



COMPANIES COMMISSION OF MALAYSIA

GUIDELINES FOR THE SSM RESEARCH AND DEVELOPMENT GRANT NO. 1 FOR YEAR 2026

15 JANUARY 2026

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1. INTRODUCTION

- 1.1. The Research and Development Grant (R&D Guidelines) provides guidance to ensure that research projects funded under this grant are implemented effectively, with integrity and in alignment with the Strategic Thrusts of the Companies Commission of Malaysia (SSM).
- 1.2. The primary objective of this grant is to encourage the conduct of research that delivers direct impact on:
 - (a) The enhancement of SSM's regulatory policies and frameworks;
 - (b) The improvement of compliance levels among companies, businesses and Limited Liability Partnerships (LLPs);
 - (c) The strengthening of the efficiency and effectiveness of SSM's service delivery; and
 - (d) The promotion of collaboration between academia, the private sector and SSM.

2. SCOPE OF RESEARCH AND DEVELOPMENT

- 2.1 Research conducted under this grant shall cover priority research and development areas related to the powers and functions of SSM, including but not limited to:
 - (a) Strengthening corporate governance practices of companies, businesses and LLPs;
 - (b) Enhancing legal compliance and best practices of companies, businesses and LLPs;
 - (c) Strengthening accounting practices, auditing and financial reporting;
 - (d) Enhancing practices relating to corporate intermediaries, auditing and the winding-up of corporate entities;
 - (e) Digital transformation of companies, businesses and LLPs;
 - (f) Entrepreneurship, development of small and medium enterprises (SME) and the gig economy;
 - (g) Policy studies to strengthen legislation within SSM's jurisdiction;

- (h) Enhancement of SSM's products, services and service delivery; and
- (i) Any other areas deemed appropriate for implementation.

3. ELIGIBILITY OF APPLICANTS

3.1 This grant is open to the following organisations and individuals:

- (a) Public Institutions of Higher Learning (IPTA);
- (b) Private Institutions of Higher Learning (IPTS);
- (c) Ministries, government agencies, statutory bodies, Government-Linked Investment Companies (GLICs) and Government-Linked Companies (GLCs);
- (d) Private sector;
- (e) SSM employees;
- (f) Collaboration among institutions and cross-sector cooperation are strongly encouraged to strengthen research quality as well as the transfer of knowledge and technology; and
- (g) Research conducted upon invitation by SSM.

3.2 The lead researcher for each proposed study must be a Malaysian citizen. For entities other than IPTA and IPTS, the applicant organisation must be established under the laws in force in Malaysia, including but not limited to the Companies Act 2016, the Co-operative Societies Act 1993, the Societies Act 1966 or legislation governing government agencies and statutory bodies. For SSM employees, applicants must hold permanent or contract employment status.

4. TERMS AND DURATION OF THE GRANT

4.1 The research duration shall range from one (1) month to 12 months, with a maximum funding ceiling of RM100,000 per research project.

5. APPLICATION PROCEDURES

5.1 Applications for this grant shall be opened through official announcements and advertisements for the submission of

Concept Papers issued by SSM within the stipulated timeframe. Such announcements shall be disseminated through official communication channels, including the website, social media platforms and email circulation to relevant institutions and agencies.

- 5.2 Applicants may download the application form from SSM's official portal at www.ssm.com.my. Completed applications must be submitted via email to the SSM Research and Development Grant Secretariat at rndfund@ssm.com.my.
- 5.3 Upon receipt of a complete application, the secretariat shall initiate the evaluation process through the SSM Research and Development Grant Evaluation Committee (JNGP). Proposals recommended by the JNGP shall be submitted to the SSM Management Meeting for consideration and final approval. Upon approval, a letter of offer or rejection shall be issued.

6. EVALUATION CRITERIA AND SCORING MATRIX

- 6.1 The evaluation of each grant application shall be conducted comprehensively based on several key criteria. The evaluation shall be carried out by the JNGP using a weighted scoring matrix to ensure transparency and consistency in decision-making, as follows:

EVALUATION CRITERIA	EVALUATION DETAILS	WEIGHTING PERCENTAGE (%)
Relevance and Alignment	Evaluates the extent to which the proposed research is aligned with SSM's Strategic Thrusts, the national research policy and the current needs of the corporate and business sectors.	25
Scientific Quality and Technical Merit	Evaluates the originality and feasibility of the research methodology, including study design, implementation strategy and the effectiveness of the scientific approach.	20

