



CENTER OF STUDIES IN BUILDING SURVEYING
FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING
UNIVERSITI TEKNOLOGI MARA
PERAK

**THE PROCEDURES OF DEVELOPMENT APPROVAL FOR PUBLIC
HOUSING PROJECT 1 MALAYSIA**

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BACHELOR OF BUILDING SURVEYING (HONS)
PRACTICAL TRAINING REPORT

OCTOBER 2021

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HOUSING PROJECT 1 MALAYSIA**

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This practical training report is fulfillment of the practical training course

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ACKNOWLEDGEMENT

In the name of Allah, the Most Beneficent, the Most Merciful. All praised to the Prophet Muhammad SAW. Firstly, thankful to Allah SWT for gave me this great chance to go through industrial training in Pasir Mas District Council (Majlis Daerah Pasir Mas) and finish it successfully.

First and foremost, I would like to thank my industrial supervisor, Mr Haji Mohammad Fadhli bin Yusoff for giving me a chance to complete my industrial training in Technical Department. His professional squad is made up of the following individuals which are En Azmi Bin Hamzah, Puan Nik Maziaty Bt Long Omar, En Muhammad Amir Fahman Bin Sabri, Shamsiah Bt Sulaiman And Mohd Sabri B. Hussain, Besides from that, I also want to thank for all the guidance, knowledge and support. I also want to convey gratitude to all of the staffs here for their kindness in helping me while completing my industrial training.

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Thank you so much.

ABSTRACT

The construction industry is the backbone for the development of Malaysia. The objective of this report is to investigate the processes and procedures of building plan approval, identify the specifications of technical reviews and to determine the status of approvals. This report is conducted through observations, interviews experienced staff and review of some crucial documents that involved during the approval work. Therefore, the findings of this report is about the whole progress on the management of the development process in compliance with procedures and regulations as stipulated by law. Therefore, all the aspects of development must be based on current legal requirements until the project was completed.

This industrial training report consists of 5 chapters which is introduction, literature review, case study, process and conclusion. Chapter 1 consist of background of the organization, chapter 2 consist of literature review about project, chapter 3 consist of case study the procedure of development approval for public housing project 1 Malaysia and detail project process and procedure while chapter 4 and chapter 5 consist of conclusion of the report. In order to complete the requirement, student needs to complete at least seventeen (17) weeks of industrial training which is starting from 10th October 2021 until 30th January 2022.

In this Technical Department, I have follow to works on site and helping works in the office. During my placement, I have learned a lot of new knowledge about road maintenance and construction works. This knowledge are useful for me in future and gives me a lot of advantages to prepare myself for my future career.

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CHAPTER 1

INTRODUCTION

1.0 Introduction

The process of approval of a development is a process to obtain permission to enable the development to be implemented (Azmi Abd. Latif, 1999). Development means any type of construction, housing, industry, public use and so on. According to Section 70 of the Roads, Drains and Buildings Act 1974 (Act 133) stipulates that permission to erect a building is after complying with technical requirements such as displacement, site level, floor and so on. The processes and procedures outlined are based on the laws, policies, guidelines and government circulars that are still in force. Therefore, local authorities and technical departments must comply with the provisions of the law governing their respective functions, roles and responsibilities and must implement enforcement actions in line with the source of authority and law to ensure public safety and welfare in line with the concept of 'duty on care 'and the importance of ' ' check and balance ' (Manual Book Osc,2019).

The approval of the development plan is important to ensure that each application plan submitted complies with all legal and regulatory requirements (Manual Book Osc, 2019). Section 70 (1), Roads, Drains and Buildings Act 1974 (Act 133) states that no person may erect a building without obtaining prior written permission from the Local Authority (PBT). All building construction or additions or renovations that do not get permission from the local authority in advance or construction that does not follow the approved plan is contrary to section 70 (Act 133). In addition, each development plan needs to get approval from the local authority because the local authority has a structure plan in each state and district and it will likely change from time to time. This can facilitate the PBT update in the structure plan about the changes that apply. This is because the land in our country has its own zone which is a commercial zone, residential, agricultural and to build a residence requires a building zone (Ar. Azizul Azwar, 2021).

There are generally three stages in the development plan approval application process. According to Wong Kee Kho (1996), the hierarchical development plan approval application process is stage 1 application for change of land conditions, stage 2 application for planning permission and stage 3 application for building plan approval. An application to change the conditions of this land is made when the planned development differs from the original land category while the application for planning permission is made by submitting the layout plan to the Local Authorities and the building plan is to ensure that the plan submitted to the PBT complies with the requirements of Undang-Undang Kecil Bangunan Seragam (UKBS 1986).

The advantage of getting building plan approval is that the house will get insurance coverage. This is because, Houses without certificate of completion and compliance (CCC) do not get insurance in the event of an accident such as fire or collapse due to natural disasters. In addition, to guarantee the safety of the owner.

There are many types of approvals, however, the aim of this is to discover the processes and procedure of development approval that focus on building plan approval for Public Housing Project 1 Malaysia at Rantau Panjang, Kelantan (PPA1M).

