



اَبُو سَيِّدِي تَيْكُو لُو كِي مَارَا
UNIVERSITI
TEKNOLOGI
MARA

DEPARTMENT OF BUILDING
FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING
UNIVERSITY TECHNOLOGY MARA
(PERAK)

OCTOBER 2013

It is recommended that this practical report provided

By

Izatul Akma Binti Ahmad

2011890616

entitled

Certificate of Fitness for Occupation (CFO)

accepted in partial fulfillment of the requirements for obtaining a Diploma in Building.

Report's Supervisor

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**DEPARTMENT OF BUILDING
FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING
UNIVERSITY TECHNOLOGYMARA
(PERAK)**

OCTOBER 2013

STUDENT DECLARATION

I declare that this practical report is the result of my own research except as express through practical training that I went through for four month from 13 May 2013 to 28 September 2013 at Majlis Daerah Hulu Selangor. It is also as one of the requirement to pass the course DBN307, and it submitted in partial fulfillment for obtaining Diploma in Building.

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Date : 30 SEPTEMBER 2013

ACKNOWLEDGEMENT

In the Name of Allah, the Compassionate, the Merciful, Praise be to Allah, Lord of the Universe

Alhamdulillah, blessing to ALLAH S.W.T because with pleasure Him I can finish my final report right on time and successful. Blessed, effort and inducement from all parties I really appreciated and I wish thanks a million.

I am very grateful to Majlis Daerah Hulu Selangor because like and shot me opportunity to undergo my practical training for 20 weeks in Building Control Department. Thank you to Mr Abdul Wahab Bin Abdul Hamid's department head, architecture assistant, Mrs Kasimah Binti Daud, assistant engineer, Mr Basir Bin Haji Desan and all above Building Control Department guidance and help stretch out.

Apart from that, I wish the most gratitude to my supervisor lecturer Mrs Azira Binti Ibrahim because helps me in completing this report. Thank you also to my friends because share a lot of information throughout the period we undergone practical training. Not forgotten to family member that always gives support and always pray to me.

ABSTRACT

Certificate of fitness for occupation (CFO) is certificate that has been approval by local authority before occupancy of any building. The importance of this certificate is to ensure the safety and health of occupant. Besides, CFO also ensures all the infrastructures and facilities equipped. This report explains briefly about form and the process involve, also the category of CFO. The approval of CFO needs through a few processes by applicant that usually architect and local authority. Starting with applicant submits E form to local authority then until the local authority does the site visit inspection are the processes in getting CFO. The approval of CFO is based on site visit inspection report. This case study is showed overall about CFO in detailed by local authority. The form and the process in getting CFO not too complicated but take time in approval phase. Where the local authority needs the entire approval letter from external technical before issued the certificate.

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LIST OF ABBREVIATIONS

CCC	Certificate of Completion and Compliance
CF	Certificate of Fitness
CFO	Certificate of Fitness for Occupation
IWK	Indah Water Konsortium
JAS	Jabatan Alam Sekitar
JKKP	Jabatan Keselamatan dan Kesihatan Pekerjaan
JKR	Jabatan Kerja Raya
JPP	Jabatan Perkhidmatan Pembentungan
JPS	Jabatan Pengairan dan Saliran
MDHS	Majlis Daerah Hulu Selangor
PUAS	Perbadanan Urusan Air Selangor
TNB	Tenaga Nasional Berhad
UBBL	Uniform Building By Law 1984

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CHAPTER 1.0

INTRODUCTION

1.1 INTRODUCTION

This report in explains on how to get certificate of fitness for occupation from local authority. This certificate needed approval before occupancy any building. The certificate not easy to be issued by the local authority because it takes time to make inspection that needs detail. Apart from that it also involves many parties and through a few processes before it approved. This case to ensure occupier that inhabits a well off building under safety and health to occupant besides also be equipped by all infrastructures facility.

The process beginning from the applicant submits the application to local authority the form E with all the documents needed until the approval from local authority based on site visit inspection.

There are three types of CF, where are certificate of fitness for occupation CFO, temporary certificate of fitness and partial certificate of fitness.

1.2 OBJECTIVE OF THE STUDY

The objectives of this report are:

- i. To identify all form involve in getting certificate of fitness for occupation (CFO).
- ii. To identify process involve by local authority.
- iii. To identify the category of CFO.

1.3 SCOPE OF STUDY

The scope of study are on overall in getting CFO that produced by local authority, Majlis Daerah Hulu Selangor. Such as what forms involve, procedure to apply CFO and also can identify category of that certificate.

1.4 METHOD OF STUDY

There are several ways that are use in getting information. Thats are site visit for inspection CFO or CCC, discussion with technician and internal technical , refer books such as Uniform Building by Law (UBBL) 1984 and also search internet.

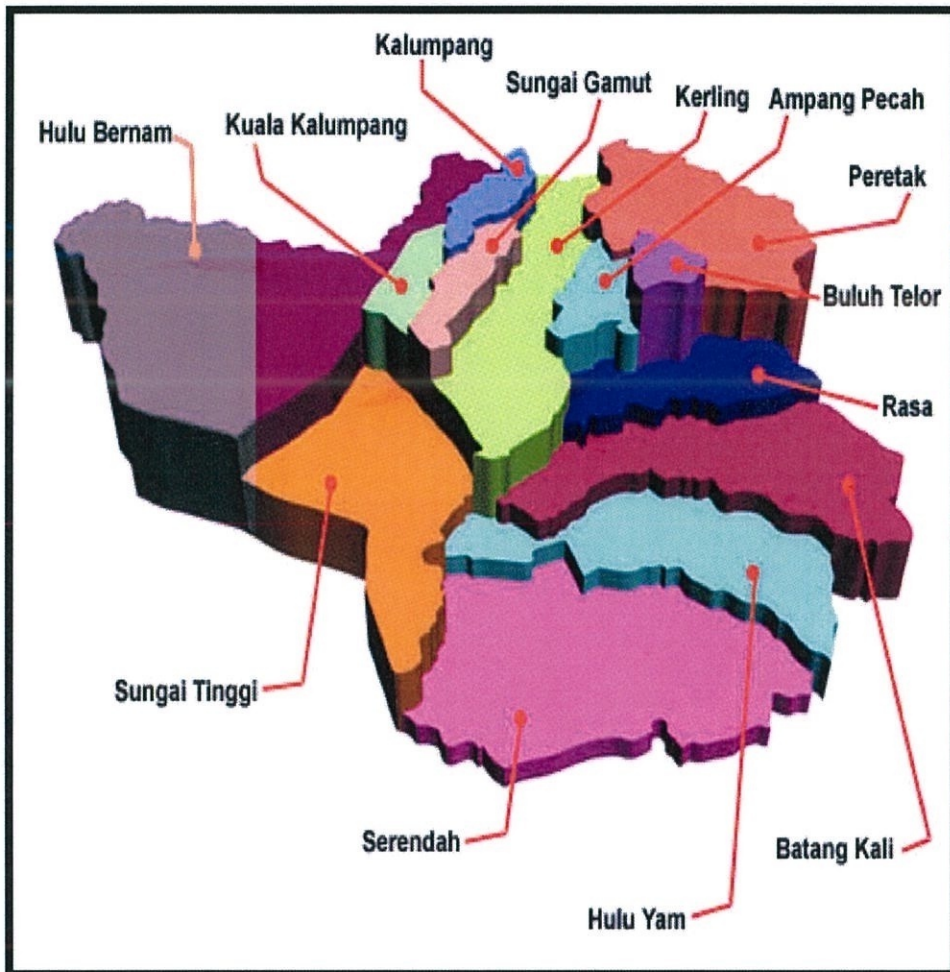
CHAPTER 2.0

BACKGROUND COMPANY

2.1 INTRODUCTION

Hulu Selangor district (once was spelled Ulu Selangor) is a district located at the north of the state of Selangor. From the geographic angle, Hulu Selangor district is located at north of Klang Valley with an area of 174,047 hectre,almost the same as the area of Malacca state . The total population is about 178,500 (2005) or 3.7 percent from the total of Selangor state's population, and now is in line with the current development.

Hulu Selangor district is the biggest district of nine districts in the state of Selangor. At the north, Hulu Selangor is at the border with the state of Perak and Pahang at the east. This district was once known as 'The Sleeping Hollow' and is situated at the far from the nation's development, however now the development is in line with the Selangor's state vision "Towards a harmonious and developed country". This district has 13 territorial division.



