

Branch Information Update

Employer need to update the branch details as format below and submit via email to employersupport@hrdcorp.gov.my

BRANCH INFORMATION UPDATE

MyCoID/ SSM Registration no:	
Company Name:	

(A) New Branch Information Update

No.	<u>Branch Name</u>	<u>Branch Address</u>	<u>Postcode</u>	<u>City</u>	<u>State</u>	<u>Telephone Num.</u>	<u>Fax Num.</u> (if applicable)	<u>Email Address</u>	<u>PIC</u>

(B) Existing Branch Information Update

Examples

No.	<u>Branch Name</u>	<u>Branch Address</u>	<u>Postcode</u>	<u>City</u>	<u>State</u>	<u>Telephone Num.</u>	<u>Fax Num.</u> (if applicable)	<u>Email Address</u>	<u>PIC</u>
1	ABC	-	-	-	-	603-XXXXXXX	-	-	-
2	DEF	-	-	-	-	-	-	def@gmail.com	-

3	GHI	-	-	-	-	-	-	-	Ali Bin Abu
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Note: Only fill in the changes needed for the existing branches.

Existing Branch Information Update

No.	<u>Branch Name</u>	<u>Branch Address</u>	<u>Postcode</u>	<u>City</u>	<u>State</u>	<u>Telephone Num.</u>	<u>Fax Num.</u> (if applicable)	<u>Email Address</u>	<u>PIC</u>

Approved By