

Quick Reference for Human Resource Personnel

Collated by Sector Manpower & Leadership Development (SMLD)

Updated as of September 2023

Introduction

Sector Manpower & Leadership Development (SMLD) aims to strengthen the capability and capacity of Social Service Agencies (SSAs), and uplift the value and attractiveness of the social service sector, in order to empower individuals, families, and communities.

This deck is specially curated for SSAs to share more about the schemes and initiatives available for your agency and staff. We hope that SSAs will be able to tap on these resources to develop and strengthen the manpower capability of your agency.

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01 | Profiling of Social Service Professionals (SSP)

01 | Profiling and Recognition of Social Service Professionals (SSPs)

1.1. Build Employer Branding through Tribe

About Tribe



Supported by



Social Service Tribe is a strategic platform used to collectively promote the sector as ONE with an intention to attract relevant manpower for the sector.

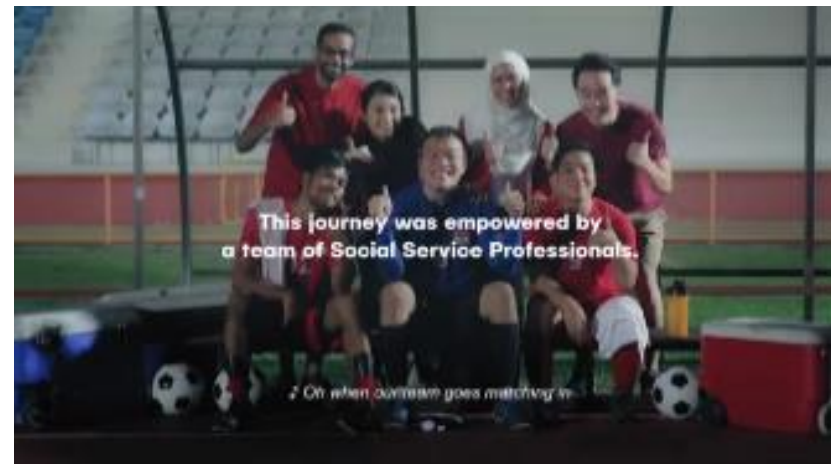
Learn about Tribe

Visit our website

www.ncss.gov.sg/socialservicetribe

Discover

how a team of Social Service Professionals empowered the Lions of Singapore's Cerebral Palsy Football Team at go.gov.sg/cplions



01 | Profiling and Recognition of Social Service Professionals (SSPs)

1.2. Tribe Publicity platforms: Website and Social Media

How does Tribe initiative help you?

- Create opportunities for social service professionals to be featured on NCSS/ Tribe platforms
- Recognition of employees boost staff morale
- Increase awareness of agency work and social service sector
- Improve employer value proposition



Facebook

- >21,000+ followers



Instagram

- 2,500+ followers



LinkedIn

- 1,800+ followers



 **Find out more!**

Contact us at Sector_Manpower@ncss.gov.sg

2 | Talent Attraction and Retention Initiatives



2.1 Social Service Tribe Career Dialogue and Learning Journeys

Join to strengthen talent pipelines



2.2 MyCareersFuture Portal (MCF)

Post your openings and directly reach out to jobseekers



2.3 Social Service Scholarship and Social Service Tribe Study Award

Recruit from a pool of passionate individuals with the right skills

02 | Talent Attraction and Retention Initiatives

2.1 | Social Service Tribe Career Dialogue and Learning Journeys


What is it?

Engagement session with Pre-Entrants to increase awareness and understanding about the social service sector and its career opportunities through a panel dialogue session with social service professionals from various job roles

How does this help you?

Partner and join us as a panellist to create awareness of agency work and sector



 **Find out more!** Contact us at Sector_Manpower@ncss.gov.sg

02 | Talent Attraction and Retention Initiatives

2.2 | MyCareersFuture (MCF) Job Portal

What is it?

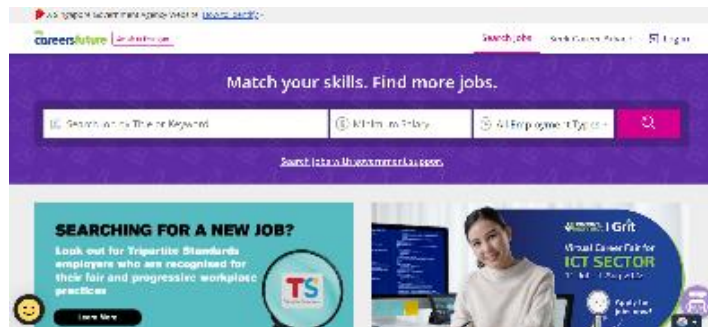
A national job portal managed by Workforce Singapore for organisations to post job openings

How does this help you?

- Publicise job openings directly to individuals who are interested in social service
- Potentially reduces time involved in recruitment

MyCareersFuture (MCF) Portal

www.mycareersfuture.gov.sg



Jobseekers may also access MCF via our Social Service Tribe Website www.ncss.gov.sg/socialservicetribe



More than
10,000
visitors every
month!