Picture 2.1 13 district division by MDHS

2.2 COMPANY PROFILE

Hulu Selangor Municipal Council (MDHS) was established on 1st January 1977 according to Section 4 Local Government Act 1976 (Act 171). MDHS is the combination of:

- i. Rawang City Council
- i. Kuala Kubu Bharu Local Council
- i. Kalumpang Local Council

Table 2.1: Administration size areas.

Original MDHS administration area	5,501.42 hectare
New Area	21,536.29 hectare
Total MDHS area	27,037.71 hectare
Hulu Selangor Area	174,047 hectare

Local authority is the local government that responsible to serve and execute the economy, social, physical and environment developments toward the city in the administration area that have been given.

Beside the responsibility toward the state government, the local government also acts to give these services:

- i. Service Provider
- ii. Local Plan Authority
- iii. Social and Economy Development
- iv. City Environment
- v. Tax Revenue Collector

2.2.1 Mission

To provide municipal service that efficient and quality to embark harmony, comfortable, and peaceful environment.

2.2.2 Vision

To provide a city and an area that advance, high tech, and environment friendly.

2.2.3 Objective

To give and provide municipal services to all residence in the Majlis Daerah Hulu Selangor area.

2.2.4 Quality Policy

Hulu Selangor Municipal Council promised to provide the most efficient and quality services toward customer satisfaction.

2.2.5 Quality Objective

- i. To create high quality environment and life in the council.
- ii. To provide the most up to date and perfect infrastructure to make sure the most rapid growth of economic and development.
- iii. To make the council area appear clear, pretty, neat, peaceful and become the best in every aspect.
- iv. To increase the welfare and harmonious in the area under administration of the council.

2.2.6 ISO Procedure (Building Department)

- i. Plan Approval
- ii. CF certificate
- iii. Deposit Claim
- iv. Additional / Renovation Building Plan Approval

2.2.7 MDHS LOGO



Picture 2.2 MDHS Logo

2.2.8 MDHS OFFICIAL TREE



Picture 2.3 MDHS Mahagoni tree

2.2.9 MDHS OFFICIAL FLOWERS



Picture 2.4 MDHS sunflower

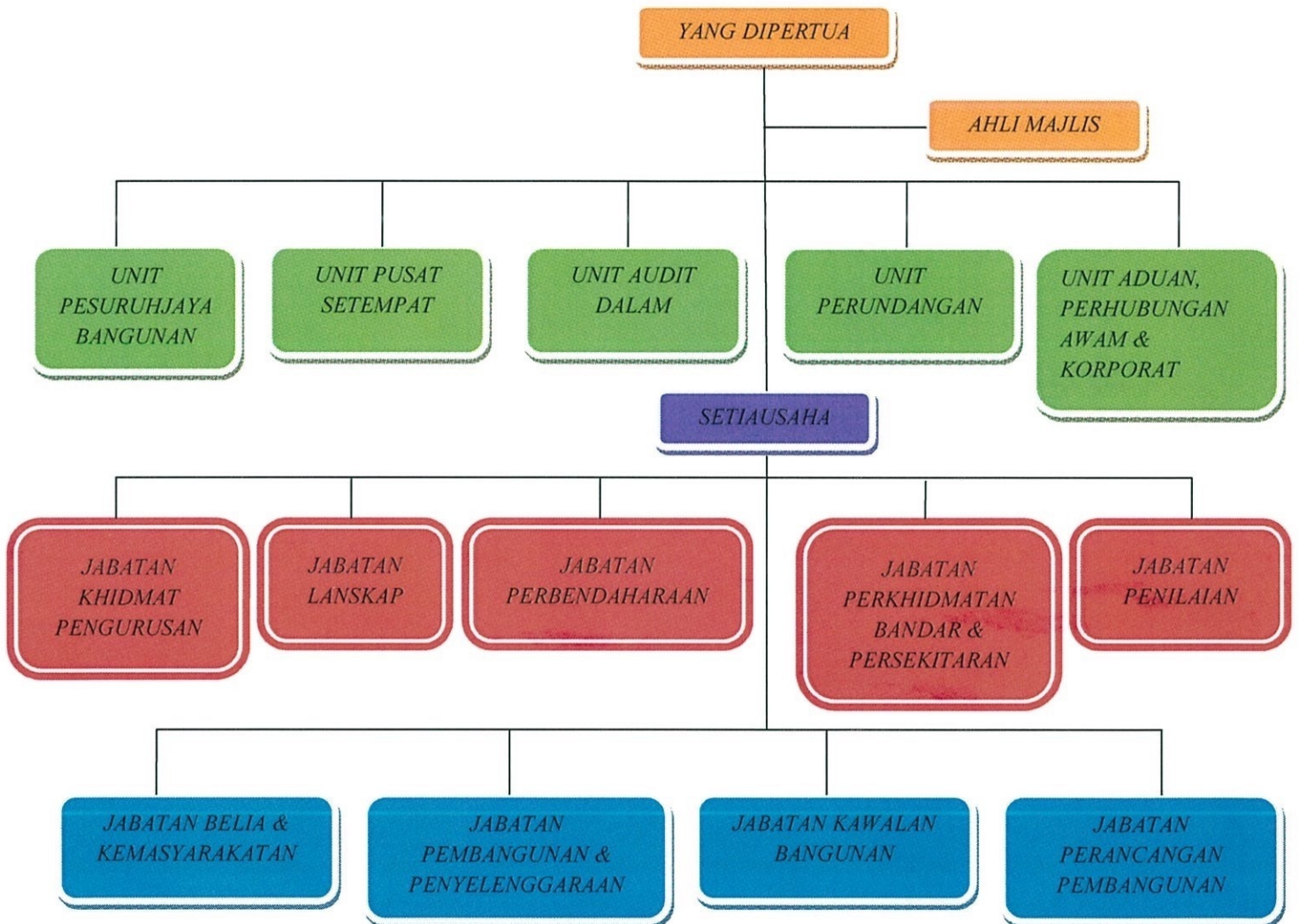
“Sunflower is the light and symbol of the Hulu Selangor Municipal Council that always cheerful and prepared to serve every customer with efficient and satisfaction.

2.3.0 General information:

Table 2.2: General information.

General Telephone No.	
Fax No.	
Address	Hulu Selangor District Council, Jalan Bukit Kerajaan, 44000 Kuala Kubu Bharu, Selangor Darul Ehsan.

2.4 ORGANIZATION CHART



2.5 LIST OF CFO

Table 2.3 List CFO

	OWNER	ARCHITECT	AREA	SERIAL NUMBER	DATE
1	WESTWOOD CORP. S/B	WSL JURUTERA PERUNDING	LOT1187 SERENDAH	BKB 0600	06.04.12
2	SERENDAH MAKMUR	DAY TEAM AKITEK	FASA 3B1 JLN KEKWA2	BKB 0601	07.05.12
3	PANDU WAJA S/B	ARKITEK REKAPUTRA S/B	FASA 2 TMN EMAS	BKB 0602	30.04.12
4	EUROPLUS CORP. S/B	ARC PARTNERSHIP	LOT 1939 JLN KANTAN	BKB 0605	11.05.12
5	LIGAMAS S/B	LARAS ARCHIRECT 2B/1B,1C,2,1	SEK 4 JLN MAHAGONI 2C/4B,4C,7,5, 4,3	BKB 0610	11.05.12
6	LACT CENTURY	D KHOO ARCH	LOT 21-31 JLN BESAR KERLING JLN ORBIT	BKB 0611	28.09.12
7	SERENDAH MAKMUR	DAYATEAM ARKITEK	JLN KEKWA 1LOT 2039	BKB 0612	14.11.12
8	RIBBON RICE S/B	AKIPENAL ARCHITECTS	PT 7446 NO. 2 JLN JASMINE 5BB	BKB 0613	17.01.13

CHAPTER 3.0

CERTIFICATE OF FITNESS

3.1 INTRODUCTION

Act in Uniform Building by Law (UBBL) 1984 was said that there is no occupancy can occupant any building or any part of building without certificate of fitness except if have qualification for temporarily or partial occupying. All of buildings compulsory to have this certificate before occupy. But this regulation excluded to bungalow house.

CFO is certificate that issued by local authority to recognize that building safe to occupation. The purpose of CFO not only to ensure safety and health of occupation but this certificate also ensure all the infrastructural facility such as access route, sanitary, water supply, electricity supply, drain, hydrant, landscape, parking and others are equipped. If all of these requirements not fulfils, CFO will not issued.