1.1 Introduction of Company Profile

1.1.1 History of the Organization

This district council is one of 12 Local Governments in Kelantan, including the Kota Bharu Municipal Council. It was established on January 1st 1979 under the Local Government Act 1976 (171) with the Government Gazette P.U.7/79. The Pasir Mas District Council (MDPM) is located in the heart of Pasir Mas New Town, Lubok Jong, Pasir Mas near Pasir Mas Land and Territory Office. It was formed with the merger of the Pasir Mas Municipal Board, Rantau Panjang Local Council, To'Uban Local Council, Gual Periok Local Council. All these areas and several new growth areas as well form the Pasir Mas District Council and Rantau Panjang Branch.

This stable company is led by the, Mr. Hazmi Bin Abdul Hamid and there are experience partners in the company such as managers, engineers, accountants, supervisors and which all highly motivated in construction projects. There are several departments of Pasir Mas District Council which are Administration Unit, Financial Unit, Valuation and Property Management Unit, Engineering and Projects Unit, Health and Urban Services Unit, Enforcement Unit, Unit One Stop Centre (OSC), Corporate Planning and Development Unit, Legal Unit and Information Technology Unit. The vision of Pasir Mas District Council is to make the Pasir Mas District Council jurisdiction more developed, clean and beautiful through competent, effective and friendly service, while at the same time ensuring just and fair execution of implementation for all while the mission are to guarantee competent, effective and friendly service to each customer and strive to make the Pasir Mas District Council jurisdiction more developed, and as clean and beautiful as it can be.



Figure 1.1: Pasir Mas District Council

Source: Mdpm (2019)

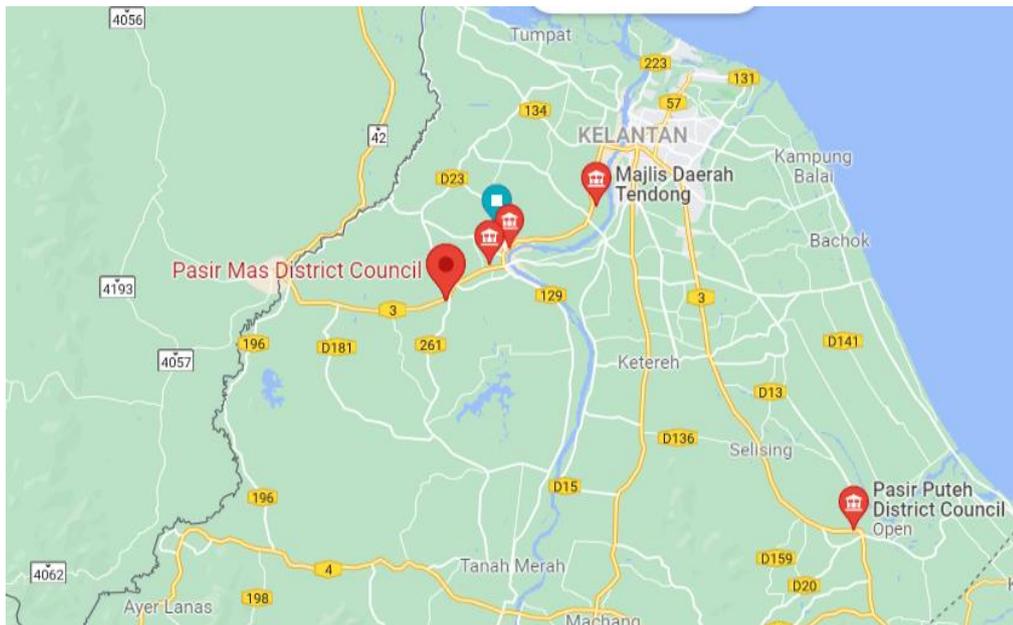


Figure 1.2: Location Pasir Mas District Council

1.2 Company Profile

BUILDING ADDRESS	Kompleks Apam Putra Bandar Bharu Pasir Mas, Pasir Mas 17070, Kelantan.
BUILDING OWNER	Pasir Mas District Council
YEAR OF CONSTRUCTION	2006
YEAR OF COMPLETION	2012
AGE OF BUILDING	11 years
TEL NO.	09-7916777
FAX NO.	09-7916999
STOREY OF BUILDING	3 storey
EMAIL	mdpm@kelantan.gov.my

1.3 Mission and Vision Company

Mission

- Always strive to make Pasir Mas Maju District Council area clean and beautiful.
- Guaranteeing efficient, friendly and quality service to every customer.

Vision

- To make the Pasir Mas District Council area a beautiful, clean, beautiful and dynamic area through the provision of efficient, friendly and quality services as well as ensuring fair and equitable implementation for all.