🗨️ Find out more!

<https://service-portal.skillsfuture.gov.sg/s/feedback/> or 6883 5885

🗨️ Learn to use the job portal

go.gov.sg/mcfguide

02 | Talent Attraction and Retention Initiatives

2.3 | Social Service Scholarship and Social Service Tribe Study Award

What is Social Service Scholarship?

- Administered by the National Council of Social Service, the **Social Service Scholarship** is awarded to outstanding individuals with a passion for social service and strong leadership qualities.

How does this help you?

- Recruit from a pool of scholars from different professions
- Scholars serve a 3 to 4-year bond period with a NCSS-member Social Service Agency (SSA)

	Social Service Scholarship	Singapore-Industry Scholarship (SgIS)
Professions	<ul style="list-style-type: none"> Social Work Occupational Therapy Physiotherapy Speech and Language Therapy Psychology 	<ul style="list-style-type: none"> Corporate roles (i.e. Volunteer Executive, Partnerships and Engagement, Communications and Engagements)
Availability to commence work	<ul style="list-style-type: none"> July (Social Workers & Clinical Psychologists) September (Therapists) January (Educational Psychologists) 	<ul style="list-style-type: none"> July
Upon completion of their studies, scholars will serve their bond with the Social Service Agencies (SSAs)		

02 | Talent Attraction and Retention Initiatives

2.3 | Social Service Scholarship and Social Service Tribe Study Award

What is Social Service Tribe Study Award?

- In partnership with NCSS-member Social Service Agencies (SSAs), the **Social Service Tribe Study Award** is offered to full-time undergraduates and postgraduates with a strong passion and commitment to serve in the social service sector.

How does this help you?

- Receive 90% funding support¹ to fulfil your agency’s manpower needs
- Awardees serve a bond period of 1 to 3 years with your agency

¹*Subjected to a cap based on the type of Study Award*

Support Manpower Planning with these Professions	
Undergraduate Programmes	Social Work Occupational Therapy Physiotherapy Speech and Language Therapy
Postgraduate Programmes	Speech and Language Therapy Psychology

 **Find out more!** Contact us at Sector_Manpower@ncss.gov.sg



2.4 Career Conversion Programme for Social Workers (CCPSW)

Salary support for hiring mid-career switchers



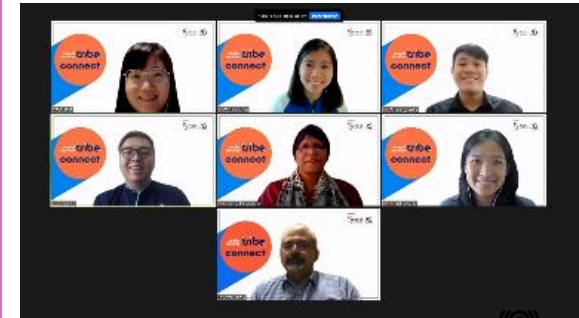
2.5 Career Conversion Programme for Allied Health Professionals (CCPAHP)

Address the need for Therapists



2.6 Sun Ray Scheme

Provide good quality professionals that SSAs can tap on for their recruitment needs.



2.7 Social Service Tribe Connect

Engagement sessions to support early entrants Social Service Professionals in the Sector

02 | Talent Attraction and Retention Initiatives

2.4 | Career Conversion Programme for Social Workers (CCPSW)

What is it?

- Place-and-Train programme where mid-career individuals who wish to make a career switch to become a Social Worker are hired by a participating agency before commencing training to take on new job role
- Salary support* for employers
- Up to 70% of salary support, capped at \$4,000 per month; or
- Up to 90% salary support, capped at \$6,000 for hiring of mature trainee (above age 40) or long-term unemployed Singapore Citizens/ PRs

**Subjected to changes/revisions*

How does this help you?

- Address the demand for Social Worker to meet agency's requirement
- Salary support to participating employers

Find out more!

go.gov.sg/ccpsw or

Contact us at Sector_Manpower@ncss.gov.sg

Study Programmes	Bachelor of Social Work (BSWK)	Graduate Diploma in Social Work (GDSWK)
Course Duration and Bond Period (same duration)	24-month study period + 24-month bond period	18-month study period + 18-month bond period
When can employer expect trainees to commence work	By SUSS course commencement in August (Under CCPSW, trainees work full-time with their sponsoring Employers while studying part-time at SUSS concurrently.)	

02 | Talent Attraction and Retention Initiatives

2.5 | Career Conversion Programme for Allied Health Professionals (CCPAHP)

What is it?

- Train-and-Place programme where mid-career individuals who wish to make a career switch to be a Physiotherapist (PT) or Occupational Therapist (OT) pursue full time Bachelor studies and serve bond with employer upon graduation
- Course Fees for Singaporeans and PRs fully sponsored
- Employer to co-pay \$20,000 + Course Fee's GST; OR
- \$2,000 + Course Fee's GST for hiring of long-term unemployed mature trainees

How does this help you?