All of requirements need support or have get approval from internal and external technical that involved. This is because to ensure all the requirements follow their specification. Technical internal involve such as Engineering and Infrastructures Department, Planning Town and Recreation Department, Health and Environment Department and other internal departments that related. And for technical external involved such as *Tenaga Nasional Berhad* (TNB), *Perbadanan Urusan Air Selangor*

(PUAS), Fire Department and Rescuer, Drain Services Department, Department of Security and Health and any agency related with the project.

Usually, the factors why this certificate has to hold the process is because of the external technical involved late submit their approval letter. Without the approval from parties involve, Building Control Department cannot proceed to the next process in getting CFO. Beside, the others a factor is the application incomplete such as the forms incomplete submit towards Building Control Department. However the department informs about that but it takes time.

Sometimes, have issue where the occupier get the key but still cannot occupant the building because there is still no certificate. So this makes the occupier loss the cost. For example, the occupiers want to occupant their own house but there are still not have CFO so they have to pay the house and also the rent house.

3.2 Background project

Table 3.1 Background of project

PROJECT	Build 60 Unit Parcel A Single Storey Terrace House (PH A6A2) At Bukit Sentosa 3 Mukim Serendah Daerah Hulu Selangor, Selangor Darul Ehsan.
NO. FAIL	431/09/H/99/009-B
CATEGORY	Housing
ADDRESS	Fasa 16A2, Bukit Sentosa 3 at A Part Of Lot 354 & 1729, Mukim Serendah, Daerah Hulu Selangor Darul Ehsan.
AREA	25.92 Acre (1848.156 Acre)
DEVELOPER	Maxisegar Sdn. Bhd
ARCHITECT	ARC Partnership Consultant Architects
PLAN APPROVAL	17 JANUARY 2001
PROJECT START	17 APRIL 2001
PROJECT COMPLETE	2004

This project should begin construction in early January 2001 after getting approval from Majlis Daerah Hulu Selangor and expected to complete in year 2004. However developers fail to start the construction. On financial factor becoming this main cause project was abandoned a few to a couple of years.

This project was two time amendment namely from 451 unit of terrace house one storey to 400 units. Around year 2008, developer again makes amendment from 400 units to 60 units only. Developer also faces problem with contractor. This happen whenever there are contractor that is irresponsible disappeared after developer had financial problem. Therefore, developer forced to find and change for a few time others contractors.

Around year 2008, developer rebuilds the project. However by just 60 units of terrace house single storey only. This project successful completed middle of July.

On 30 July 2013, Abdullah Shahadan Architects submit checklist form and form E to Building Control Department. Refer Appendix 1 for checklist form and form E. Head Department, Mr Abdul Wahab Bin Abdul Hamid set date 1 August 2013 for inspection. Refer Appendix 2 for inspection letter.

Based on inspection, there are no any obstacles related with building. Besides, others technical also approve the application except Syabas. Refer Appendix 3 for approval letter from external technical. The CFO can be issued if Syabas submit the approval letter to Building Control Department. On 19 August 2013, Syabas send their approval letter. Refer Appendix 4 for letter from Syabas. On 28 August 2013 the certificate was been issued. Refer Appendix 5 for official CFO.

3.3 FORM INVOLVED IN GETTING CFO

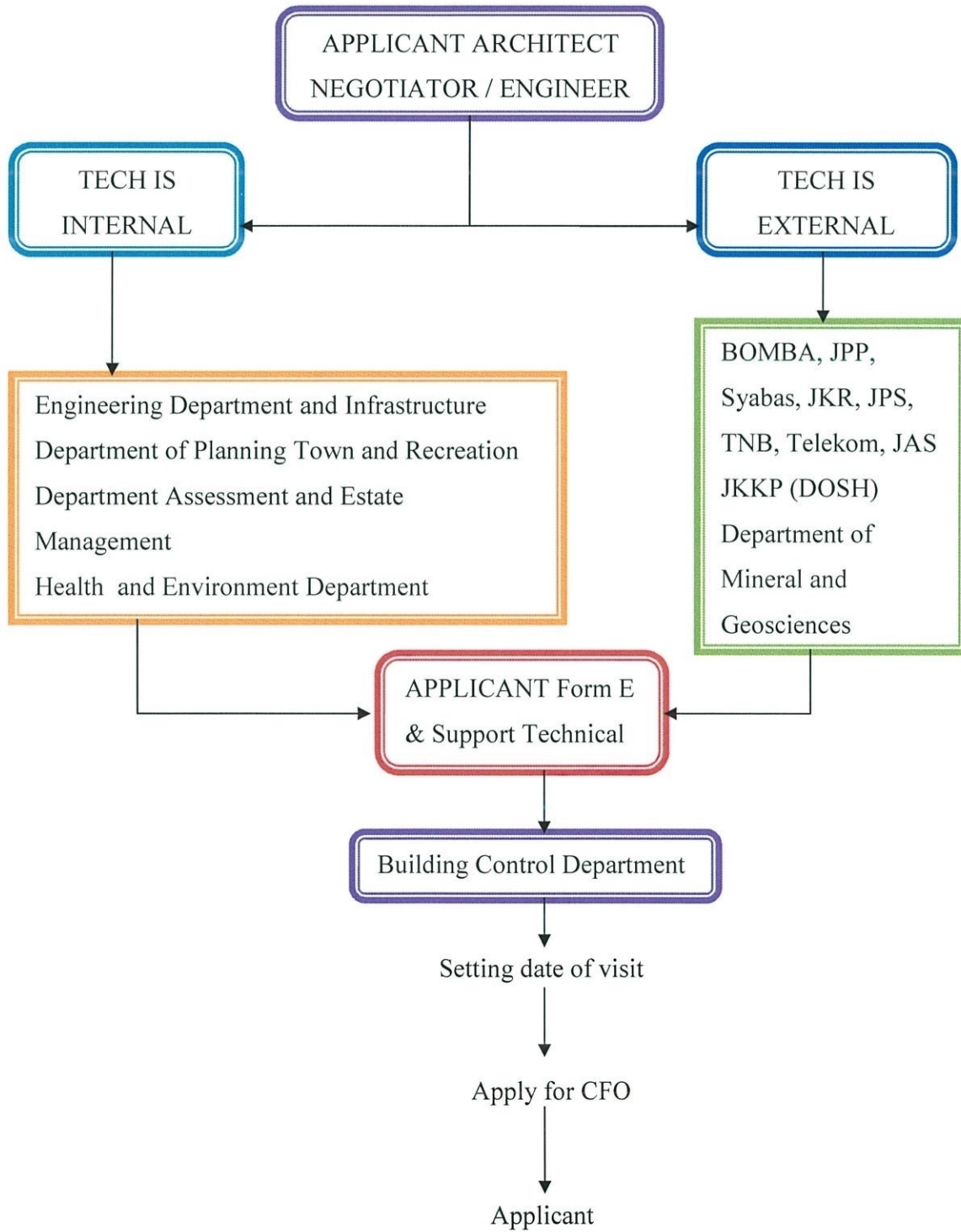
Forms involved in processing CFO are checklist form and form E. The checklist form and form E must be complete by applicant. The people who qualified to apply are consultants who are architect, draughtsman or engineer. Two of this form can be submit at the same time.

The checklist form is about analysis for requirements from internal and external technical that needed either have approval or rejected except comment from Building Control Department. This is because Building Control Department will check the entire item and also set the date to going site visit for inspection CFO. Refer Appendix 6 for the checklist form.

The form E is a form where the applicants apply the CFO after finish up all the construction working. This form must be complete and submit with all documents needed following all the requirements. Refer Appendix 7 for sample form E.

The process will be conducted if the forms complete fill and attached with all documents needed. In 14 days from the date submission form E, the inspection will be implemented. If local authority did not take any action during the period, applicant can considered the application was agreed by local authority. But if the form incomplete, the deduct letter will send towards applicant.

3.4 FLOW CHART PROCESSING CFO



a. Applicant obligatory to obtain external technical letters of support or approval and also from internal technical by MDHS namely:

i. Engineering Department and Infrastructure

This department approval related with infrastructure work such as:

- a. Street lamp
- b. Access route
- c. Drainage

ii. Health and Environment Department

This department has to ensure the building are in safety and also health to the occupier. The detailed requirements will inspection such as:

- a. Size opening. The size opening must 15% from the floor are.
- b. Septic tank location.

iii. Fire and Rescuer Department

This department will inspect such as:

- a. Fire hydrant
- b. Sources of water
- c. Emergency access

iv. *Tenaga Nasional Berhad (TNB)*

TNB will make inspection related with all the electricity such as:

- a. Location of meter
- b. Main power station

b. Applicant submit set application to Building Control Department that is complete namely:

- i. Form E
- ii. Technical external and internal support or approval letter

c. Building Control Department will only accept application that is complete before date of site visit fixed.

d. Certificate of fitness processed in period of 14 days from date accept Form E.