EVALUATION CRITERIA	EVALUATION DETAILS	WEIGHTING PERCENTAGE (%)
Expected Outcomes and Impact	Evaluates the potential impact of the research outcomes on SSM's policies and operations, industry practices, commercialisation potential and the scalability of the research outcomes.	20
Researcher's Capability and Track Record	Evaluates the academic qualifications, expertise and experience of the lead researcher, including previous research achievements, evidence of collaboration and the capability to implement the project effectively.	10
Budget Justification and Cost Effectiveness	Evaluates the appropriateness and justification of the proposed budget in relation to the research activities, prudent use of funds, co-funding contributions and value for money.	10
Ethical and Regulatory Compliance	Evaluates the level of compliance with research ethics guidelines, data protection and confidentiality, as well as applicable laws and regulations.	5
Risk Evaluation and Mitigation Strategy	Evaluates the researcher's ability to identify and manage project, financial and operational risks, as well as to formulate appropriate mitigation strategies.	5
Strategic Collaboration and Industry Engagement	Evaluates the extent of involvement of industry partners, communities or government agencies in the research, including forms of collaboration, data sharing, expertise contribution and co-funding contributions.	5
TOTAL		100

6.2 The evaluation shall be conducted using both quantitative and qualitative approaches through a weighted scoring matrix. Applications that achieve a minimum score of 80% and fulfil the basic eligibility requirements shall be recommended for approval by SSM.

7. RESEARCH PROJECT MANAGEMENT

7.1 Application for Change of Scope

(a) Any application for changes to the scope or objectives of the research shall be submitted to the secretariat for

consideration and approval by SSM within the first four (4) months from the project commencement date or half of the total project duration, whichever is earlier.

- (b) The lead researcher shall submit a complete application, including strong justification and relevant supporting documents. Where applicable, justification involving cost implications or other material changes must be clearly stated.

7.2 Application for Change of Research Duration

- (a) The lead researcher shall ensure that the research project is implemented in accordance with the plan and achieves the output as per the approved Concept Paper.
- (b) If the lead researcher requires an extension of the research period to ensure the continuity of the project, the lead researcher shall submit a complete application comprising strong justification and the required extension period, together with the relevant supporting documents, for the consideration and approval of the SSM. The maximum number of extensions that may be considered is two (2) times throughout the project period, with a maximum duration of three (3) months for each application.
- (c) The application shall be submitted by the lead researcher at least one (1) month before the date of expiry of the approved research period.

7.3 Documentation and Agreement

- (a) An agreement shall be executed between SSM and the grant recipient to ensure that the research project is implemented in compliance with the approved terms and conditions, and to safeguard the interests of both parties.
- (b) The preparation of the agreement shall be the responsibility of the grant recipient and shall be subject

to review by the Regulatory Development and Services Division of SSM prior to finalisation.

8. MANAGEMENT OF FUNDS AND EXPENDITURE

- 8.1 The grant shall be utilised solely for approved purposes, including expenditure on research materials, allowances for part-time researchers, enumerators, research assistants, professional services, publication of research outcomes, printing, field testing costs, fees for copyright or intellectual property registration, acquisition of fixed assets and official domestic travel related to the research project. The purchase of vehicles or payment of permanent salaries is not permitted. The recipient institution shall be responsible for ensuring that all expenditure complies with SSM's prescribed financial regulations and audits may be conducted at any time.
- 8.2 For the acquisition of fixed assets, any application to utilise the grant for such purposes shall be submitted to the secretariat for consideration and approval by SSM.
- 8.3 The grant shall be disbursed directly to the institution or individual approved as the grant applicant and shall not be channelled to any third party in any form without prior written approval from SSM. This requirement is intended to ensure transparency and accountability, and to prevent any misuse of research funds.
- 8.4 Grant disbursement shall be made in phases based on the proposed Gantt chart submitted by the applicant and shall be subject to approval by the SSM. For the first phase of fund release, the disbursement shall be limited to a maximum of 40% for the commencement of the research project. Subsequent disbursements shall be subject to the approved Gantt chart submitted at the application stage. The remaining 30% shall be paid upon verification and confirmation of the final report and research outcomes by SSM. The initial grant payment shall be made upon issuance of the letter of acceptance.

8.5 The researcher and the secretariat may submit payment claims through SSM's i-Fast e-Invoice platform.

9. MONITORING AND REPORTING

9.1 The lead researcher shall be responsible for ensuring that the project is implemented in accordance with the approved schedule. The submission of progress reports for projects with a duration of one (1) year shall be carried out at least every six (6) months, whereas the submission of progress reports for projects with a duration of less than one (1) year shall be carried out as appropriate, in accordance with the Gantt chart submitted to the secretariat, for the purpose of assessing the level of project achievement. The final report shall be submitted within one (1) month after the completion of the project period.