- Address the demand for Therapist to meet agency's requirement
- Trainees are bonded with sponsoring employer

🗨️ Find out more!

go.gov.sg/ccpahp or

Contact us at Sector_Manpower@ncss.gov.sg

Study Programmes	Bachelor of Science with Honours in Occupational Therapy	Bachelor of Science with Honours in Physiotherapy
Course Duration	4 Years Full Time	4 Years Full Time
Bond Period	4 years	
When can employer expect trainees to commence work	September	

02 | Talent Attraction and Retention Initiatives

2.6 | Sun Ray Scheme

What is it?

- A leadership career scheme to systematically groom and develop individuals who have strong leadership qualities to head professional practices and agencies in the sector
- Candidates on the Sun Ray Scheme will be deployed to different social service agencies based on needs of the agency

How does this help you?



Source for The Right Talent

We identify promising professionals for leadership and succession planning and plan manpower needs for social service agencies.



Professionals for Placement

We have a ready pool of high calibre and experienced candidates who can fill current vacancies at different levels.



Offer Active Involvement In Key Areas of the Scheme

You will be actively involved in the selection and appraisal of candidates to find the right fit for your agency and contribute to greater cohesiveness in the development of future leaders for the sector.



Provide Salary Subsidies

We offer salary subsidies for social service agencies on the Sun Ray scheme. You only need to pay a secondment fee, which is a subsidised rate of the salary and benefits provided to the candidates.



Sector Collaboration

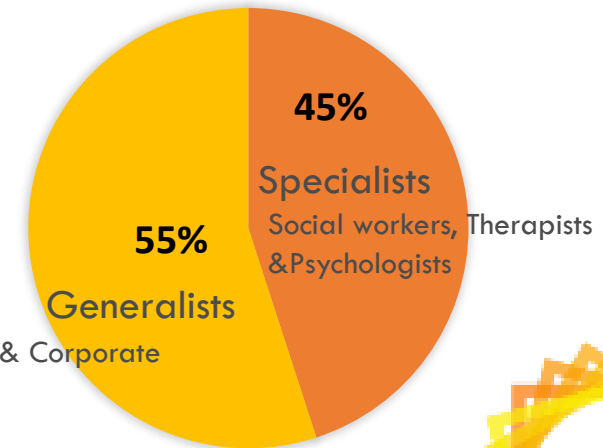
Through the candidates, your agency can tap on the Sun Ray community for cross-agency collaboration.



Training & Development

We cover the training costs to develop the candidates to help them succeed at your agency.

More than 120 Sun Rayz seconded to close to 50 SSAs



C-suites & Corporate functions



Find out more!

<https://go.gov.sg/ncss-sun-ray>

Or contact Sun_ray@ncss.gov.sg

02 | Talent Attraction and Retention Initiatives

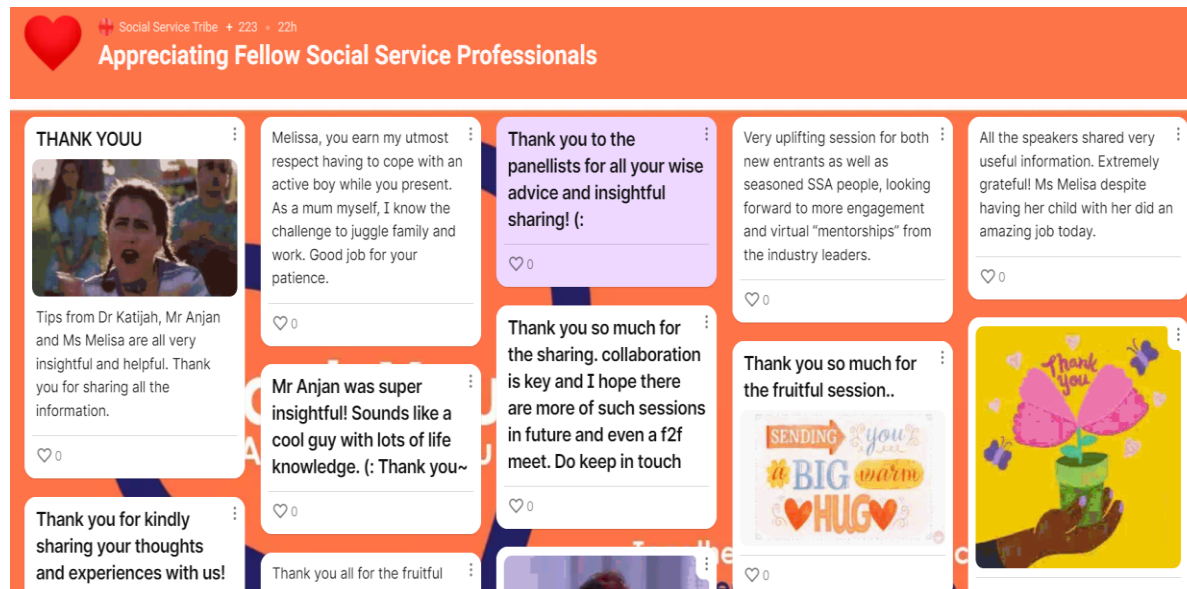
2.7 | Social Service Tribe Connect

What is it?