1.4 Organization Logo

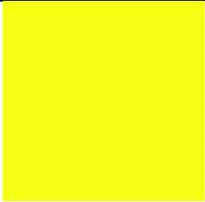
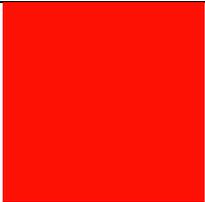
Pasir Mas District Council Logo



Figure 1.3: Pasir Mas District Council

Table 1.1: Description of the shape and colour of the Pasir Mas District Council Logo

Shape/Colour	Description
	<p>Moon, Star, Daggers and Keys</p> <ul style="list-style-type: none"> • Emblem of the Kelantan state government
	<p>Two deer left and right</p> <ul style="list-style-type: none"> • Symbolizes the coat of arms of Kelantan
	<p>Paddy</p> <ul style="list-style-type: none"> • Symbolizes unity
	<p>Tree</p> <ul style="list-style-type: none"> • Symbolizes the environment

	<p>House</p> <ul style="list-style-type: none">• Symbolizes community
	<p>Blue</p> <ul style="list-style-type: none">• Symbolizes harmony
	<p>Green</p> <ul style="list-style-type: none">• Symbolizes peace
	<p>Yellow</p> <ul style="list-style-type: none">• Symbolizes the sovereignty of kings
	<p>Red</p> <ul style="list-style-type: none">• Symbolizes courage

1.5 Objective Company

The objectives of Majlis Daerah Pasir Mas are to manage and supervise development projects and ensure they are beneficial to all residents and the district council. Besides, help in answerable to the State and Federal Government concerning development projects. Also important to plan programs to boost revenue, in order to one day be fully self-sufficient in terms of funding. Furthermore, play a role in enforcement of the law and all District Council guidelines. In addition to keep update and upgrade the management and administration machine in order to provide effective service and execution of development programs. Lastly, provide basic facilities, socio-economic activities, recreation and beautification in line with the concept of a city in the park to raise the quality of life for all district residents.

1.6 Organization Function

The function of the district council are to implement economic development projects for the council, including building stalls, shops, complexes and markets. In addition, to monitor and control the construction of buildings, drainage, roads, and others. Also provide infrastructure amenities like roads, street lighting, and drainage for residents and provide recreational amenities like playgrounds, parks and recreational spaces. Next, plan the structure of the urban development, in line with current requirements to ensure maintain security, health, cleanliness and avoid interruptions and problems soon.

1.7 Company Awards

1994 was a glorious year for Pasir Mas District Council (MDPM) by winning four awards at the national level namely Project Management Award, File Management Award, Best Client Charter Award and won second place in the Clean and Beautiful Competition organized by the Ministry of Housing and Local Government Malaysia. recieved a cash prize of RM100,000.00.

Besides, Pasir Mas District Council Runner -up for the Local Authority Innovation Category in the Kelantan Public Sector Innovation Awards Ceremony

(AISAK) for the Year 2021 which was officiated by Yang Berhormat Dato 'Kaya Setia SUK Negeri Kelantan. The success was achieved because of the cooperation and support of all parties, including MDPM officers and staff as well as traders and the community throughout the Pasir Mas district.



Figure 1.4: Award for Pasir Mas District Council

1.8 Company Organisation Chart

The following is the organization chart of the Technical Department in the Pasir Mas District Council :

