTIFICATION SLIP**

1. This form is to be filled in by Training Providers to certify the Self-employed Person (SEP) has completed training approved in the SkillsFuture Series or approved sector-specified course.
2. Do note that Training Allowance will be tabulated based on the approved course duration for SkillsFuture Series / Sector-specific training programmes that are approved by SSG.
3. It should be completed and handed to SEPs upon the completion of training and assessment(s).
4. To be eligible for Training Allowance under the NTUC Training Fund (SEPs), all fields must be filled and completed. Any amendments made are to be counter-signed by the Training Provider.

To be completed by Trainee			
Name as per NRIC:		NRIC:	
Course Title <i>(as approved in SkillsFuture Series / Sector-specific training programmes)</i>			
Course Code <i>(Training Provider to ensure Course Code is accurate)</i>			
Course Start Date		Course End Date	
Course Duration <i>(as approved in SkillsFuture Series / Sector-specific training programmes)</i>		Specified Timeslot	
To be completed by Training Provider			
Trainee attained at least 75% attendance?		[] Yes [] No	
Trainee completed and passed all necessary assessment(s), if relevant.		[] Yes [] No [] NA	
Name of Training Provider			
Certified By (Name of Officer)		Contact	
Designation		Email	
Signature		Company Stamp	
Date			

FORM B1

PDPA FORM

By signing below, I hereby agree, acknowledge, and consent to the following:

- a. that National Trades Union Congress (“NTUC”) and the Employment and Employability Institute Pte Ltd (“e2i”), acting on behalf of Workforce Singapore Agency (“WSG”) for the purposes of the PDPA, may collect, use, disclose and/or process any information relating to me (including any personal data, such as NRIC provided by me to NTUC/e2i) to accurately establish or verify the identity of individuals for the purposes of:
 - i. processing, administering and/or managing my registration and relationship with NTUC/e2i, which may include contacting me on matters relating to my relationship with NTUC/e2i, carrying out my instructions or responding to any enquiries made by me;
 - ii. carrying out due diligence or other screening activities (including background and verification checks) in accordance with legal or regulatory obligations or risk management procedures that may be required by law or that may have been put in place by NTUC/e2i;
 - iii. processing, administering and/or managing my interests in the NTUC Training Fund (SEPs), for the purposes of training assistance and/or provision of training allowance
- b. that NTUC/e2i may disclose my personal data to Singapore governmental departments, statutory boards or other regulatory bodies for the purposes of (1) data and statistical analysis, (2) formulating and reviewing relevant employment or social welfare policies and (3) employment facilitation.
- c. that e2i may transfer my personal data out of Singapore to its third party service providers, or agents where such third party service providers or agents are sited (whether in Singapore or outside of Singapore), for the Purposes described above.
- d. that my personal data may/will be disclosed by NTUC/e2i to its third party service providers or agents (including its lawyers / law firms), for one or more of the above Purposes;
- e. that NTUC/e2i shall be entitled to use and disclose my personally identifiable information which may be disclosed to it (NTUC/e2i) by third party sources including, without limitation, the Government of the Republic of Singapore or the Central Provident Fund Board (CPF Board) or any other statutory board to any third party for one or more of the above Purposes;
- f. I hereby declare that all information provided by me in connection with this application is true, accurate and complete. I understand that NTUC/e2i reserves the right to decline assistance for any inaccurate, incomplete or false information given or any omission of information required.
- g. I understand and agree that it is my sole responsibility to inform and update NTUC/e2i of any changes to my personal information. I hereby agree to indemnify and absolve NTUC/e2i of any liability arising out of any use and/or disclosure by NTUC/e2i of any inaccurate or incomplete information due to my failure to update NTUC/e2i promptly of any changes to my personal information.

**Trainee’s
Signature:** _____

Date: _____