9.2 Monitoring of the grant focuses on the following aspects:

- (a) Project performance; and
- (b) Financial performance.

9.3 SSM reserves the right to conduct monitoring visits or on-site evaluations to ensure that the research is implemented in compliance with the prescribed standards. Such monitoring activities shall be conducted in accordance with SSM's established requirements and may be carried out without prior notice, as and when deemed necessary.

9.4 The Progress and Financial Reports for approved research projects shall include the following:

- (a) Progress of activities/ Gantt chart;
- (b) Financial performance;
- (c) Research outcomes;
- (d) Constraints (if any), with recommendations; and
- (e) Risk management.

9.5 The Final Report shall be submitted within one (1) month after the completion of the research project and shall comprise the following:

- (a) A comprehensive Final Report of the overall research project (where applicable);
- (b) A thesis-style report, where appropriate, including the study, methodology and other relevant components;
- (c) Infographics of the research outcomes;
- (d) A research video with a duration of less than three (3) minutes;
- (e) Articles published in indexed journals (where agreed);
- (f) Other agreed publications, including policy papers, technical reports, and articles published in print and electronic media;
- (g) Prototypes (where agreed);
- (h) Intellectual Property (where agreed); and
- (i) Any other matters as determined by SSM.

10. RESEARCH INTEGRITY AND ETHICS

10.1 Ethical research practices shall be strictly observed to ensure the conduct of research that is original and of high quality. All research activities shall be guided by recognised principles of good research practice, including the following:

- (a) Conducting research honestly, responsibly and with integrity (including the avoidance of any conflict of interest);
- (b) Respecting the rights, dignity and welfare of research subjects (including humans, animals and the environment);
- (c) Utilising research funds prudently; and
- (d) Acknowledging the roles and contributions of all parties involved in the research.

10.2 Research misconduct that must be avoided includes the following:

- (a) Dishonest reporting of research findings, including data fabrication, data alteration, negligence in data collection and analysis, selective reporting of findings and manipulation of data for fraudulent purposes;
- (b) Falsification and misrepresentation of research, including misrepresentation of research progress, making exaggerated statements and disregarding or omitting prior research reports;
- (c) Misuse of research funds or failure to comply with prescribed procurement and financial procedures;
- (d) Misuse of research data and findings for improper or detrimental purposes; and
- (e) Plagiarism, including the unauthorised use of another person's work, findings or methodologies, failure to acknowledge significant contributions of other researchers and reproducing another researcher's writing without proper attribution.

10.3 Researchers shall also comply with the provisions set out in the Malaysia Code of Responsible Conduct in Research (MRCR), which is accessible as follows:

<http://www.might.org.my/download/the-malaysian-code-of-responsible-conduct-in-research/>. The MRCR is the national code of ethics that sets out the principles, values and responsibilities of researchers to ensure that all research activities conducted in Malaysia are carried out with integrity, transparency and accountability. The code is published by the Ministry of Science, Technology and Innovation (MOSTI) in collaboration with the Academy of Sciences Malaysia (ASM) and the Malaysian Industry-Government Group for High Technology (MIGHT).

11. INTELLECTUAL PROPERTY AND PUBLICATION

11.1 All research outcomes, including data, reports, models, software or innovations produced under this grant, shall be jointly owned by the SSM and the research institution.

- 11.2 Where any research outcomes have the potential for commercialisation, SSM and the research institution shall determine the terms for the sharing of benefits in accordance with a mutually agreed arrangement.
- 11.3 All publications or presentations arising from research funded under this grant shall obtain prior written approval from SSM and shall duly acknowledge SSM's funding in each publication or presentation.

12. APPROVAL FOR THE USE OF THE SSM LOGO

- 12.1 Approved researchers are permitted to use the official logo of SSM on all materials, reports and publications produced throughout the implementation of the research. The use of the logo shall be carried out prudently and in compliance with SSM's official branding standards to preserve the image and integrity of SSM.

13. SSM CORPORATE DATA

- 13.1 Approved researchers are permitted to apply for the SSM corporate data and shall be exempted from the associated costs. Such costs shall not form part of the total R&D grant amount approved by SSM.
- 13.2 Approved researchers may submit applications in accordance with the procedures prescribed by the Marketing and Business Development Division of SSM.

14. TERMINATION AND REPORTING

- 14.1 SSM reserves the right to terminate any grant in the event of non-compliance with the grant terms and conditions, misappropriation of funds, delays without reasonable justification or failure to achieve the research objectives. The submission of the final report shall remain mandatory for the purposes of reporting and official documentation, even if the project is terminated earlier.