- Engagement session with Early Entrants, covering pertinent issues relevant to Social Service Professionals (SSP) through sharing and panel discussions with experienced SSPs

How does this help you?

- Get valuable tips and insights from experienced SSPs to thrive in the sector
- Improve engagement and retention of early entrants



 Find out more!

Contact us at Sector_Manpower@ncss.gov.sg

3 | Career Development Pathways for SSPs

4.1 SOCIAL SERVICE PROFESSIONALS DEVELOPMENT PATHWAYS

Foundational Leadership	Intermediate Leadership	Advanced Leadership
Develop managerial competencies of managers	Deepen competencies of senior leaders through post-graduate programmes	Enhance leadership competencies of Head of Agencies

4.2 Social Service Fellowship (SSF)

Recognises Social Service Professionals who are at or near the apex of their professions for their professional expertise and contributions to the sector

4.3 Sabbatical Leave Scheme (SLS)

Salary support whilst social service professionals are away to recharge themselves

03 | Career Development Pathways for SSPs

3.1 | Social Service Professionals Development Pathways Overview

	Benefits to Agencies	Eligibility Criteria	Funding Quantum/ Scope
Foundational Leadership	<ul style="list-style-type: none"> ✓ Strengthen leadership pipeline ✓ Obtain funding to develop leadership capabilities in promising employees 	<ul style="list-style-type: none"> • Managers in SSAs • At least 3 years of relevant work experience 	<ul style="list-style-type: none"> • Group coaching for 80 managers/year • 5 course runs/year
Intermediate Leadership	<ul style="list-style-type: none"> ✓ Flexibility to design leadership capability building initiatives 	<ul style="list-style-type: none"> • Heads of Department and Senior Social Service Practitioners • At least 5 years of relevant work experience 	<ul style="list-style-type: none"> • Up to \$200k per awardee for post-graduate programmes
Advanced Leadership		<ul style="list-style-type: none"> • Head of Agency job grades (incl Chief Executives/Executive Directors) and Senior Specialists with organisation management roles (e.g. Centre Heads) • At least 10 years of relevant work experience 	<ul style="list-style-type: none"> • Up to \$25k per awardee for executive development programmes

03 | Career Development Pathways for SSPs

3.2 | Social Service Fellowship (SSF)

Overview

	Benefits to Agencies	Eligibility Criteria	Funding Quantum
Social Service Fellowship (SSF)	<ul style="list-style-type: none">✓ Recognition of leading professionals✓ Strengthen leadership pipeline	<ul style="list-style-type: none">• SG Citizen or Permanent Resident (PR)• At least 10 years of current and relevant working experience in the social service or associated sectors e.g. healthcare• A Counsellor, EIPIC Teacher, Psychologist, Social Worker, or Therapist	<ul style="list-style-type: none">• \$12,000 annual service recognition allowance upon fulfilment of 80 hours of sector contribution• Serve a 3 year term

Find out more about Social Service Fellowship [here](#).

03 | Career Development Pathways for SSPs

3.3 | Sabbatical Leave Scheme (SLS)

How does this help you?

- Offers salary support whilst employee(s) are away
- Assists in the retention of valuable employees who are interested in taking time off to recharge and upskill themselves

Overview

Eligibility Criteria*	Funding	Requirements	Typical Application Periods
<ul style="list-style-type: none"> • Social Workers • Therapists (Occupational, Speech, Physiotherapists) • Psychologists • Counsellors • Early Intervention Teachers 	10 weeks of paid leave with salary support capped at \$15,000, during the sabbatical period	<ul style="list-style-type: none"> • Serve a bond • Mentor junior social service professionals • Conduct a sharing session within agency • Submit written report to employer and NCSS 	<ul style="list-style-type: none"> • Mar • Jul • Sept • Nov

**The revised eligibility criteria will be made available from FY23 onwards.*

Find out more about Sabbatical Leave Scheme [here](#).

03 | Career Development Pathways for SSPs

Contact Person

No	Scheme	Contact Person	Email
1	Social Service Professionals Development Pathways	Ms June Soo	Leadership_Development_Programme@ncss.gov.sg
2	Social Service Fellowship (SSF)		Social_Service_Fellowship@ncss.gov.sg
3	Sabbatical Leave Scheme (SLS)	Ms Ang Hui Zhen	Ang_Hui_Zhen@ncss.gov.sg

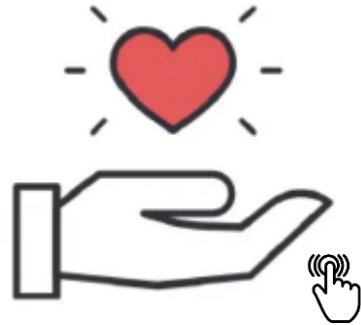
4

Resources for Organisational Training and Development



4.1 Professional Capability Grant (PCG)

Support agencies' training needs



4.2 Charities Capability Fund (CCF)

Support charities' governance and management capabilities

COMMUNITY
CAPABILITY
TRUST



4.3 Community Capability Trust (CCT)

Support the sector's capability and capacity-building needs



4.4 Capability Circles

Sustain and strengthen agencies' capabilities and People Practices through networking and sharing of best practices