3.5 PROCEDURE TO APPLY CFO FROM MDHS

a) Developers and consultant action.

After the construction finish up all the work, developers or consultant need to have approval from external and internal technical that involve. These to ensure the construction follow up all the specification that was prescribed. First of all, developers or consultant need to call all the parties involve and set date make inspection and get their approval.

This action can do at the same time means the developers or consultant can call the parties involve on the same time or when the project still under construction but have a part was finish so can get earlier the approval from the parties. Mostly, the developers or consultant can get approval early from Telekom or Fire and Rescuer Department.

b) Submit document application

Developers or consultant as an applicant need to submit document application to Building Control Department with all document needed. The most important document is form E and approval letter from external and internal technical except comment from Building Control Department. Applicant needs to fill and complete the form E and checklist form with attaches the entire approval letter.

c) Applications receive.

After the applicants submit all the documents needed to Building Control Department, the department will check whether application is complete or otherwise. This because the process will not proceed if the documents incomplete but the departments will inform to applicant by send deduct letter toward applicant. Refer Appendix 8 for sample deduct letter. However if the document complete so the application will be process in 14 days from the date documents receive.

d) Confirmation date of site visit

In 14 days from the date form E was submit towards Building Control Department, the Head Department have to set a date for going site visit for inspection. The confirmation date to site visit for inspection with the applicant will confirm by call or by post. At this time, the applicant has to be more alert and always follow up the information from the department. Refer Appendix 9 for sample site visit letter.

If after 14 days, have no responds from the department which are the applicant did not received deduct letter or site visit letter so the applicant can assume the application was approved by MDHS.

e) Site visit inspection

After applicant agreed with the date, the inspection to site visit will be by two officers from Building Control Department that are Technical Assistant and a Technician. The requirement that will be inspection is all related with building. The Technical assistant and the Technician have to make sure all the construction follow up the plan that was approved. The most important thing is the floor plan exactly on the drawing approval. The detail items must have to inspection such as opening, aeration, lighting, finishes and others that is fixed by UBBL 1984.

If during site visit inspection still there are conditions that not been satisfy to the officers, the developers have to take action to improve the problems. And the developers need to update the conditions after have improved towards the officers for easy they proceed for next step. In case the construction did not follow the plan approval so the architect has to renew the drawing plan and submit to Building Control Department.

f) Report based on inspection

After site visit inspection, the officers will make comment based on inspection. If the conditions satisfy the officers and all the construction follow the drawing plan, so Building Control Department will prepare the certificate either permanent or temporary CFO.

Temporary CFO will give in case there are construction have a bit of unsatisfied to officers such as the landscape not finish yet, so the temporary CFO will be issued.

g) Inform to developers or consultant

After the certificate was issued either permanents or temporary CF that was signed by *Yang DiPertua* MDHS, Building Control Department will send letter to applicant and ask them to make a payment of CFO. After pay the payment of CFO, the applicant can get the official certificate. Refer Appendix 10 for payment letter.

In case the certificate that given approval is temporary CFO, the developers have sixth months for complete and fulfils requirements that unsatisfied the officers during the last inspection. If that condition filled, the applicants need to inform Building Control Department for make checking. But if the developers fail to fulfils so that means there are no CFO for that building.

3.6 CATEGORY OF CF

Category of CFO that will issued by MDHS divided to three categories that are:

i. Certificate of Fitness for Occupation (CFO)

CFO sit for certain buildings must be given if:

- (a) Persons qualified during the job carried out had certified in form E as to how stated in second table of By Law that they has overseen it building construction, and during knowledge and their belief that building have been built according this by-law and any condition imposed MDHS they agree to accept full responsibility on parts related to the respectively. MDHS or a authorized officer in writing by him for that purpose had inspected the building.
- (b) All essential services, including access route, western view, parking, drain, installation cleanliness tools, water and electric, lift fireman, other and hydrant if required, drain requirements and garbage disposal was provided.
- (c) When satisfied with will under sub- paragraph and MDHS should proceed to issued permanent of this certificate for to people qualified in during of 14 days from submission date Form E.

- (d) If applicants do not receive CFO for from MDHS in fixed-term, application CFO for should be assume to be were being passed.

- (e) MDHS then should produce CFO for to building owner.

There is no regulations which include in By Law can prevent MDHS or any authorized officer in writing by him for that purpose from inspect any building process at any the level also called for attention to any deviation from plan approved or does not comply By Law that found by the officers who do the inspection from giving notice so that this deviation must be corrected.

ii. Temporarily Certificate of Fitness (TCF)

Subject to fee payment that is fixed in first table of By Law, MDHS can approve certificate after imposing deposit whether cash or bank guarantee on rate fixed reasonably developers or consultant give a temporarily certificate of fitness for occupying certain buildings to for period not more than six months in matters where there will only be small deviation from plans building that approved and while waiting compliance fully to MDHS requirements before permanents certificate be issued.

If certificate taken paragraph issued, and owner or resident does not comply fully requirements imposed, MDHS can use deposit for purpose comply requirements.

iii. Partial Certificate of Fitness (Partial CF)

Local authority can reasonably give certificate of fitness sit for part of give any section of the building that have partly completed and may put on anything condition that thought by him necessary to public interest.

Provided that have no certain such permit may be granted if:

- (a) Nothing applications for certificate of fitness sit for part of has been done in the construction period.
- (b) All essential services, including access route, western view, parking, drain, installation cleanliness tools, water and electric, lift fireman, hydrant and others if required, drain requirements and garbage disposal not yet prepared.
- (c) Occupation part or building parts that have been completed partly will harm health or public safety.

A certificate of fitness sit for part of when issued must be operative continuously until the entire building is completed and a certificate of fitness sit for issued.

CHAPTER 4.0

RECOMMENDATION AND CONCLUSION

CFO is only a piece of acknowledgement certificate on occupier that said buildings qualify to be occupied. However, the importance this certificate very influence on occupier. Without CFO building occupier like gamble personal safety to all possibility. CFO capable of ensure security, health, facility and others to occupier. Process to get CFO divided to several stages. Start from Form E was submitted to MDHS until site visit was implementing. If all detail obtained approval from all parties involved, CFO will be issued.

However processes of obtaining CFO take time and complicate. Therefore, reform had been made by local authority by changing process of obtaining CFO with amendment from CFO to CCC. Processes CCC more fast compared CFO and the process also more systematic. Apart from that, CCC also enabled party involved in giving letters of support make inspection more detailed.

CCC divided to 21 Form Gs that developers need to get support or have approval letter from parties involved. For example, G12 which involves building so developer need to get support or approval from building department from local authority. When all of Form Gs were pass so CCC will be issued.

The conclusion is the CCC is more applicable in getting the certificate. This is because process CCC more systematic and more detailed compared with CFO. Besides, the certificate of CCC can be issued simultaneously with notice of vacant possession. This will save the times for occupier to occupant the building. In additional, it also help to overcome the problem that always relate with CFO such as occupier have get the key but still cannot occupant the building because of have no CFO yet.

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MAJLIS DAERAH HULU SELANGOR

(BAHAGIAN KAWALAN BANGUNAN)

PERMOHONAN SIJIL LAYAK MENDUDUKI (CFO)

BORANG E

Senarai Semak Bagi Mengemukakan Borang E untuk Perumahan/Kilang//Stesyen Minyak dan lain-lain bagi Kawasan Majlis Daerah Hulu Selangor.

Pemohon : ABDULLAH SHAHADAN ARCHITECTS
 Projek : CADANGAN ⁶⁰ 4ST UNIT SATU TINGKAT RUMAH TERES DI ATAS SEBAHAGIAN
LOT 353 DAN 1729, BOWI SENTOSA 3, MUKIM SEBANOAH, SELANGOR
 Tarikh Kemukakan Borang E : 30/7/2013 No Fail : 431/09/H/11/099

Bil.	Laporan Teknikal Luaran	Ulasan	Semakan (JKB)
1	IWK	TIADA HALANGAN	30/10/2012
2	BOMBA	TIADA HALANGAN	15/4/2011
3	TELEKOM	TIADA HALANGAN	2/5/2011
4	JKR	TIADA HALANGAN	2/4/2012
5	TNB	TIADA HALANGAN	17/1/2012
6			
7			
Bil	Laporan Teknikal Dalaman	Ulasan	Semakan (JKB)
1	Jabatan Kejuruteraan	SUONGAN SIAP KERJA	30/3/2012
2	Jab. Perancang Bandar	-	-
3	Jab. Landskap	-	-
4	Jab. Kesihatan & Persekitaran	-	-
5	Jabatan Penilaian	-	-

Jabatan Kawalan Bangunan

a) Penetapan Tarikh Lawatan

Tarikh : 1/8/2013.