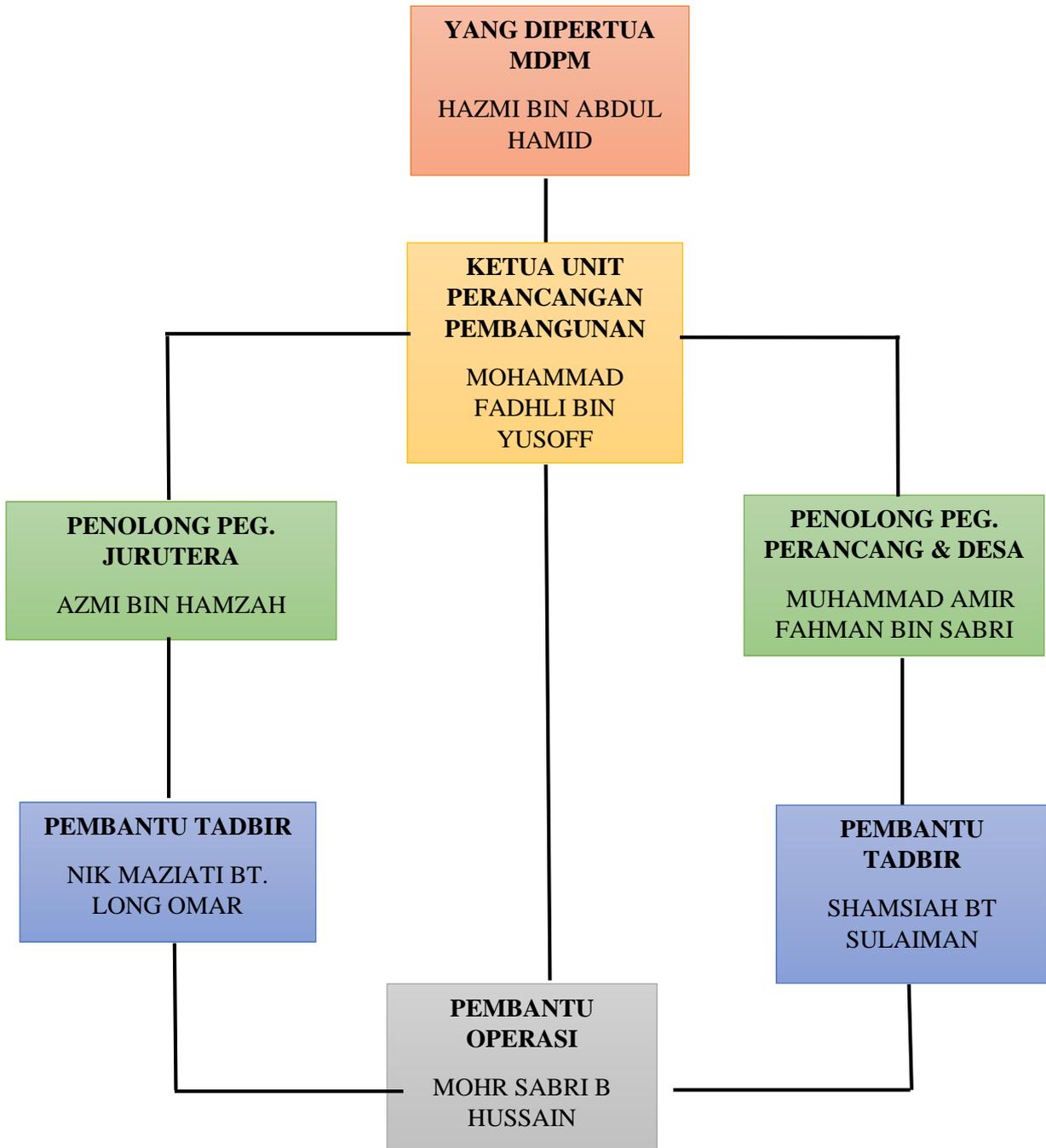


Figure 1.5: Technical Department Organization

Chart 1.1 above shows the organization chart of Technical Department under MDPM (Pasir Mas District Council). Based on the chart above, the head of department of Technical Department is Mr Haji Mohammad Fadhli bin Yusoff. Under head of department, there are two (2) sub departments which is Assistant Building Officer & Assistant Town and Planning Officer.

The person in charge as Senior Officer of Building Department is Mr. Azmi bin Hamzah. Next, under senior officer, there are one (1) sub-position consists of Building Officer. The person in charge for Building Department is Mrs. Nik Maziaty bt Long Omar acts as clerk.

Mr. Muhammad Amir Fahman bin Sabri is a person who is responsible in Town and Planning Department as Assistant Officer. Finally, there are one (1) sub-position under Mr. Amir Fahman which are clerk of Town and Planning Department.

While in Assistant Operations consists of one (1) staff who are acts as Assistant Operation of the Technical Department Building, Mr. Mohd Sabri bin Hussain.

These people are important to the MDPM (Pasir Mas District Council) because they need to ensure the services of the customers are well maintained. They need to need to supervise, control and manage the staff of the department to make sure the services outcomes is good and the project can run smoothly.

1.9 List of Project

1.9.1 Completed Projects

NO.	PROJECT TITLE	PROJECT VALUE	START DATE	COMPLETION DATE	PROJECT DURATION	CLIENT
1.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman Batu 1 Tingkat Diatas Lot Pt 640, Mukim Paloh, Daerah Kubang Sepat, Jajahan Pasir Mas.	RM 160,700.00	9/04/2019	22/12/2019	18 Months	Arkitek Shukry
2.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman Batu 1 Tingkat Diatas Lot Pt 5292, Mukim Apam, Daerah Gual Periok, Jajahan Pasir Mas.	RM 143,900.00	26/5/2019	28/7/2020	18 Months	Arkitek Ilham Karya
3.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman Batu 1 Tingkat Diatas Lot Pt 163, Mukim Tasik Berangan, Daerah Gual Periok, Jajahan Pasir Mas.	RM 171,500.00	23/07/2019	28/7/2020	18 Months	Arkitek Iham Karya
4.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman Batu 1 Tingkat Diatas Lot Pt 2863, Mukim Kubang Terap, Daerah Pasir Mas, Jajahan Pasir Mas.	255,900.00	3/3/2019	23/8/2020	18 Months	Sr Concept Management
5.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman Batu 1 Tingkat Diatas Lo Pt 240, Mukim Lubok Tapah, Daerah Kuala Lemal, Jajahan Pasir Mas.	121,100.00	30/1/2019	20/5/2020	18 Months	Jutureka Senibina

Table 1.2: List of Complete Projects

1.9.2 Project in Progress

NO.	PROJECT TITLE	PROJECT VALUE	START DATE	COMPLETION DATE	PROJECT DURATION	CLIENT
1.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman 1 Tingkat Di Atas Lot Pt 293, Mukim Lalang, Daerah Pasir Mas, Jajahan Pasir Mas.		12/0/2021			Arkitek shukry
2.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman 1 Tingkat Di Atas Lot Pt 478, Mukim Apa-Apa, Daerah Bunut Susu Jajahan Pasir Mas.		11/10/2021			Ashri 'n' nasir associates
3.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman (Batu) 2 Tingkat Di Atas Lot 2420, Mukim Kubang Terap, Daerah Pasir Mas, Jajahan Pasir Mas.		20/10/2021			Sr concepts management
4.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman 1 Tingkat Di Atas Lot Pt 3957, Mukim Tok Uban , Daerah Kangkong, Jajahan Pasir Mas.		11/10/2021			Ashri 'n' nasir associates
5.	Cadangan Membina Dan Menyiapkan 1 Unit Rumah Kediaman 1 Tingkat Di Atas Lot Pt 223-225, Mukim Lubok Tapah , Daerah Kuala Lemal, Jajahan Pasir Mas.		7/10/2021			Arkitek shukry