04 | NCSS Resources for Organisational Development

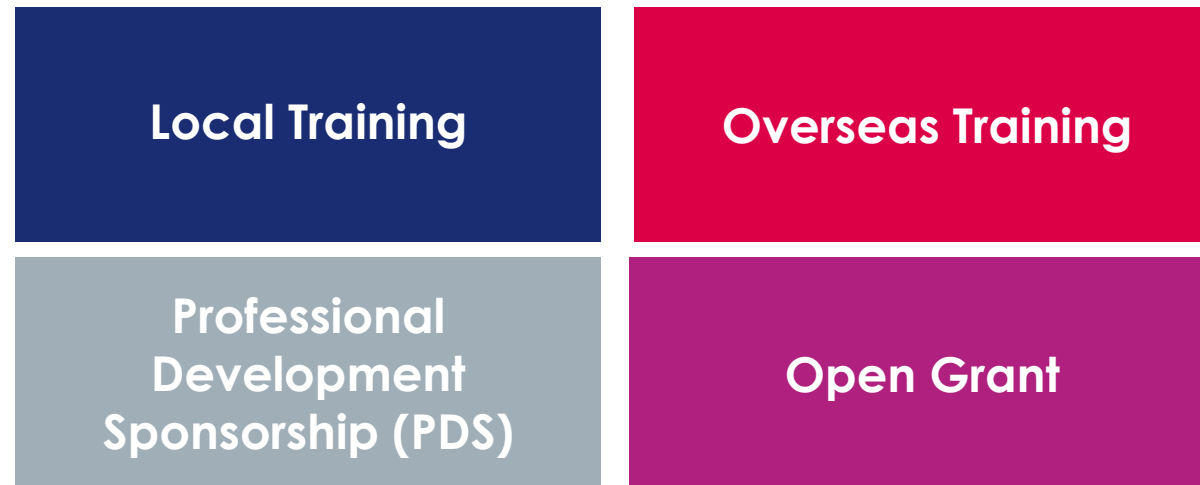
4.1 Professional Capability Grant (PCG) | Overview

What is it?

- A grant that supports local and overseas training, leadership development, as well as upgrading of skills and educational qualifications within the sector.

How does this help you?

- Increase professional capability of staff
- Improve service provision



4.1.1 PCG I For Local Training Programmes

Funding Components	Description	Funding Quantum	Applicable to Foreigners
Professional Skills-Based Training	Specific skills-based training for professionals in the social service sector	Up to 80%, capped at \$1,400 (for Pre-approved courses) Up to 20%, capped at \$600 (for Direct Training Applications)	Yes
Accredited Certificate and Specialist Diploma	Professional short-term courses (up to 6 months) to deepen skills and capabilities related to the social service sector	Up to 80%, capped at \$5,200	No

**Refer to [PCG Website](#) for more information.*

4.1.2 PCG I For Overseas Training Programmes

Funding Components	Description	Funding Quantum	Applicable to Foreigners
Overseas Training Grant	Short-term overseas courses, seminars, conferences and study trips to acquire professional skills and knowledge not readily available in Singapore	Up to 80%, capped at \$20,000 (For trips that involve paper presentations) Up to 60%, capped at \$20,000 (For trips that do not involve paper presentations)	No

**Refer to [PCG Website](#) for more information.*

4.1.3 PCG | Professional Development Sponsorships (PDS)

Funding Components	Description	Funding Quantum	Applicable to Foreigners
Pipeline Courses	Partial sponsorships for in-service professionals to acquire recognised qualifications for Social Work and Psychology and other relevant graduate and post-graduate studies	Up to 75%, capped at \$99,400 (overseas studies only applicable to selected Masters Psychology courses)	No
Non-Pipeline Courses	<p><u>Bond Terms:</u></p> <ul style="list-style-type: none"> Bond period will be pegged to the course duration, with the sponsoring SSA 	Up to 50%, capped at \$37,500	No

**Refer to [PCG Website](#) for more information.*

4.1.4 PCG | Open Grant

Funding Components	Description	Funding Quantum	Applicable to Foreigners
Open Grant	Supporting SSA-initiated and centrally-driven initiatives that raise professional capability, including clinical supervision efforts	SSA-initiated projects <ul style="list-style-type: none"> • Projects involving 1 SSA - Up to 80%, capped at \$100,000 • Projects involving more than 1 SSA - Up to 100%, capped at \$200,000 Centrally-driven <ul style="list-style-type: none"> • Up to 80%, capped at \$800,000 over 3 years 	No

**Refer to [PCG Website](#) for more information.*

4.2 Charities Capability Fund (CCF) | Overview

How does this help you?

CCF aims to enhance productivity, operational efficiency, governance and management capabilities of charities and Institutions of a Public Character (IPCs).

