

Human Resources Job Redesign Initiative (HR-JR)

[Formerly known as HR Tech Transformation Programme (HRTTP)]

Programme Objective

The Human Resources Job Redesign Initiative (HR-JR) [formerly known as HR Tech Transformation Programme (HRTTP)] aims **to support enterprises through HR process re-engineering, redesigning of impacted HR job(s) and managing HR job transitions.**

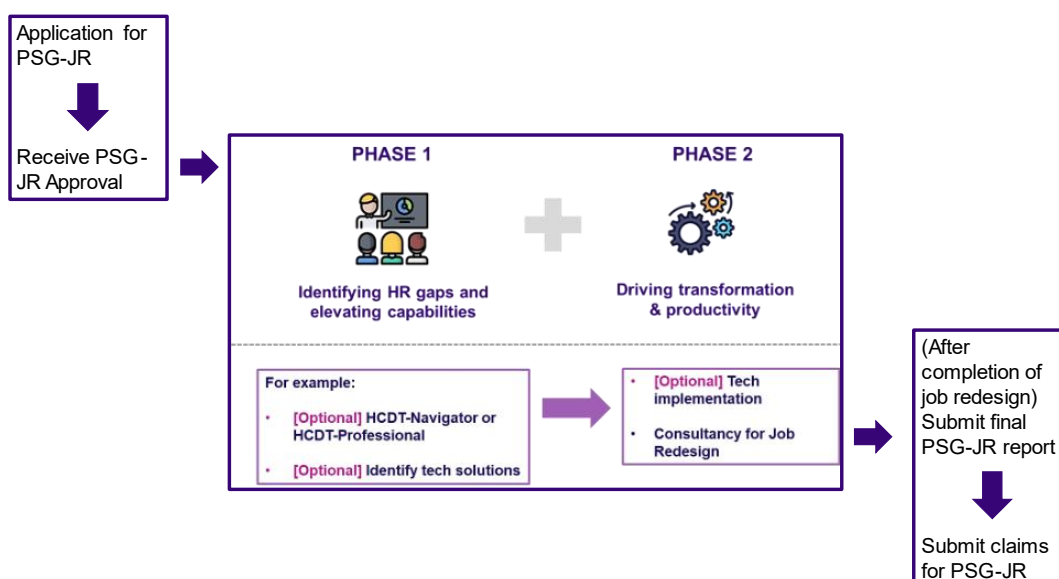
With strengthened processes and job redesign, HR professionals could spend more time on strategic HR to meet the organisation’s business objectives. Adopting HR technology could also enable a positive employee experience through the online delivery of HR services at their fingertips.

HR-JR Support for Enterprises

Through the HR-JR, enterprises can address various priorities e.g.:

- a. Increase job value and better job satisfaction through job enrichment or enlargement;
 - b. Improve productivity through the review of work processes to streamline administrative or transactional tasks, and pivot to strategic HR functions;
 - c. Strengthen employee engagement and experience, as well as enhance employer branding;
- or
- d. Implement HR technology solution.

There are two phases in the HR-JR between project approval and submission of project report for funding claims. Enterprises will be supported through the following milestones and services:



Phase 1 - Diagnose HR gaps and identify priority areas for improvement; interested enterprises can opt to use HCDT-Navigator or HCDT-Professional¹ to assess opportunities and gaps.

Phase 2 – Through the **Consultancy for Job Redesign**, enterprises receive recommendations on priority areas for improvement based on business objectives (e.g. adopt HR technology solutions², enrich or enlarge HR job roles) and guidance to implement the changes.

Support for Job Redesign under Productivity Solutions Grant (PSG-JR)

Enterprises will receive funding support through PSG-JR for job redesign-related consultancy costs incurred in their projects.

About PSG-JR

The Singapore National Employers Federation (SNEF) is appointed by WSG as the Programme Manager to administer the PSG-JR. Consultancy services for HR-JR will be provided by the consultants supporting PSG-JR (click [here](#) to view panel of consultants).

The appointed consultant will support participating enterprises to redesign work processes, job tasks and responsibilities, including the following areas:

- Scope and develop proposals for PSG-JR; and
- Support the implementation of the PSG-JR project and work with the enterprise to achieve the committed deliverables for the project.

Funding Rates

Eligible enterprises will receive the following for approved projects³:

- Up to 70% funding for consultancy services, capped at \$30,000 per enterprise.

Participating enterprises have up to one year to complete their job redesign project.

On top of the above funding support for PSG-JR, eligible enterprises can also tap on the SkillsFuture Enterprise Credit (SFEC) to defray out-of-pocket (OOP) expenses for supportable programmes and components. Eligible enterprises will receive a one-off \$10,000 credit per firm to cover up to 90% of OOP expenses. More details can be found at <https://www.enterprisesg.gov.sg/financial-support/skillsfuture-enterprise-credit>.

¹ For more information, please visit <https://www.ihrp.sg/hcdt/>.

² The programme does not fund procurement of technology solutions. Enterprises can consider tapping on the SMEs Go Digital programme concurrently to support the costs of equipment/IT solutions.

³ Excluding Goods and Services Tax (GST).

Eligibility Criteria

All participating enterprises must fulfil the following criteria in order to qualify:

- Registered or incorporated and operating in Singapore; and
- Must have at least three local employees⁴ at the point of application

In addition to the criteria above, at the point of application, applicant **must not have**:

- Made any payment to a pre-approved JR consultant or third party in relation to the engagement of JR-related consultancy service; and
- Signed or confirmed any contract or purchase order with a pre-approved JR consultant or third party in relation to the engagement of JR-related consultancy service.

All applications will be evaluated on a case-by-case basis.

Contact Details

Enterprises that are interested to find out more about the HR-JR can contact Ms Ong Jie Min from SNEF at jmong@snef.org.sg.

For more information on the PSG-JR grant, you may visit <https://snef.org.sg/incentives/psgjr> or contact SNEF at psgjr@snef.org.sg.

⁴ Local employees can be Singapore Citizens and Singapore Permanent Residents. For enterprises related to the same parent enterprise, these affiliates will have to prove that their employees are not double-counted in the enterprises applying for PSG-JR.