Table 1.3: List of Projects in Progress

1.10 Function of Building Department

1.10.1 Building Control Division

- Manage and process applications for approval of additional plans and changes to existing terrace houses/shops and others
- Pasir Mas District Council guideline book-managing and processing applications for approval of Sketch Plan permits for additions and changes to existing terrace houses
- Manage and monitor the implementation of works carried out by contractors who collect construction waste materials on additional works and changes to terrace houses/shops and other existing
- Manage and process applications for support and Building Completion approval for additions and changes to existing buildings (Form F)
- Manage and process for supportive reviews of business license applications from the Department of Health and Environment
- Manage, monitor and regulate and take legal action on all types of buildings constructed without permission

CHAPTER 2

LITERATURE REVIEW

2.1 Definition of Building

According to (Douglas, 1996) building is a major physical asset within facility, there are three primary function of a building which is related to space, as a shelter from weather and provides safety and privacy to the users or occupiers. In other word, in Malaysia, there are have more building. While in Public Housing Project 1 Malaysia, which it this case study. It is having more building that have been build, it is because at Pasir Mas, Kelantan is an area that are rapidly developing. In Pasir Mas, Kelantan there are have more types of building. According to The Economic Times (2019) the government has categorized various types of building on the basis of different criteria depending on their usage, design and height which its residential buildings, educational buildings, industrial buildings and institutional buildings. In this research, I would choose residential building. It is because in this area there are have more type of residential building compared to another types of building.

In general, this research is about evaluating the public level of awareness towards local authority's standard procedure for development approval in Public Housing Project 1 Malaysia. This research is carried out to identify the specifications of technical reviews, to determine the types of approvals. Therefore, to investigate the processes and procedures of building plan approval. This chapter will provide insight on relevant publications and studies related to the topic in order to define the area of study.

This chapter consist of literature review on the current enforcement procedure by local authority and issues regarding procedure development buildings. This chapter is focussing on the definitions of main terms of the research, to identify the specifications of technical reviews, to determine the types of approvals. Therefore, to investigate the processes and procedures of building plan approval. This literature review carries up research conducted in other countries

and in Malaysia. The guideline reviewed in this chapter will only include guidelines from Malaysia since the difference in guidelines and standards implemented among countries.

2.2 – Definition of Main Terms

In this section, the definition of main terms used in the whole research will be explained. The terms that will be explained are:

2.2.1 – Illegal Building

The term illegal building has been widely used in building control. In general, it describes a building that is built without approval from local authority. The term illegal according to (dictionary, 2020) refers to actions or things that are contrary to or forbidden by law. However, it could also be defined as not allowed by law (Cambridge dictionary, 2020).

According to (dictionary, 2020) the word “building” refers to any structures with a roof and walls. In (Merriam-Webster, 2020) the word “building” refers to a usually roofed and walled structure built for permanent use. The term illegal building according to (The Commissioner of Law, 2007) refers to any building, extension or renovation that does not obtained approval from authority or council.

2.2.2 – Local Authority

In general, local authority is described as a government organization that helps in the public matters related to the community. The word “local” according to (dictionary, 2020) refers to relating or restricted to particular area or one’s neighbourhood. The word “local” is defined as from, existing in, serving or responsible for a small area, especially of a country (Cambridge dictionary, 2020).

The word authority refers to a group of people with official responsibility for a particular area of activity (Cambridge dictionary, 2020). The other definition of

the word “authority” is a government agency or corporation to administer a revenue-producing public enterprise (Merriam-Webster, 2020).

The term local authority means any city council, municipal council, town council, town board, local council, rural board or similar local authority established by written law and in relation to the Federal Territory means the Commissioner of the City of Kuala Lumpur appointed under section 3 of the Federal Capital Act 1960 [Act 190] (The Street, Drainage and Building act1974).

2.3 Guidelines Case Study Area

2.3.1 – Building control guidelines in Malaysia

Malaysia's building regulations are based on the Street, Drainage and Building Act 1974 (Act 133) and its subsidiary, the Uniform Building By Laws 1984 (UBBL 1984). These acts provide the procedures for building plans approval and other matters related to development and construction control. Building renovation guidelines in local authorities regulate house renovations in Malaysia (Sarkom et al., 2018). Other lead agencies prescribe their requirements through legislations under their control, For example, the Fire Services Department prescribes requirements for fire-fighting services through Part VII and Part VIII of the UBBL 1984 and Fire Services Act 1988. Some Malaysian Standards are already made mandatory under specific legislation.