Training Grant	Consultancy Grant	Shared Services Grant	Info-Comms Technology (ICT) Grant	Collaboration Grant
<ul style="list-style-type: none">• Support training courses for charities' board members and staff (who have served in the charities for at least 6 months with an official designation) in key governance and management areas	<ul style="list-style-type: none">• Support consultancy projects by external consultants to review and draft policies and SOPs for the charity, and in attaining organisational excellence certifications and accreditations in key governance and management areas	<ul style="list-style-type: none">• Support outsourcing of corporate functions such as payroll, finance, accounting, human resource and IT functions to third-party service providers to improve backroom-operations efficiency	<ul style="list-style-type: none">• Support purchase of basic infrastructure components by small and medium size charities• Support adoption of digital solutions that can enhance productivity and operational efficiency of charities	<ul style="list-style-type: none">• Support ground-up collaborations and incentivise charities to consolidate their needs and build capabilities/solutions that can be shared among charities. Support projects that could enhance charities' governance, productivity, operational efficiency and capabilities development


04 | NCSS Resources for Organisational Development

4.3 Community Capability Trust (CCT) | Overview

SSA-targeted schemes and sector-development initiatives curated by MSF and NCSS

Open grant scheme to support SSA-initiated projects

Desired Outcomes

- 
1. **Stronger SSAs** that are able to adapt to manpower & funding constraints to run social services effectively
 2. **Key SSAs have the capacity & capabilities** to support MSF's and NCSS's service plans
 3. **Community involvement** in funding capability and capacity-building, and **better education of donors** on the importance of supporting these needs

4.3.1 CCT Approach | Organisational Health Framework for Social Services (OHFSS)

What is it?

It provides a common language to assess, measure and discuss organisational health. It is made up of 7 domains and 32 sub-domains.

How does this help you?

- Establish SSA's current state of organisational health for strategic planning of capability- and capacity-building efforts
- Guide SSAs on the funding and support to apply for under the CCT



Find out more!

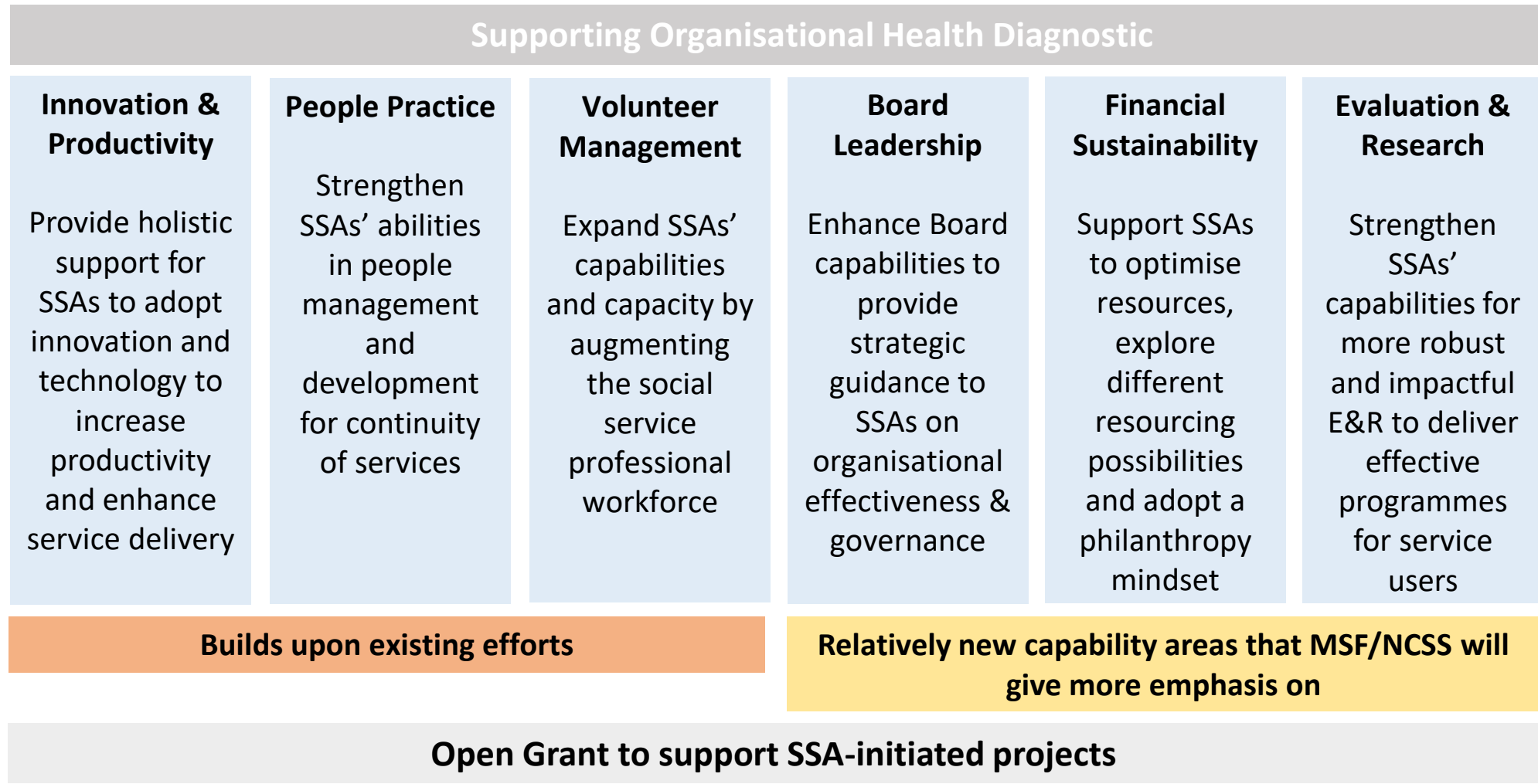
www.ncss.gov.sg/social-service-agencies/capability-building