15. AMENDMENTS AND ENHANCEMENTS

- 15.1 The Chief Executive Officer of SSM may approve any proposal by the secretariat to amend, enhance or review any provision of these R&D Guidelines from time to time, subject to the requirements of SSM.

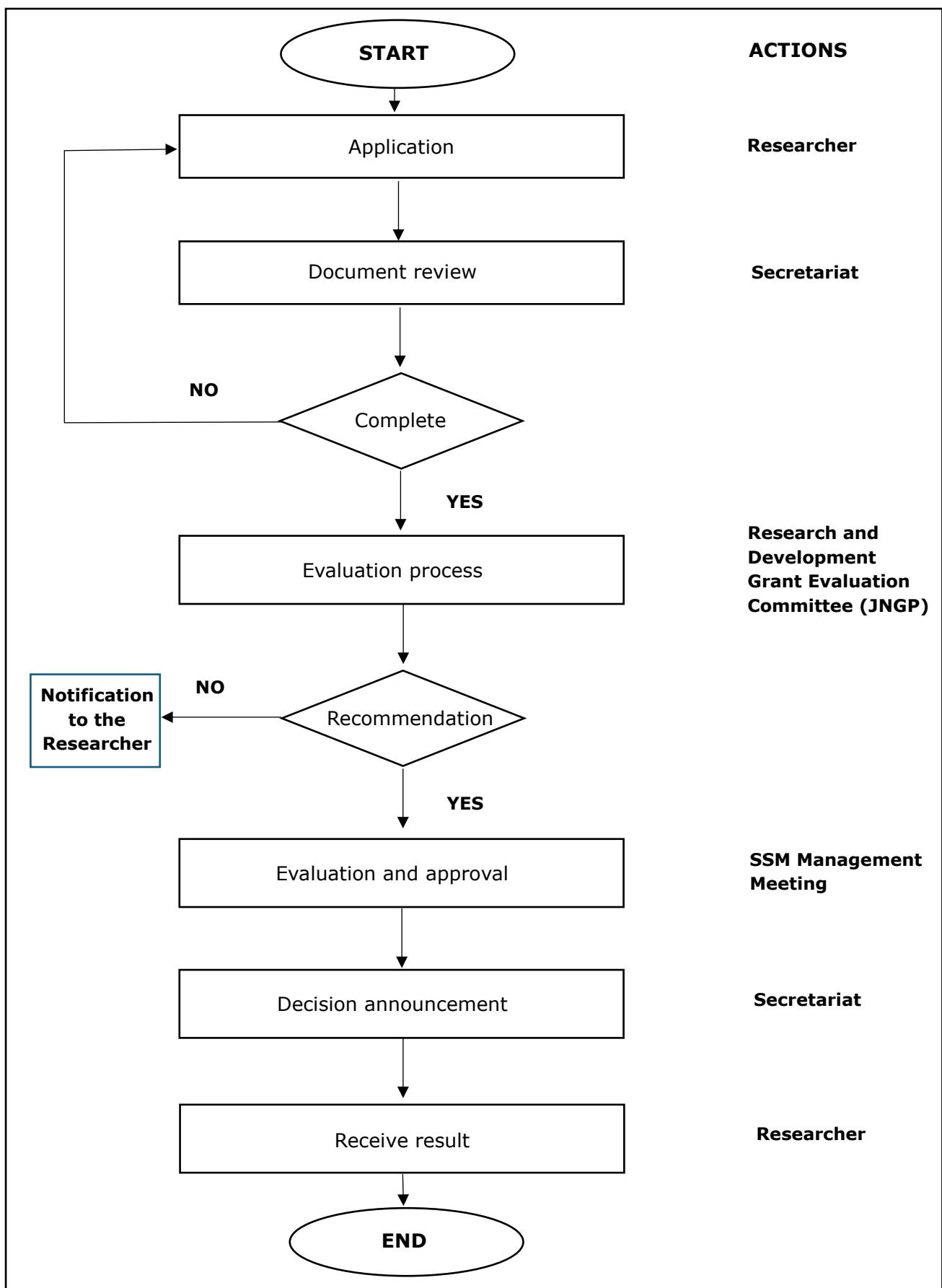
16. CONCLUSION

- 16.1 The R&D Guidelines serve as the primary reference for all applicants in the conduct of high-impact and ethical research that is aligned with the current needs of the nation. The implementation of this grant is in accordance with the powers conferred under section 17 of the Companies Commission of Malaysia Act 2001 (Act 614), which mandates the SSM to undertake research and to direct studies relating to business and corporate activities in Malaysia.
- 16.2 Through the implementation of this grant, SSM is committed to strengthening corporate governance, enhancing transparency and compliance among business entities and supporting the sustainable development of the national corporate sector. These efforts not only provide added value to policymakers, industry players and society, but also contribute directly to economic progress, enhanced competitiveness and the overall well-being of the nation.