UBBL 1984 is a building code which provides the minimum requirements for the control and construction of street, drainage and building in local authorities' areas. There are 9 parts to the building code which include preliminary, submission of plans for approval, space light and ventilation, temporary works, structural requirements, fire requirements, fire alarms, fire detection, fire extinguishment and firefighting access and miscellaneous. UBBL 1984 is gazetted by each state to be adopted and enforced by the local authorities in a state.

Local authorities adopt and enforce Uniform Building By-Laws 1984. Laws are formulated by the Federal Government and passed down to State Government to be gazetted. Local authorities will adopt and enforce the laws.

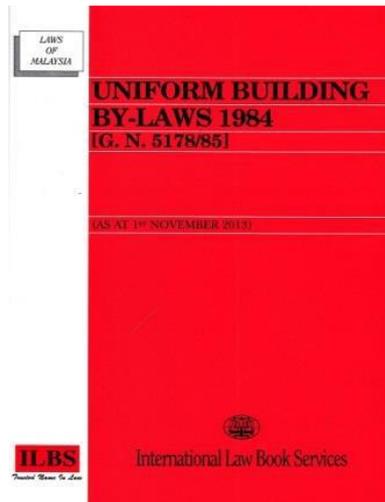


Figure 2.1 – Uniform Building by Laws 1984

The Street, Drainage and Building Act 1974 (Act 133) is an act that has been applied as building guideline in Malaysia. The act consist of eight (8) separate parts explaining specific content of the law such as preliminary, streets, drains, back-lanes, buildings, miscellaneous, by-laws and repeals, transitional provision and etc. the act main purpose is to provide a uniform laws relating to the street, drainage and building in local authority in peninsular Malaysia.

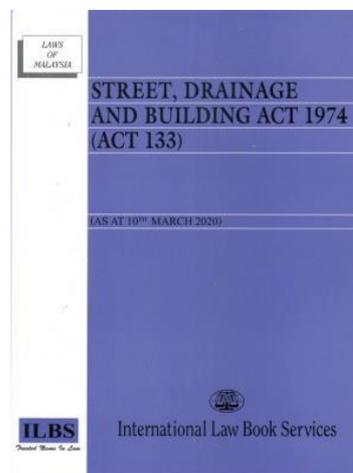


Figure 2.2 – Street, Drainage and Building Act 1974 (Act133)

Local authority is responsible towards development control in concurrence with its statutory role as a planning authority. These roles are governed by the relevant laws, by-laws and standards. Local authorities have the jurisdiction over all types of buildings including government owned building.

2.3.2 – Building Plan Approval Procedure

Building plan approval is one of the most vital element or actions in a new development project or renovation. (Marzukhi et al., 2019) The application should be done to the local authority by submitting related plans. The plans and documents will later be reviewed by the local authority officers to check for compliance of the plans with existing building act.

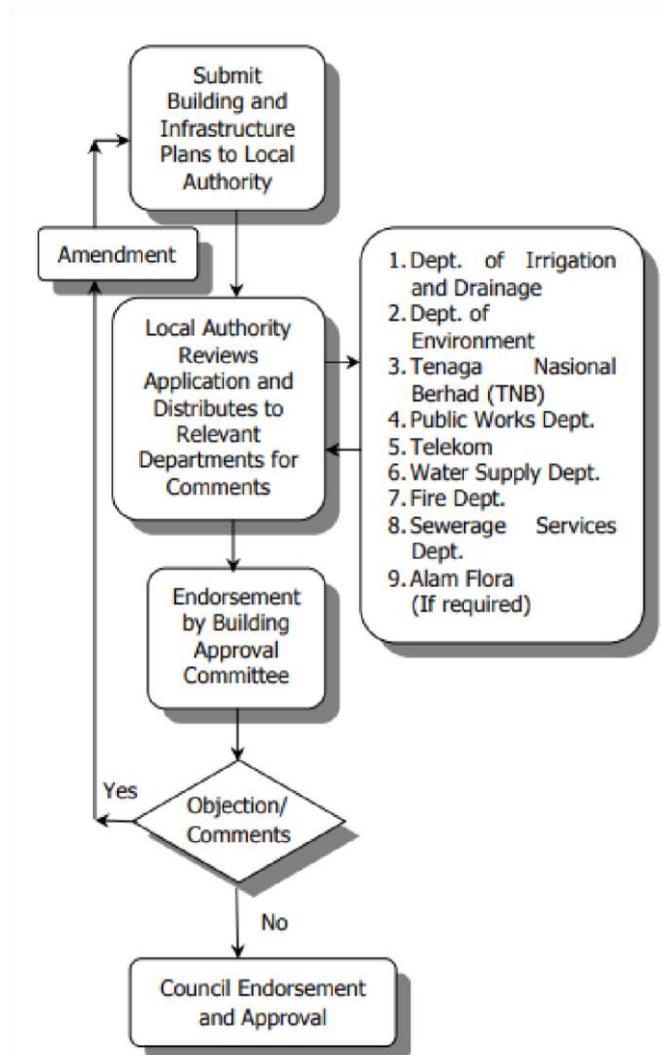


Figure 2.3 – Building plan approval procedure.