Masa : 10.00 pagi.

Tempat : rumah.

b) Ulasan : Disyorkan Sijil Layak Menduduki selepas:

solongan drp. Jab. Bekalan Air.

c) Pengeluaran Sijil Layak Menduduki

No. Sijil Layak Menduduki : B4B 0616

Disyorkan : Sijil Menduduki kebel.

Nama :

Tarikh :

d) Disokong : _____

Nama : ABD. WAHAB BIN ABD. HAMID

Tarikh :



BORANG E

MAJLIS DAERAH HULU SELANGOR

JALAN BUKIT KERAJAAN
44000 KUALA KUBU BHARU.

UNDANG-UNDANG KECIL BANGUNAN SERAGAM 1984
PERMOHONAN BAGI PENGELUARAN SIJIL KELAYAKAN MENDUDUKAN
UNDANG-UNDANG KECIL 25 (1)

Tarikh :

Kepada Pihak Berkuasa Tempatan,

MAJLIS DAERAH HULU SELANGOR

Saya dengan ini memberi notis bahawa bangunan / bangunan-bangunan
iaitu CADANGAN MEMBINA 60 UNIT RUMAH TEDES SETINGKAT LOT NO. 1-60
DI FASA 1BA2, BUKIT SENTOSA, DATAR SEBAHAGIAN LOT 353 9129
di atas lot / lot-lot Seksyen

.....Jalan bagi MAXISEGAK
telah disiapkan mengikut Pelan yang diluluskan No: MDHS 431/09/4/99/009-B(P)
bertarikh 17 JAN 2001 dan saya/kami dengan ini memohon suatu Sijil Kelayakan
bagi menduduki.

Saya/kami dengan ini memperakui bahawa saya / kami telah mengawasi pembinaan
dan penyiapan bangunan/bangunan-bangunan ini dan sepanjang pengetahuan
saya/kami kerja-kerja itu adalah mengikut Pelan-pelan bangunan dan Pelan-pelan
Rangkaian dan saya/kami bersetuju terima tanggungjawab sepenuhnya dengan
sewajarnya atas bahagian-bahagian yang dengannya saya/kami masing-masing adalah
berkenaan.





مجلس دائره هولوسلاڠور
MAJLIS DAERAH HULU SELANGOR
 JALAN BUKIT KERAJAAN. 44000 KUALA KUBU BHARU.

"KEJUJURAN DAN KETEKUNAN"

Ruj. Kami : (SS).dlm.MDHS.431/09/H/99/009-B

Tarikh : 31/7/2013

ABDULLAH SHAHDAN ARCHITECT
 No. 41-2, Jalan Radin Anum 2,
 Taman Seri Petaling, Bandar Seri Petaling,
 57000 Kuala Lumpur.

MAXISEGAR SDN. BHD.
 Level 22, Menara Maxisegar,
 Jalan Pandan Indah 4/2,
 Pandan Indah,
 55100 Kuala Lumpur.

Tuan/Puan,

LAWATAN BAGI PERMOHONAN SIJIL LAYAK MENDUDUKI

CADANGAN MEMBINA 60 UNIT (PARDEL A) SATU (1) TINGKAT RUMAH TERES (PH16A2), BUKIT SENTOSA 3, DI ATAS SEBAHAGIAN LOT.353 DAN 1729, MUKIM SERENDAH, DALAM DAERAH HULU SELANGOR, SELANGOR DARUL EHSAN UNTUK TETUAN MAXISEGAR SDN. BHD.

Merujuk kepada perkara di atas adalah dan permohonan daripada pihak Arkitek/Jurutera Perunding adalah dimaklumkan bahawa lawatan tapak akan diadakan seperti berikut :-

Tarikh	:	1/8/2013 (Khamis)
Masa	:	10.00 Pagi
Tempat	:	Di Tapak Projek

2. Tuan atau wakil diminta untuk menghadiri pemeriksaan tersebut dan membawa dokumen pelan yang berkaitan.

Sekian, terima kasih.

' BERKHIDMAT UNTUK NEGARA '



**TENAGA
NASIONAL BERHAD**
(200866-W)

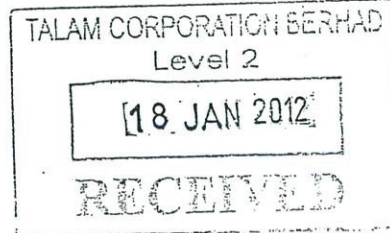


Rujukan Tuan: MX/BS3/60U(16A2)TNB/12-002

Rujukan Kami : TNB(B)/SELA/RWG 1835

17 JANUARI 2012

MAXISEGAR SDN.BHD
MENARA MAXISEGAR,
JALAN PANDAN INDAH 4/2,
PANDAN INDAH,
55100 KUALA LUMPUR.



Tuan,

**BEKALAN ELEKTRIK KE CADANGAN MEMBINA:
SEBUAH KILANG 60 UNIT (PARCEL A) RUMAH TERES 1 TINGKAT DI FASA
16A2, BUKIT SENTOSA 3, DI ATAS SEBAHAGIAN LOT 353 & 1729, MUKIM
SERENDAH, DAERAH HULU SELANGOR, SELANGOR DARUL EHSAN UNTUK
TETUAN MAXISEGAR SDN.BHD.**

Permohonan Sijil Kelayakan Menduduki:

Perkara diatas adalah dirujuk.

Sukacita dimaklumkan bahawa pihak kami tiada sebarang halangan untuk menyokong permohonan pemaju untuk mendapatkan Sijil Layak Menduduki.

Sekian, terima kasih.

“ TNB - PENGGERAK KEMAJUAN NEGARA”

s.k. Puan Chua Kim Lan – Pengarah Eksekutif
Puan Angie Ng GK – Timbalan Naib Presiden (Projek)
En.T Letchumanan – Site Bkt.Beruntung/Bkt.Sentosa



JABATAN KERJA RAYA
HULU SELANGOR,
44000 KUALA KUBU BHARU,
SELANGOR DARUL EHSAN.



"KEJUJURAN DAN KETEKUNAN" Ruj. Tuan : TSSCL 96/200/1430

Ruj. Kami : (38) JKR.HS.4/1/8-352

Tarikh : 02 April 2012
(10 Jamadil Awal 1433H)



JURUTERA TSSC LIM SDN.BHD
M5-D-18 (3rd Floor),
Jalan Pandan Indaqh 4/1,
55100 Kuala Lumpur

Tuan,

CADANGAN MEMBINA 60 UNIT RUMAH TERES 1 TINGKAT DIB FASA 16A2, DI ATAS SEBAHAGIAN LOT 353 & 1729, MUKIM SERENDAH, DAERAH HULU SELANGOR, UNTUK TETUAN MAXISEGAR SDN. BHD.

- Permohonan Surat Sokongan Sijil Kelayakan Menduduki

Merujuk kepada perkara diatas dan surat tuan TSSCL 96/200/1430 .

2. Berikut adalah ulasan-ulasan dan syarat daripada pihak jabatan ini terhadap permohonan tersebut ;

2.1 Pihak ini tiada apa-apa halangan terhadap pengeluaran Sijil Layak Menduduki kepada pihak pemaju tersebut berdasarkan kawasan adalah di luar kawasan jagaan pihak jabatan ini.

3. Oleh yang demikian pihak jabatan ini menyokong permohonan pengeluaran Sijil Layak Menduduki, serta kerjasama daripada pihak pemaju/pemohon adalah amat di hargai.

Sekian, terima kasih,

"BERKHIDMAT UNTUK NEGARA"

Saya yang menurut perintah,

TO : NS - PUSKAS

TUAN : BISHAH

6/4/12

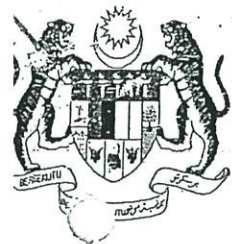
RECEIVED - 6 APR 2012

SCS
CMS
NT
KKH
YWL
NEOH
ADRIA
ZOE
JOAN
LIEW
DAVID
AL
CHANG
YOW

"BERPADU MENINGKATKAN KUALITI PEMBINAAN."

