



BUDGET MEASURE 2022/2023

**REFUND OF 50% OF COST INCURRED
TO TRAIN TRAINERS IN NEW FIELDS OF ICT
& NEW TECHNOLOGIES**

GUIDELINES

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1. Main Features:

- The above scheme emanates from the National Budget 2022/2023.
- The scheme provides for the refund of 50% of the cost incurred to train trainers in new fields of ICT
- The scheme will be for a period of one year starting from 01 November 2022 to 31 October 2023.

2. Eligibility Criteria

- The scheme is open to Mauritian citizens only.
- The scheme only caters for Train the Trainer programme in new fields of ICT.
 - The scheme is open only to trainers who are trainers in the field of ICT and are presently dispensing training in such field.
 - The applicant is eligible for the refund of training cost only once for a training programme already attended under this scheme.

3. Conditions attached to the Scheme

- The training must be of a duration of a maximum of 6 months.
- The training must be approved by the Mauritius Qualifications Authority (MQA) / Higher Education Commission (HEC) unless it will be attended abroad or to be dispensed online by foreign training institutions/universities.
- The applicant is required to provide an MQA course approval attesting that he/she is a trainer in the field of ICT. This condition shall apply to a trainer who is an employee of a Registered Training Institution or a freelance trainer or an internal trainer within an enterprise. Lecturers who are employed in Tertiary Education Institutions are required to submit an official correspondence from their respective employer certifying that they are presently dispensing training in the field of ICT at their respective Institution.

- The different fields of training which qualify for refund as approved by the HRD Council are as follows:
 - 1) Artificial Intelligence
 - 2) Machine Learning
 - 3) Robotics and Advanced Robotics
 - 4) Blockchain
 - 5) Virtual Reality/Augmented Reality
 - 6) Mobile Internet and Cloud Technology
 - 7) Digital Payments and Currency
 - 8) Big Data Analytics
 - 9) Computer Vision
 - 10) Quantum Computing
 - 11) Robotic Process Automation
 - 12) Cyber Security
 - 13) Other emerging technologies

- The trainers applying for refund may be in employment or may be freelancers who are offering training in Registered Training Institutions (RTIs), Tertiary Education Institutions (TEIs) or employed in enterprises.

- The application for refund may be made by the employer if the latter is sponsoring the trainer for the training or by the trainer himself, if the latter is incurring the full tuition fee.

4. Duration of the Scheme

- The scheme will be for a period of one year, starting from 01 November 2022 to 31 October 2023

5. Refund criteria

- 50% refund of the tuition fee will be effected upon successful completion of the training by the applicant
- For training dispensed locally (either by a Registered Training institution (face to face or live online mode) or In-House training delivered by an internal trainer or a local freelance trainer or a foreign trainer or training attended via

online platform or via live online mode from foreign institutions/universities), 50% of the tuition fee will be refunded subject to a maximum of Rs 30,000 per participant whichever is the lower.

- For training attended overseas, 50% of tuition fee will be refunded subject to a maximum of Rs 50,000 per participant whichever is the lower.

Note: Tuition fees means the fee paid for the training excluding cost of training materials, and other costs incurred in the conduct of the training.

6. Modus Operandi

The *modus operandi* of this scheme is as follows:

- Once the training programme is completed, the applicant should submit the application form G17 (which can be downloaded from the HRDC website www.hrdc.mu) together with the relevant documents.
- The application form with all relevant documents to be sent to the HRDC via registered post or Hand dispatch
- If the application is rejected, the applicant will be informed via email.
- The applicant may make an appeal to the HRDC for reconsideration of his application on sufficient grounds. The appeal will be submitted to the NTF Committee for consideration.

7. Application for Refund

- The duly filled in Application Form must be submitted by 30 November 2023 at latest. Any application submitted after this date will not be entertained.
- Applicants will be required to submit the following documents along with the Application Form G17:
 - Original Invoice (clearly mentioning the training programme, date(s) the training was held and number of participant/s).
 - Original Receipt (the receipt must refer to the invoice reference number).
 - Evidence of bank transfer if the tuition fee is paid in foreign currency to foreign institutions/universities.
 - MQA course approval of the training.

- Certificate of attendance or certificate of completion of the training.
- A copy of an MQA approved course attesting that the applicant is a trainer in the field of ICT. (This condition applies to a trainer who is an employee of an RTI or a freelance trainer or an internal trainer within an enterprise).
- Lecturers who are employed in Tertiary Education Institutions must submit an official correspondence from their employer certifying that they are dispensing training in the field of ICT at their respective Institution.
- Copy of the Business Registration Certificate (BRC) (applies to freelance trainers only).
- Copy of NIC of the trainer.
- Copy of upper part of the bank statement of the trainer/TEI/RTI for refund purposes.

(Documents submitted in copies must be certified true copy of the originals)

8. The Application Form **G17** along with all relevant documents must be submitted by registered post or hand dispatched to:

**The Director, Human Resource Development Council,
4th Floor, NG Tower, Cybercity, Ebène 72201**

9. Funding of the scheme

- The scheme will be financed from the National Training Fund of the HRDC

For any assistance and further information, please contact Mrs B. Goteea on **464 4235** or by email at bgoteea@hrdc.intnet.mu.

Disclaimer: (i) *The HRDC reserves the right not to entertain application from applicants*
(ii) *The Scheme may be amended, suspended or discontinued in the event of any force majeure (unforeseen or unavoidable event).*