In general, there are three common conditions for building permit or renovation (Sabri et al., 2018). The first one is that the renovation must be approved by the local authority, the second one is that all the plans and documents submitted must have been checked and endorsed by a registered architect or any competent person.

And the last one is that the building or renovation must be built according to the approved plan. Any variations or altered construction that does not comply to the approved plan must be clarify and approved by local authority.

However, the process or procedure itself has several issues. This is because of the variations in terms of time for design approval by local authorities are unpredictable and depends on the project details (Marzukhi et al., 2019). A person or parties may not start any construction works before any written notice of approval from local authority, thus making it difficult on the project overall progress.

By starting any projects of construction without prior approval, an individual or parties is subjected to breach of law. Therefore, the importance of the building plan approval is clearly undeniable. Among the common needed documents include details related to access, setbacks, elevation and floor plans and other related documents. Without these essential documents, the applicant's application might be hold and applicant will be requested to resubmit the necessary documents.

CHAPTER 3

CASE STUDY THE PROCEDURES OF DEVELOPMENT APPROVAL FOR PUBLIC HOUSING PROJECT 1 MALAYSIA

3.1 Introduction to Case Study

This project is about building plan approval for ‘Cadangan Membina Dan Menyiapkan 71 Unit Rumah Teres 2 Tingkat Diatas Lot 1380 Mukim Rantau Panjang’. The residence is equipped with comprehensive facilities to ensure a healthy and perfect lifestyle by combining the peace and privacy of life that creates a harmonious atmosphere to the occupants. Design concept that is both attractive and practical and also equipped with security features such as a gated and guarded community.

This project contains 71 Units of 2 Storey Terrace Houses which consist of 4 bedrooms and 3 toilets. This project completed with amenities for the occupants such as Surau, multipurpose hall, and kindergarten. Also 1 unit of TNB Substation Center and 1 unit of Sewage Treatment System. The site plan of the project is shown in Figure 4.



Figure 3.1: Public Housing Project 1 Malaysia



Figure 3.2: Surrounding Public Housing Project 1 Malaysia

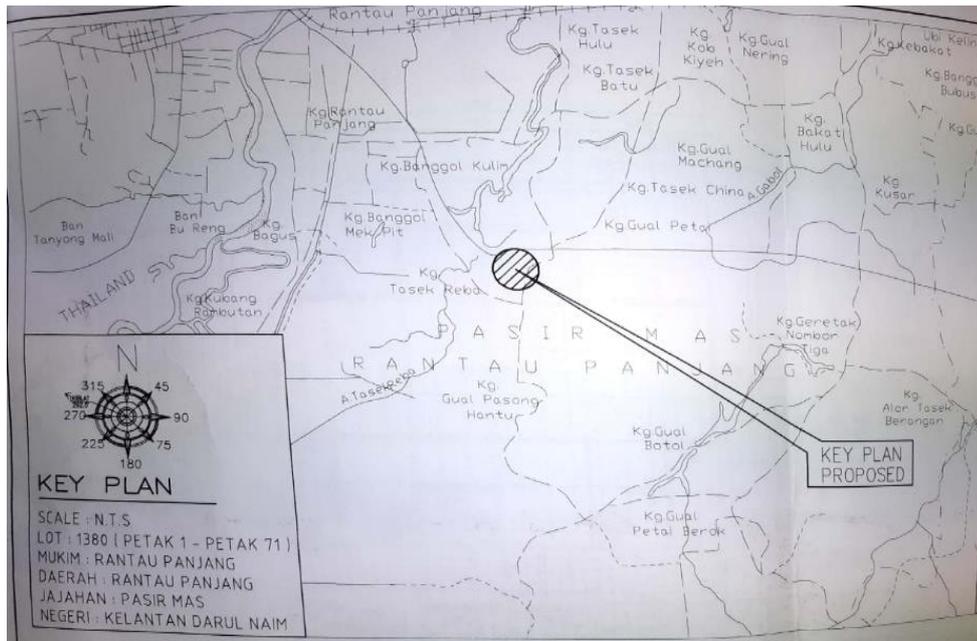


Figure 3.5: Key Plan of PPA1M Rantau Panjang



Figure 3.6: PPA1M located in Rantau Panjang, right next to the Balai Bomba exit of North-South Expressway. . The building surrounding area PA1M Rantau Panjang are Timber Customs (eastward)

3.3 Objectives of Study

There are a few objectives to be obtained in providing this Practical Training Report. The objectives are as following:

1. To identify the specifications of technical reviews
2. To determine the types of approvals
3. To investigate the processes and procedures of building plan approval

3.4 Scope of Study

Public Housing Project 1 Malaysia is a terrace housing development and this project was carried out at Rantau Panjang in Pasir Mas, Kelantan. A total of 71 units comprising one types of residences from 2-storey terrace houses are offered at very reasonable prices. The residence is equipped with basic facilities and is surrounded by various social and economic infrastructure. Also strategic location between Kota Bharu and Rantau Panjang that has a distance of 4 km from the KKTM, 5 km from the Land Office, and 7 km from Pasir Mas Hospital. For this study, it will focus more on the procedure of building plan approval for this project which are the specification of technical reviews, the types of approvals and the processes and procedures of development approval.