Azb/60unit.mas.sisgar.01.01.12

No. Telefon JKR Hulu Selangor:



JABATAN BOMBA DAN PENYELAMAT, MALAYSIA
NEGERI SELANGOR DARUL EHSAN,
PEJABAT BOMBA DAN PENYELAMAT ZON RAWANG
LOT PT 4248, JALAN LINGKARAN
KAWASAN PERINDUSTRIAN RAWANG INTEGRASI
(RAWANG INTEGRATED INDUSTRIAL PARK)
48000 RAWANG,
SELANGOR DARUL EHSAN.

Telefon :
Fax :

“CEPAT DAN MESRA”

SURAT PELEPASAN PERAKUAN BERPERINKAT MENENTANG KEBAKARAN (PASIF) (Borang G8 UBBL (Pindaan) 2007)

S.P (P) No : /2011
Ruj. Kami : JBPM:SEL/005/100100
Tarikh : 15 April 2011

ARC Partnership Consultant Architects,
No 45-1, Jalan Mamanda 9,
Amapang Point, 68000 Ampang,
Selangor Darul Ehsan.
(u.p. : En Arc Hee Soo Teng)

Tuan,

Projek : CADANGAN MEMBINA 400 UNIT RUMAH TERES SETINGKAT
DENGAN 2 UNIT PENCAWANG ELEKTRIK DI FASA 16A/2, BUKIT
SENTOSA, DI ATAS SEBAHAGIAN LOT 353 DAN 1729, MUKIM
SERENDAH, DAERAH HULU SELANGOR, SELANGOR DARUL EHSAN
UNTUK TETUAN MAXISEGAR SDN BHD.

Merujuk kepada projek di atas adalah berkaitan.

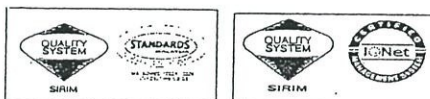
2. untuk makluman Jabatan ini telah menjalankan pemeriksaan ke atas kelengkapan menentang kebakaran atau pemasangan keselamatan kebakaran pasif pada **14 April 2011** dan bersetuju dengan permohonan pelepasan bagi projek yang dinyatakan di atas.

Sekian, terima kasih.

“BERKHIDMAT UNTUK NEGARA”

“1 Malaysia” Rakyat Didahulukan, Pencapaian Diutamakan.

Saya yang menurut perintah,



TM Wholesale

Proj Kami : P1/AND(ST) /4480/BBD/ TROPET
Proj Tuan : MKS/NSG/HID/03



2 MEI 2011

AMMAN TECH (M) SDN BHD,
B-7-7 Mandy Villa,
NO. 451 Jalan Segambut,
51200 Segambut
Kuala Lumpur.

Tuan,

EXTERNAL COQ –

THE PROPOSED DESIGN, COMPLETION REMAINING INFRA STRUCTURE WORKS FOR 60 UNIT PARCEL A SINGLE STOREY TERRES HOUSE (PH A6A2) INCLUDING ALL REQUIRED, CONNECTION, TESTING & COMMISSIONING AT BUKIT SENTOSA 3 MUKIN SERENDAH DAERAH HULU SELANGOR.

Pemeriksaan telah dilakukan keatas infrastruktur **kerja luaran/dalaman** dan kerja-kerja berkaitan bagi Tapak projek pembangunan yang tersebut pada **29 APR 2011** dan didapati seperti berikut :-

No.	Butir-Butir	Jenis	Saiz	Lulus	Lain-lain
1	Lurang - Lurang	JC9, R2A & JB30	OK	Lulus	8 Biji
2	Tudung	7E	OK	Lulus	-
3	Kelengkapan	-	OK	Lulus	-
4	Sesalur	PVC	OK	Lulus	2 & 6 Ways
5	Tali (Draw Rope)	Nylon	OK	Lulus	-
6	Ujian Sesalur	Mandrel	OK	Lulus	-

Perhatian :-

1. Kerja-kerja didapati memuaskan dan diluluskan untuk infra Telekom sahaja . Tempoh jaminan bagi kerja-kerja tersebut adalah 2 tahun dari tarikh surat ini.
2. Pihak tuan bertanggungjawab sepenuhnya untuk membaiki sebarang kerosakan keatas Infrastruktur Telekom dalam tempoh jaminan.
3. Pihak Telekom juga tidak akan bertanggungjawab dan membaiki sebarang kerosakan jika ianya di lakukan oleh pihak tuan atau pihak ketiga selagi pihak Telekom belum menyediakan kemudahan talian ke kawasan ini walaupun selepas tempoh jaminan.

MOHD ASNAWI BIN GHAZALI
(PEMERIKSA)
Pem. Peg. Teknik
AND Planning 1
ANDST
Telekom Malaysia Berhad

HASMA LATI ZAKARIA
Pengurus
AND Planning 1
ANDST
Telekom Malaysia Berhad



AGENSI PERAKUAN - PEMBETUNGAN
 (Dilantik oleh Suruhanjaya Perkhidmatan Air Negara - AP(P)-001/2007)
 INDAH WATER KONSORTIUM SDN. BHD.
 CAWANGAN NEGERI SELANGOR
 LOT 11-02, ARAS 11, BLOK D
 MENARA PANDAN, PERSIARAN MPAJ
 JALAN PANDAN UTAMA, PANDAN INDAH
 55100 KUALA LUMPUR

Tel:

Faks:

Email: <http://www.iwk.com.my>

15507

Rujukan Tuan :

Rujukan Kami : IWK/C/SEL006/97/27(016-1)

Tarikh : 03-Oct-2012

YANG DIPERTUA
 Majlis Daerah Hulu Selangor,
 Jalan Bukit Kerajaan,
 44000 Kuala Kubu Bharu,
SELANGOR DARUL EHSAN

Tuan,

SYOR PERAKUAN MENDUDUKI BANGUNAN PENUH

CADANGAN PROJEK FASA 16A2 [60 UNIT RUMAH TERES SETINGKAT] CADANGAN RANCANGAN PERUMAHAN DI ATAS LOT 353 DAN 1729 , BUKIT SENTOSA 3 , MUKIM SERENDAH, DAERAH HULU SELANGOR, SELANGOR . TETUAN MAXISEGAR SDN BHD.

Dengan hormatnya saya merujuk kepada perkara tersebut di atas.

2. Memandangkan bahawa syarat-syarat kelulusan kerja-kerja:-

Retikulasi Paip Pembetungan - NWS

bagi projek tersebut telah dipatuhi. Agensi ini **TIADA HALANGAN** supaya Sijil Perakuan Menduduki Bangunan Penuh untuk projek di atas dikeluarkan.

Sekian, terima kasih.

Yang benar,

RECEIVED 16 OCT 2012

SCS	
CMS	
NT	
KKH	
YWL	
NEOH	
ADRIAN	
ZOE	
JOAN	
LIEW	
DAVID	
AL	
CHANG	
YOW	

ATTN: Duan Kasimah
 From: Menaan.
 Date: 19/8/13



SYABAS DISTRICT: HULU SELANGOR
 (EXTERNAL WATER SUPPLY SYSTEM)

LETTER FOR TAKING OVER SYSTEM

FORM EPS 19 C

Our Ref
 Date

2/8/2013

MAXISEGAR SDN BHD
 LEVEL 21, MENARA MAXISEGAR
 JALAN PANDAN INDAH 4/2
 PANDAN INDAH
 55100 KUALA LUMPUR



Dear Sir,

CADANGAN PEMBANGUNAN PROJEK 60 UNIT (PARCEL A) RUMAH TERES 1 TINGKAT DI FASA 16A2, BUKIT SENTOSA 3, DIATAS SEBAGIAN LOT 353 & 1729, MUKIM BERENDAH, DAERAH ULU SELANGOR, SELANGOR DARUL EHSAN UNTUK TETUAN MAXISEGAR
 (Bilangan Unit Meter Individu = 60 Unit)
 - Taking Over Of Pipe Reticulation

With reference to your letter (EPS 14) dated 12 June 2013 on the above matter and the water quality inspection after flushing works were completed in the presence of representatives from your company, consultant, contractor and SYABAS on 24 May 2013 is referred.

2. Please be informed that SYABAS in principle has no objection to agree to take over the said reticulation system / pumping system / reservoir from the date of this letter.

3. The defect liability period is fixed at 36 months effective from 2/8/2013. You are required to repair all defects or damages during the defect liability period.

4. The developer has submitted a bank guarantee / cash deposit amounting to RM 7,500.00 and any repair cost borne by SYABAS will be deducted from the bank guarantee / cash deposit if repair works are not carried out by developer.

5. The end of defect liability period letter will be issued to the developer after the developer has repaired all defects as notified by SYABAS.