Or contact Organisation_Development@ncss.gov.sg

04 | NCSS Resources for Organisational Development

4.3.2 CCT Pillars | Focus of CCT

CCT will focus on helping SSAs identify and prioritise their capability building needs through the OHFSS and support them in implementing solutions and strategies across the 6 key capability areas.



4.3.3 CCT Pillars | Schemes for Application

Schemes will be rolled out progressively in phases, starting with the schemes below.

Supporting Organisational Health Diagnostic

- Organisational Health Diagnostic Scheme

Innovation & Productivity

- Tech-and-GO!

People Practice

Coming soon

Volunteer Management

Coming soon

Board Leadership

Coming soon

Financial Sustainability

Coming soon

Evaluation & Research

- Funding to support Evaluation & Research Projects

Open Grant to support SSA-initiated projects

- CCT Open Grant

SSAs can visit the [OurSG Grants \(OSG\) portal](#) to apply for CCT

 **Find out more!**

[www.ncss.gov.sg/our-initiatives/community-capability-trust-\(cct\)/cct-pillars](http://www.ncss.gov.sg/our-initiatives/community-capability-trust-(cct)/cct-pillars)

For assistance with CCT applications, contact CCT_Enquiries@ncss.gov.sg

4.4 Capability Circles I Overview

Seminars / Webinars

Engaging external consultants to conduct sharing and Panel Discussions on current best practices in manpower capability-related areas

People Practices Workshops & Advisory Clinics

Engaging external consultants to equip Social Service Agencies (SSAs) with People Practice capabilities through functional training sessions to effectively implement best practices within SSAs

4.4.1 Capability Circles I Seminars / Webinars

Seminars/ Webinars cover various themes:

E.g.

- Coaching & Performance Management
- Capability Development
- Total Rewards

Target Audience:

Social Service Agency leaders and
Human Resource practitioners.

*depends on the topic of the seminar/ webinar



CAPABILITY CIRCLES WEBINAR
The Value of Flex:
Leveraging Flexible Work Arrangements for
Organisational Effectiveness



In the current COVID-19 situation, Flexible Work Arrangements (FWAs) have become increasingly common. Observers predict that a hybrid model of work may become the Post-COVID norm – with employees working partially in the office, and partially from home.

How can Social Service Agencies keep up with the evolving workforce and leverage FWA for greater organisational effectiveness?

Let's hear from Judith Alagirisamy from TAFEP, to discover:

- The value that Flexible Work Arrangements can bring to your organisation.
- How to overcome common barriers to putting FWA in place.
- Best practices in making FWA happen



CAPABILITY CIRCLES WEBINAR SERIES

How can we turn crisis into opportunity for transformation?
As part of NCSS's efforts to support the Social Service Agencies, we have planned a series of webinars to address topics that are relevant to the current climate.

Self-Care for Helping Professionals:
Making Sense of Life During COVID-19 & Journey Together

Join the Therapists from Counselling and Care Centre, as they navigate uncertainties and instabilities that we have become familiar with during this season. This webinar hopes to create a safe-space for us to have an honest dialogue on how we can do self-care, together.

Date & Time:
14th May, 3:30 – 4:30 pm
20th May, 3 – 4 pm

Find Capability Circles Community on Gatherpage to get latest notification on the upcoming sessions.

Connect with us   [ncss.gov.sg](https://www.ncss.gov.sg)



CAPABILITY CIRCLES WEBINAR SERIES

How can we turn crisis into opportunity for transformation?
As part of NCSS's efforts to support the Social Service Agencies, we have planned a series of webinars to address topics that are relevant to the current climate.

Future of Work:
Workforce Transformation through Job Redesign

COVID-19 has propelled the growing need to think about workforce transformation to increase productivity and retain talent. During this session, we will look into how job redesign can help organisations reshape their workforce to adopt technologies, increase digital competency, and create a vibrant workforce that is multi-generational. Join us as we take a look at how we can redesign jobs to be ready for the future together with Ernst & Young, Centre for Seniors, and SPD.

Date & Time:
26th May, 11 a.m – 12.30p.m

Find Capability Circles Community on Gatherpage to get latest notification on the upcoming sessions.

Connect with us   [ncss.gov.sg](https://www.ncss.gov.sg)

 Find out more!