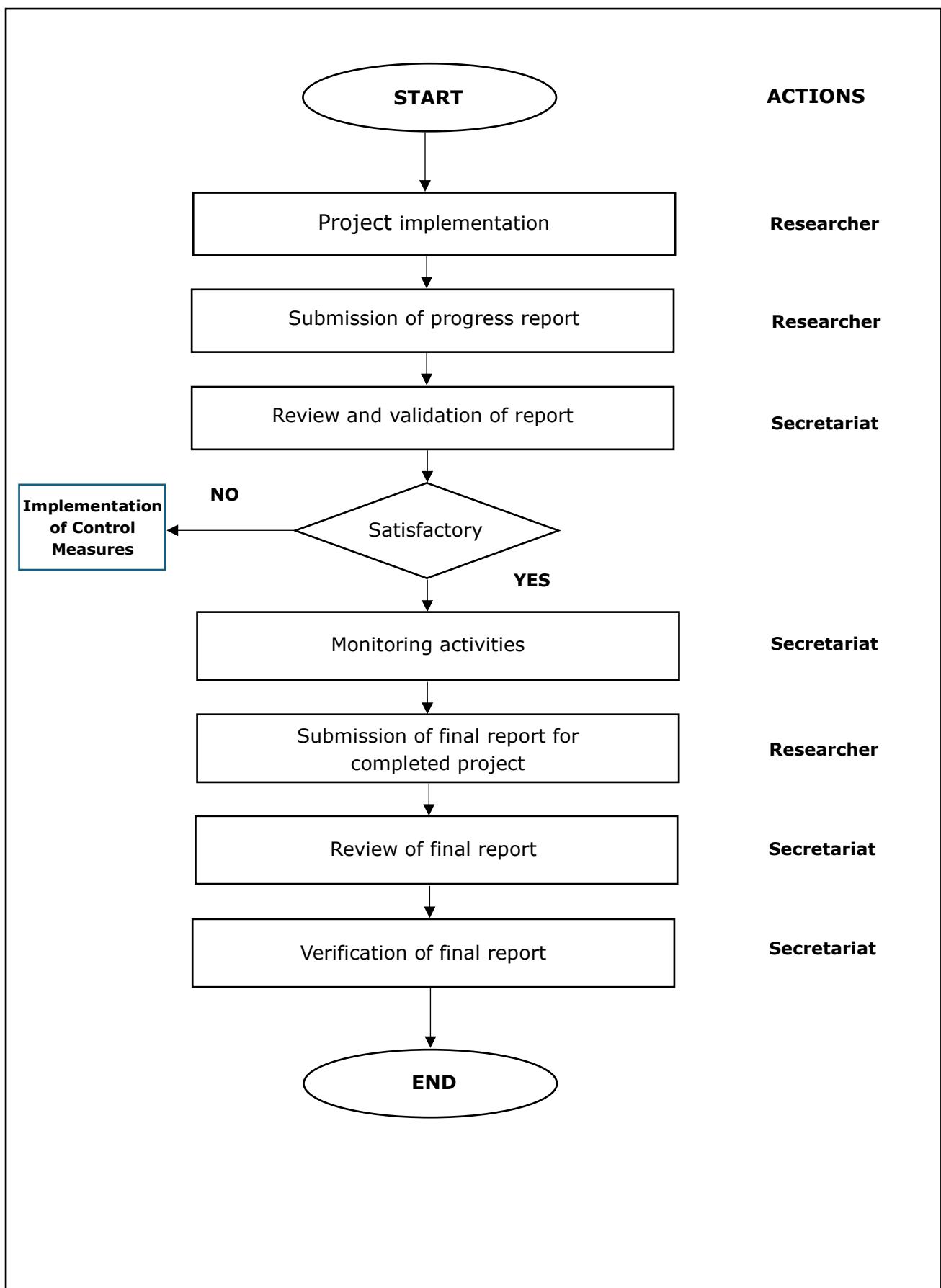
17. ENQUIRIES

- 17.1 Any enquiries regarding these R&D Guidelines may be submitted via email at rndfund@ssm.com.my.

APPLICATION FLOWCHART



MONITORING FLOWCHART



CHANGE REQUEST FLOW CHART