6. With this letter the developer can proceed to apply water meter after the water deposit has been paid.

7. SYABAS in principle has no objection to supply water for the above development and the Local Authority to issue the certificate of fitness.

Thank You.

Endorsed by,

SYABAS C/M Development / Chief Operating Officer

Date:

2/8/2013

C.C

1. Yang Dipertua, Majlis Daerah Hulu Selangor
2. Sr. General Manager, Operation and Maintenance Department
3. Sr. Manager, Mechanical and Electrical Department



MDHS BKB: 0616

MAJLIS DAERAH HULU SELANGOR

Sijil Kelayakan Menduduki

(Dikeluarkan dibawah Seksyen 25 Undang-Undang Kecil Bangunan Seragam 1986 Selangor)

Kepada : MAXISEGAR SDN BHD
LEVEL 22, MENARA MAXISEGAR
JALAN PANDAN INDAH 4/2
PANDAN INDAH
55100 KUALA LUMPUR

Untuk : CADANGAN 60 UNIT SATU TINGKAT RUMAH TERES (PH16A2) DI ATAS
SEBAHAGIAN LOT 353 DAN 1729, BUKIT SENTOSA 3, MUKIM SERENDAH
(JALAN TELIPOT)

Adalah dengan ini bahawa Pihak Arkitek/Jurutera ABDULLAH SHAHDAN ARCHITECTS

No. Pendaftaran Arkitek/Jurutera L.A.M.NO: A/A 141

Telah memperakukan bahawa bangunan berkenaan telah siap dibina mengikut

Pelan Kelulusan 128/00 Bil fail: (27) di MDHS 431/09/H/99/009-B

Bertarikh 17 JAN 2001 serta telah memperakukan bangunan berkenaan

Layak untuk diduduki dan bersetuju untuk menerima tanggungjawab sepenuhnya

Tarikh:

CUKAI TAKSIRAN

Adalah dengan ini diberi notis bahawa bangunan tuan/puan yang dirujuk di atas, telah

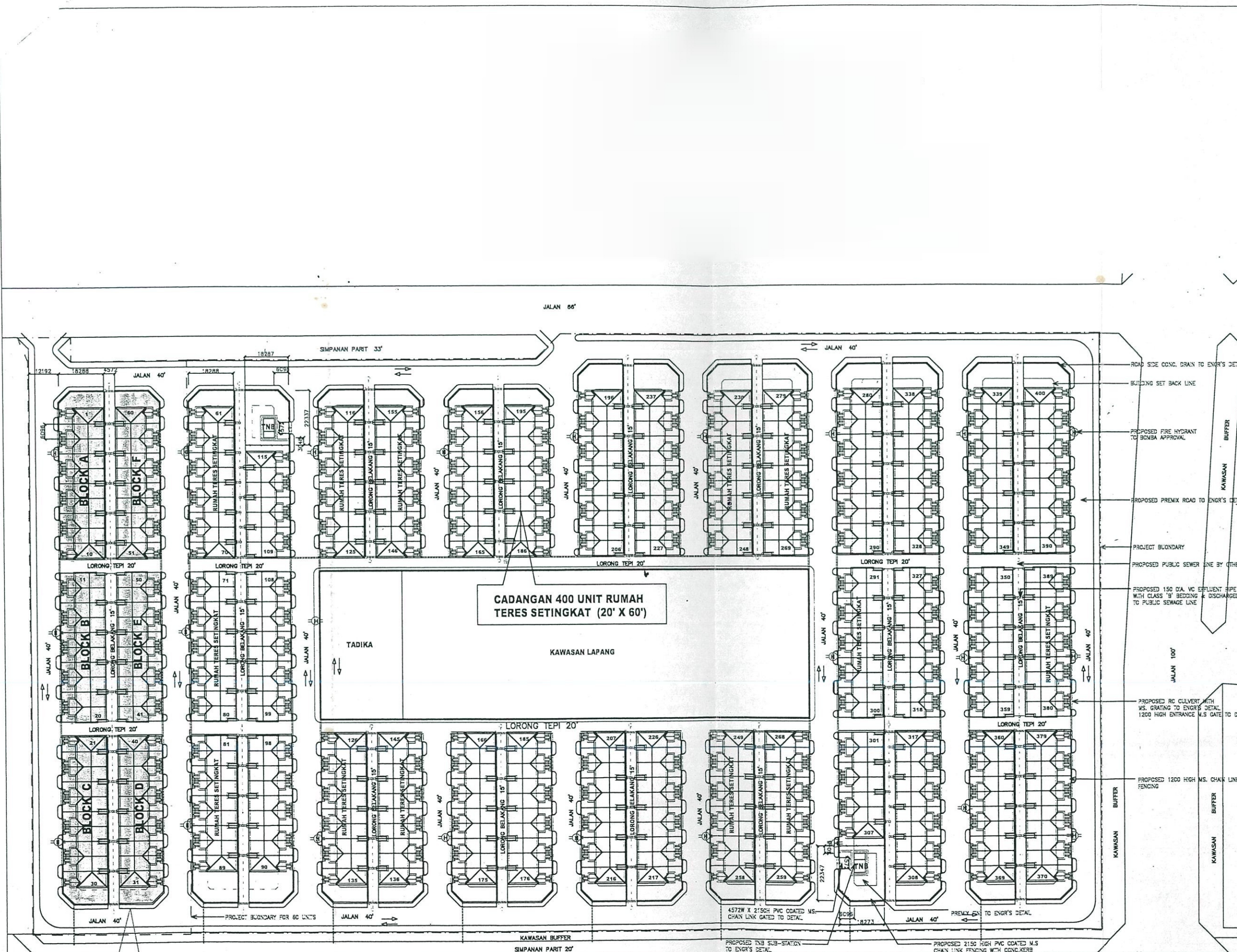
(Ditaksirkan mengikut nilai tahunan sebanyak (AKAN DIMAKLUMKAN KEMUDIAN). (Ringgit

Malaysia: AKAN DIMAKLUMKAN KEMUDIAN)

berkuatkuasa dari tarikh : AKAN DIMAKLUMKAN KEMUDIAN.

Tarikh : 28 AUG 2013





PROPOSED 60 UNITS SINGLE STOREY TERRACE (20' X 60') (LOT NO. 1 - 60 ONLY)

PELAN TAPAK
 SKALA: 1:100
 PELUKIS: MARZUKI
 DISEMAK: CHEN
 DISAHKAN: THAM

**BUKIT SENTOSA
 FASA 16A2**

**60 UNIT RT
 (20' x 60')**

TAJUK PROJEK :
 CADANGAN MEMBINA 60 UNIT RUMAH TERES SETINGKAT (LOT NO.1-60) DI FASA 16A2, BUKIT SENTOSA, DI ATAS SEBAHAGIAN LOT 353 DAN 1729, MUKIM SEREDAH, DAERAH HULU SELANGOR, SELANGOR DARUL EHSAN.

UNTUK:
 TETUAN MAXISEGAR SDN. BHD.

PEMAJU / PEMILIK TANAH :

MAXISEGAR SDN. BHD. (Company No. 19624-V)
 MENARA MAXISEGAR, JALAN PANDAN INDAH 42,
 PANDAN INDAH,
 55100 KUALA LUMPUR,
 Tel: 3341 19624
 Fax: 3341 19625

ARKITTEK :
ARC PARTNERSHIP
 45-1 JALAN MAMANDA 3
 AMPANG POINT
 68000 AMPANG
 SELANGOR DARUL EHSAN.
 Tel: 3341 19624
 Fax: 3341 19625
 Email: arcp@arcpartnership.com

SAYA MENPERAKUI BAHAWA DETAIL DETAIL DALAM PELAN-PELAN INI ADALAH MENURUT KEHENDAK-KEHENDAK URAH-URANGAN KECL BANGUNAN 1984 DAN SETUJUTERIMA TANGGUNGJAWAB PENUH DENGAN SEWAJARNYA

CHEN SOO TENG
 B.Sc.(Hons) B.Arch.(Strathclyde)
 LAHI REGISTRATION NO. AIC 95

TAJUK LUKISAN
 PELAN KUNCI
 PELAN LOKASI
 PELAN TAPAK

DILUKIS OLEH:	MARZUKI	JULY 99
DISEMAK OLEH:	CHEN	
DISAHKAN OLEH:	THAM	
SKALA:	1:750	TARIKH DIKELUARKAN:
NO. PROJEK:	ARC / MSB - BS / 16A2 / 6CRT	PINDAAN:
NO. LUKISAN:	16A2/SP-01	
FAIL CAD : THAM / C / ARC_PROJECT / TALAM / 3516A2 THIS DRAWING IS COPYRIGHT. CONTRACTORS MUST CHECK ALL DIMENSIONS ON SITE. ONLY FIGURED DIMENSIONS ARE TO BE WORKED FROM. DISCREPANCIES MUST BE REPORTED IMMEDIATELY TO THE ARCHITECT BEFORE PROCEEDING		

MAJLIS DAERAH HULU SELANGOR
(BAHAGIAN KAWALAN BANGUNAN)

PERMOHONAN SIJIL LAYAK MENDUDUKI (CFO)
BORANG E

Senarai Semak Bagi Mengemukakan Borang E untuk Perumahan/Kilang/Stesen Minyak dan lain-lain Bagi Kawasan Majlis Daerah Hulu Selangor.