Contact us at Sector_Manpower@ncss.gov.sg

04 | NCSS Resources for Organisational Development

4.4.2 Capability Circles I People Practices Workshops & Advisory Clinics

- **Workshops:** Practice-focused workshops to equip social service professionals with knowledge and skills
- **Advisory Clinics:** One-on-one tailored advice and support for any challenges your SSA may face

Workshops & Advisory Clinics cover various topics:

E.g.

- Coaching & Performance Management
- Capability Development
- Total Rewards

Target Audience:

Social Service Agency leaders and Human Resource practitioners.

*depends on the topic of the workshop/ advisory clinic

 **Find out more!**

Contact us at Sector_Manpower@ncss.gov.sg

5 | Other Resources

6.1 Salary Guidelines for Social Service Sector

Support for agencies in setting competitive salaries with reference to market data and benchmarks

6.2 Other Resources

Workforce Singapore (WSG), Tripartite Alliance Limited and SkillsFuture Singapore (SSG) render programmes and services as additional support for organisational development

5.1 Social Service Sector Salary Guidelines

What is it?

- The sector salary guidelines provide an indication of market pay reference for job roles typically found in the social service sector
- Job grades within the guidelines are aligned to corresponding skills and competencies in the Skills Frameworks (SFw) for Social Service, Early Childhood, and Healthcare
- Agencies are recommended to take reference from the guideline for compensation matters, taking into consideration their own organisation needs and structures

How does this help you?

- Improve talent recruitment and retention by setting competitive salaries based on market data and benchmarks

 Find out more!

Contact us at Sector_Manpower@ncss.gov.sg

Refer to
Sector Salary Guidelines
for the guidelines



- Career Trial



- Skills Framework (SFw)
for Social Service



- Advisory Services

5.2.1 Workforce Singapore (WSG)

Career Trial

- It allows employers to assess jobseekers' job fit through a short term work trial (up to 3 months) before offering employment for full-time (paying at least \$1,500/mth) and part-time (paying at least \$750/mth) positions to suitable Singapore citizens.
- **Contact Information:**
 - WSG: 6883 5885 or visit <https://portal.ssg-wsg.gov.sg/>
 - NTUC's e2i: 6474 0606 or email to followup@e2i.com.sg



Find out more [here](#)

5.2.2 SFw for Social Service

What is it?

- Provides information on the sector, career pathways, job roles
- Highlights existing and emerging new skills for further development

Self Help

- [Downloadable](#) resources on SFws professional documents



Consultancy & Other Support

- Consultancy services
- HR technology solutions

🗨️ Find out more!

Contact Ms Loh Man Yong at
Loh_Man_Yong@ssg.gov.sg

5.2.3 TAFEP

Tripartite Alliance for Fair & Progressive Employment Practices (TAFEP)

- An agency of the Tripartite Alliance Limited, TAFEP helps employers build workplaces where employees are respected, valued and able to achieve their fullest potential.
 - Briefings: Addressing Unconscious Bias at the Workplace
 - Workshops: Recruitment Practices, Fair Grievance Handling, Flexible Work Arrangements
- **Contact Information:**
 - 6838 0969 or email to ts@tafep.sg



Find out more [here](#)

Senior Worker Support Package (Extended)

1) Part-time Re-employment Grant (PTRG)

Provides up to \$125,000 to employers who offer part-time re-employment other flexible work arrangements (FWAs) and structured career planning (SCP) to senior workers. The total eligible funding will be capped at 50 senior workers per company.

2) Senior Employment Credit (SEC)

Provides wage offsets, ranging from 3% to 8%, to employers who hire Singaporean workers aged ≥ 60 and earning up to \$4,000 per month.

3) CPF Transition Offset (CTO)

Provides employers with transitional wage offset of 50% of the increase in employer CPF contribution rates in 2024, for every Singaporean and PR worker aged >55 to 70.

Find out more about:

- PTRG on [WSG website](#)
- SEC and CTO on [IRAS website](#)

Enabling Employment Credit (EEC) (Expanded)

- Provides up to 20% wage offset (up to \$400/mth) to employers who hire Singaporean Persons and PRs with Disabilities (PwDs) aged ≥ 13 and earning up to \$4,000 per month.
- Up to additional 20% wage offset for first 9 months (up to \$400/mth) for hiring PwDs who have not been working for at least 6 months.

Open Door Programme (ODP)

The ODP aims to encourage employers to hire, train and integrate PwDs into the workplace through:

- **Job Redesign Grant:** supporting up to 90% of job redesigning costs, capped at \$20,000 per employee with disability.
- **Training Grant:** course fee subsidies of up to 90% for employees with disabilities to attend training courses or employees without disabilities to attend courses on working with colleagues with disabilities.
- **Recruitment and Job Support Services:** registered ODP employers will receive recruitment assistance as well as up to 1 year of job support for every PwD placed.

Contact Information:

- 1800-8585-885 or email to opendoor@senable.sg

Find out more about:

- EEC on [IRAS website](#)
- ODP on [SG Enable website](#)

Thank you

For any enquires or information, please contact
Sector_Manpower@ncss.gov.sg