

P-MAX PROGRAMME FACTSHEET
[FOR PUBLIC INFORMATION]

Small and Medium Enterprises (SMEs) form 99% of all enterprises in Singapore and have an integral role to play in Singapore’s economy. SMEs currently employ around seven out of every ten workers and contribute nearly half of Singapore’s Gross Domestic Product (GDP). In today’s highly competitive business environment, a critical success factor is the recruitment and retention of talent, but this is also an area which many SMEs are challenged to overcome in Singapore.

With Professionals, Managers, Executives and Technicians (PMETs) set to form the majority of our local workforce in the years ahead, it is therefore imperative to have more attention and resources dedicated to ensure that local PMETs across different age groups and income levels continue to remain relevant and gainfully employed, potentially within SMEs that can offer interesting and challenging career opportunities.

About P-Max

P-Max is a Place-and-Train (PnT) programme under Workforce Singapore (WSG) that seeks to:

- i) Help SMEs to better recruit, train, manage and retain their newly-hired PMETs
- ii) Encourage the adoption of progressive human resource practices within SMEs
- iii) Help to place job-seeking PMETs into suitable SME jobs.

Depending on SMEs’ needs, SMEs can choose from the three following versions of P-Max:

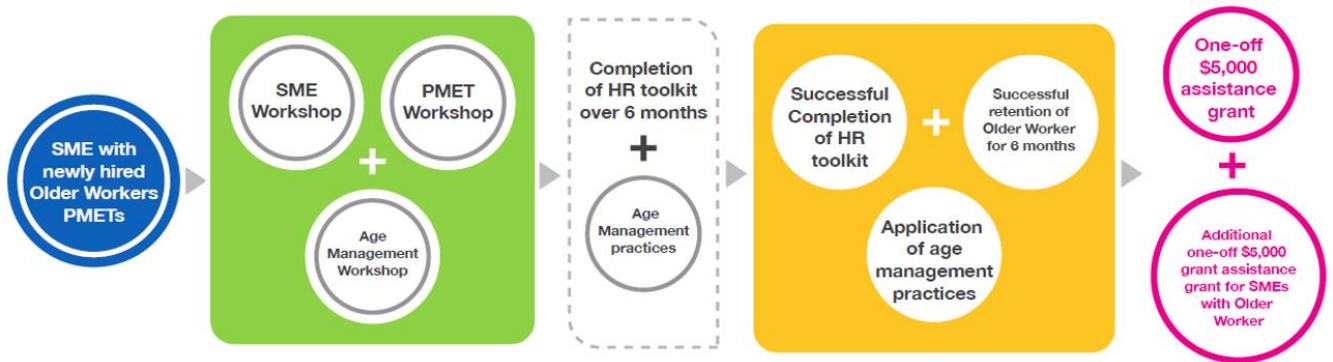
For Hiring SMEs:

Under P-Max and P-Max for Older Workers, appointed P-Max Programme Managers (PMs) will work with employment facilitation partners such as WSG Career Centres and e2i, to help screen and match job-seeking PMETs with suitable positions in hiring SMEs.

1. P-Max



2. P-Max for Older Workers (Singapore Citizen aged 50 and above)¹



P-Max PMs will work closely with SME and PMET participants to complete the relevant training and six-month follow-up thereafter under their respective P-Max programmes.

For Non-hiring SMEs:

3. P-Max Lite¹



SMEs with no immediate hiring need but would like to pick up progressive Human Resource (HR) practices can tap on P-Max Lite.

P-Max Programme Managers²

With support from WSG, six PMs have been appointed to administer their respective programmes under P-Max. The six PMs are:

- | | |
|---|---|
| 1. Association of Small and Medium Enterprises (ASME) | 4. Singapore Productivity Association (SPA) |
| 2. Singapore National Employers Federation (SNEF) | 5. U SME (An initiative of NTUC) |
| 3. Singapore Manufacturing Federation (SMF) | 6. Workforce Advancement Federation (WAF) |

¹ Effective 15 July 2019

² From 1st April 2020 onwards, SPA and U SME will cease to take in new P-Max applications

Programme Details

SME management/supervisors/HR representatives and their newly-hired PMETs will attend their respective workshops depending on the P-Max option chosen:

	P-Max	P-Max for Older Workers	P-Max Lite
PMET Workshop Duration: 2-3 days PMET hires will learn techniques to help them acclimatise to their new SME jobs.	✓	✓	NA
SME Workshop Duration: 1 day SME representatives will learn to <ul style="list-style-type: none"> Better communicate and manage their newly-hired PMETs Adopt and incorporate progressive HR best practices and guidelines within their SMEs. 	✓	✓	✓
Age Management Workshop Duration: 1 day SME representatives will learn to <ul style="list-style-type: none"> Better communicate and manage their newly-hired senior worker Adopt and incorporate age management practices within their SMEs. 	NA	✓	NA
Six-month post-workshop follow-up	✓	✓	NA

Funding Support

SMEs can receive up to 90% workshop funding support from WSG for the P-Max course selected. Only Singapore Citizens or Permanent Residents are eligible for the course fee subsidy.

Assistance Grant

Upon completion of the workshops, the appointed P-Max PMs will follow-up with the newly-trained PMET personnel and their SME Representative after a period of six months. SMEs who successfully complete the six-month follow-up and retain their newly-hired PMET employee, will be eligible for a one-off S\$5,000 Assistance Grant or one-off \$10,000³ Assistance Grant (for SMEs under P-Max for Older Workers).

³ Companies that have completed P-Max/Max Talent previously will only receive \$5,000 under P-Max for Older Workers

Eligibility Criteria

SMEs will need to meet the following criteria to be eligible for WSG funding support:

- Companies⁴ registered or incorporated in Singapore;
- Employment size⁵ (at group level⁶) of not more than 200; OR Annual sales turnover⁷ (at group level) of not more than S\$100 million;
- At least 30% local shareholding⁸ being held by Singapore Citizen or Singapore Permanent Resident
- Hired a PMET within the last three months (i.e. 90 days) prior to enrolment into programme, offering a gross monthly salary of at least \$2,500

PMETs will need to meet the following criteria to be eligible for WSG funding support:

<u>P-Max</u>	<u>P-Max for Older Workers (age 50 and above)</u>
<ul style="list-style-type: none"> • Be a Singapore Citizen or Permanent Resident who is keen to pursue a full-time career in an SME; and 	<ul style="list-style-type: none"> • Be a Singapore Citizen, age 50 and above who is keen to pursue a full-time career in an SME; and
<ul style="list-style-type: none"> • Possess educational qualifications that are Diploma or higher, or employed/have prior work experience in a PMET position; and • Completed National Service (if applicable) or graduated from a tertiary institution at least 12 months prior at the point of application 	

For more information on the P-Max Programme, refer to P-Max Frequently Asked Questions (FAQs)

⁴ Companies is used as a generic term and is intended to include non-business entities not registered with ACRA such as VWOs and societies, among others.

⁵ A company should include in its employment size any persons employed under a contract of service in accordance to the Employment Act. This is regardless of the nationality of the employee.

⁶ Group tracing

- i. All corporate shareholders(s) holding more than 50% of total shareholding of the company and any subsequent corporate parents.
- ii. All subsidiaries of the company.

⁷ Annual sales turnover refers to the revenue or sales turnover stated on the company's income statement.

⁸ This criteria is not applicable for non-business entities.

How to Apply

To apply for the P-Max Programme, you can either get in touch with WSG by visiting go.gov.sg/wsg-pmax-interest-1 or by scanning the QR code below.



Alternatively, you can contact the respective PMs below to apply.

P-Max			
Programme Managers	Telephone	Email	Website
ASME PnT Programme	6513 0349 / 0350	pmax@asme.org.sg	www.pmax.sg
SNEF PnT Programme	6827 6977	p-max@snef.org.sg	www.p-max.sg
SMF PnT Programme	6826 3051 / 3076	p-max@smfederation.org.sg	www.pmaxsingapore.com
SPA PnT Programme ²	6745 5833	p-max@spa.org.sg	www.pmax.spa.org.sg
U SME PnT Programme ²	6213 8850	p-max@ntuc.org.sg	www.pmax-usme.sg
WAF PnT Programme	9779 8008	pmax@waf.org.sg	www.pmax.waf.org.sg