Pemohon:

Projek :

Tarikh Kemukakan :
(Borang E)

No.Fail:

Bil.	Laporan Teknikal Luaran	Ulasan	Semakan (BKB)
1	Bomba		
2	PUAS		
3	JKR		
4	JPS		
5	JPP/IWK		
6	TNB		
7	Telekom		
8	Jabatan Alam Sekitar		
9	Lain-lain (Jika ada – Nyatakan)		

Bil.	Laporan Teknikal Dalaman	Ulasan	Semakan (BKB)
1.	<u>Bahagian Kejuruteraan & Infrastruktur</u>		
	a) Lampu Jalan		
	b) Longkang		
	c) Jalan		
	d) Tempat Letak Kereta		
	e) Lain-lain (Nyatakan)		
	Sokongan untuk Sijil Layak Menduduki		
2.	<u>Bahagian Perancang Bandar & Rekreasi</u>		
	a) Nama Taman		
	b) P. Tanda Jln. (Signage)/Nama Jln		
	c) Nombor Premis		
	d) Tanaman Pokok (Lanskap)		
	e) Taman Kanak-Kanak		
	f) Kawasan Lapang		
	j) Lain-lain (Nyatakan)		
	Sokongan untuk sijil Layak Menduduki		

Bil.	Laporan Teknikal Dalaman	Ulasan	Semakan (BKB)
3.	Bahagian Penilaian		
	a) Nilai		
	b) Data-data / Maklumat Pemilik		
	c) Tukar Nama		
	d) Tarikh Kuatkuasa Cukai Taksiran		
	e) Lain-lain (Nyatakan)		
	Sokongan untuk Sijil Layak Menduduki		

Bahagian Kawalan Bangunan

a) Penetapan Tarikh Lawatan

Tarikh :

Masa :

Tempat :

Ulasan :

Sokongan untuk Sijil Layak Menduduki :

Pengeluaran Sijil Layak / Menduduki

No.Sijil Layak / Menduduki :

Tarikh :

Disokong : _____
(Bahagian Kawalan Bangunan)

Nama :

Tarikh :



MAJLIS DAERAH HULU SELANGOR

JALAN BUKIT KERAJAAN
44000 KUALA KUBU BHARU.

BORANG E

UNDANG-UNDANG KECIL BANGUNAN SERAGAM 1984
PERMOHONAN BAGI PENGELUARAN SIJIL KELAYAKAN MENDUDUKAN
UNDANG-UNDANG KECIL 25 (1)

Tarikh :

Kepada Pihak Berkuasa Tempatan,

MAJLIS DAERAH HULU SELANGOR

Saya dengan ini memberi notis bahawa bangunan / bangunan-bangunan
iaitu.....

di atas lot / lot-lot Seksyen

.....Jalan bagi.....

telah disiapkan mengikut Pelan yang diluluskan No:.....

bertarikh..... dan saya/kami dengan ini memohon suatu Sijil Kelayakan
bagi menduduki.

Saya/kami dengan ini memperakui bahawa saya / kami telah mengawasi pembinaan
dan penyiapan bangunan/bangunan-bangunan ini dan sepanjang pengetahuan
saya/kami kerja-kerja itu adalah mengikut Pelan-pelan bangunan dan Pelan-pelan
Rangkaian dan saya/kami bersetuju terima tanggungjawab sepenuhnya dengan
sewajarnya atas bahagian-bahagian yang dengannya saya/kami masing-masing adalah
berkenaan.

.....
Jurutera / Arkitek

Nama :

Alamat :

.....

.....

Ruj. Kami : () .dlm.MDHS. 431/09/F/01/005-B

Tarikh :

TLC Architect
Unit No.D-3A-6,
Block D, Megan Phileo Promenade,
189, Jalan Tun Razak,
50400 Kuala Lumpur.

Tuan

**MENGEMBALIKAN BORANG E.
CADANGAN MEMBINA SEBUAH KILANG DAN PEJABAT 3 TKT. DI
ATAS LOT. NO. PT 8557, PECAHAN LOT.1698, KAWASAN
PERINDUSTRIAN ZONE 3, BUKIT BERUNTUNG, MUKIM SERENDAH.**

Merujuk kepada perkara diatas dan surat tuan bertarikh 28 Mac 2003 adalah berkaitan.

2. Untuk makluman, permohonan Borang E oleh pihak tuan telah ditolak.
3. Sila kemukakan bersama laporan daripada Bahagian Kejuruteraan ,Landskap & Nama Jalan daripada Bahagian Perancang Bandar Dan Rekreasi, Majlis Daerah Hulu Selangor.

Sekian. Terimakasih.

“BERKHIDMAT UNTUK NEGARA”

Saya yang menurut perintah,

(HJ ABDULLAH B. HJ. RAHMAN)
Setiausaha,
b.p Yang DiPertua,
Majlis Daerah Hulu Selangor.

s.k.

Heng Kok Boon
286, Jalan 48, Petaling Garden,
Kepong,
52100 Kuala Lumpur.

Fail Timbul.

K2/BGN.

Ruj. Kami : (). Dlm. MDHS.

Tarikh :

Tuan,

LAWATAN TAPAK BAGI PERAKUAN SIAP KERJA

Merujuk kepada perkara di atas dan permohonan daripada pihak Akitek/ Jurutera Perunding bertarikh 25hb. MAC 2000 adalah dimaklumkan bahawa pemeriksaan 'apak oleh pihak Majlis akan di adakan seperti berikut:

Tarikh :

Masa :

Tempat :

2. Tuan atau wakil adalah diminta untuk menghadiri pemeriksaan tersebut dan membawa dokumen pelan yang berkaitan.

Sekian, terimakasih

Ruj.Kami : ()dlm.MDHS. 431/

Tarikh :

Tuan,

SIJIL LAYAK MENDUDUKI KEKAL

Berhubung dengan perkara di atas, pihak tuan telah memperakukan bahawa bangunan yang tersebut di atas telah disiapkan dan disempurnakan mengikut pelan diluluskan pada

2. Sila datang ke pejabat ini untuk mengambil Sijil Layak Menduduki yang asal setelah memenuhi syarat-syarat yang dinyatakan seperti berikut:-

2.1 Pihak tuan dikehendaki menjelaskan bayaran daftar sistem nombor bangunan sebanyak **RM 10.00 X Unit = RM (Ringgit Malaysia)**.

2.2 Pihak tuan dikehendaki mengambil Sijil Layak Menduduki mulai sebulan dari tarikh surat ini dikeluarkan.

“BERKHIDMAT UNTUK NEGARA”

Saya yang menurut perintah,

(ZULKEPLI BIN AHMAD)
Yang Dipertua
Majlis Daerah Hulu Selangor

“ BERKHIDMAT UNTUK NEGARA “

Saya yang menurut perintah

(KASIMAH BINTI DAUD)
Pembantu Teknik
Bahagian Kawalan Bangunan
Majlis Daerah Hulu Selangor

s.k

Jurutera Awam,
(u.p : En. Mohd Azda Bin Haji Nordin) (Untuk Makluman)

Bahagian Kawalan Bangunan,
(u.p : Pn. Kasimah Bt. Daud) (Untuk Tindakan)

Bahagian Perancang Bandar & Desa,
(u.p: Pn. Azlina Bt. Mokhtar) (Untuk Makluman)

Bahagian Penilaian,
(u.p : En. Mohd Sazali B. Mat Som) (Untuk Tindakan)

Bahagian Kesihatan,
(u.p : En. Mohd Asri Bin Mohd Khatib) (Untuk Tindakan)

Fail Timbul.

Nota :

1. Sila kemukakan ulasan dari bahagian tuan selewat – lewatnya dalam masa 7 hari.
2. Sekiranya tiada maklumbalas, Bahagian Urusetia beranggapan tiada halangan dari pihak tuan.