3.5 Method of Study

There are some data collection methods used to achieve the objectives of this report such as:

1. Observation

This method is done directly starts when the client sends an application for building plan approval at the PBT counter. Observation was made to study on the procedure of building plan approval within two months period. Through observing, the provision technical reviews, the types of approvals and the processes and procedures of approval clearly could be figured out. Supported pictures of documents and videos were

taken along the observation process. Written notes also important during the observation to ensure any crucial details will not be missed.

2. Interviews

The interview is another way to get a lot of information. Unstructured interviewing occurs when questions can be asked directly, and answers can be obtained on the spot. Research was conducted by interviewing people experienced in the construction industry such as Encik Mohammad Fadhli Bin Yusoff, Puan Roshaidah Binti Yaacob, and Encik Azmi on site during the educational site visit also at the office. The more people interviewed the more information can be obtained because each has different expertise and experience. As a result, it will be beneficial to gain a better understanding.

3. Document reviews

This method involves the collection of data from existing records that can be obtained from the company such as building plan, supported document from other agencies, company profile, monthly progress report and pictures taken when doing the final inspection. The majority of the relevant and vital data about the organisation or project can be obtained and used to meet the report's objectives.

CHAPTER 4

PROCESS OF PROCEDURES OF DEVELOPMENT APPROVAL FOR PUBLIC HOUSING PROJECT 1 MALAYSIA

4.1 To identify the specifications of technical reviews

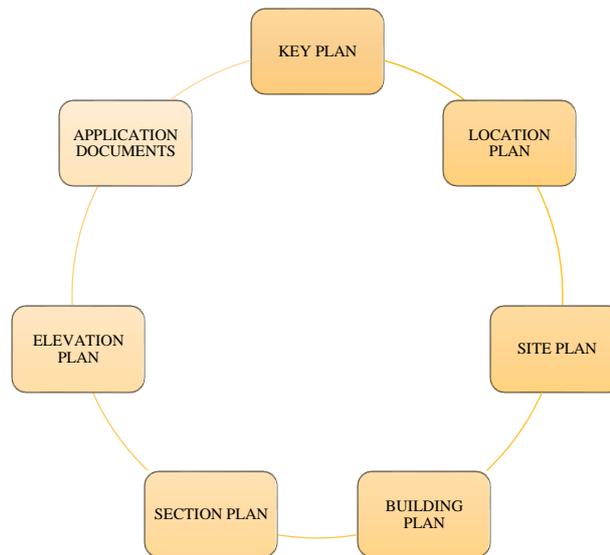


Figure 4.1: Specifications of Technical Review

Technical review is the compliance review process that involves with the review, evaluation, and verification. Before building erection, work is started, building plan approval is obtained to ensure that the building follows the standards and guidelines set based on the standard building by-laws 1986. To obtain building plan approval, the department or technical unit that makes a compliance review on the application to issue a technical review as input to the processing department completes the certificate. The aspects that need to be taken in the technical review for this case study are as in the figure above.

I. Application Documents

To begin, the application document must be complete in order to issue a review report or building plan review. The documentation that the PSP is required to supply throughout the construction process are crucial to the project's success.

Among the examples of public housing application documents are the architect's cover letter, form A from the Pasir Mas District Council, form 2/1982, title deed, land grant and the landowner's declaration letter. Incomplete documentation can cause various things cannot be referred to properly and PSP must make references to other parties and so on. This situation reduces and weakens the quality of services provided by PSP.

Therefore, the PSP needs to refer for complete and perfect documents so as not to the occurrence of undesirable things such as misuse, non-compliance with conditions and so on.

II. Key Plan

The key plan which provides guidance on the position of the land and the proposed construction site, districts, directions, roads, rivers, nearest towns, highways, roads entrance, grassy area, and the ground level with appropriate scale. However, the key plan for this project complies with all the required requirements such as having the wind direction, the name of the main road and construction site location coloured in red.

III. Location Plan

Location Plan indicate the position of the project site within a residential park or nearby residential area. It's similar to the main plan, but it focuses more on the planned site area's location. The location plan shows the names of the main roads that must be travelled to reach the destination. Standard symbols, such as bridges and rivers, North direction and others shall be indicated.

The location plan of this public housing project shows the direction of wind points, drains, landmarks, standard shift numbers and even waterways are coloured. But the lot route permission letter was not specified. The location plan is shown in a scale of 1: 6000.

IV. Site Plan

The site plan shows the land lot plan where the house is to be built, it also shows the other lots that are around the lot. This site plan also shows the site of the house (ground floor plan), sanitary system, manhole, piping, septic tank, drain, distance limit between house, existing street lines, and earthwork requested by the council. In addition, the site plan must follow the prescribed displacement that is, for forward displacement of at least 40 feet from the road, while for rear, left and right displacement at least 10 feet.

V. Building Plan

Building plan is a plan that shows the space and size in a house designed by an architect. This plan consists of floor plan that shows the dimensions of the entire building as well as the grid layout for construction reference. The plan is equipped with furniture layout, measurements for buildings, rooms, doors and floors, wall thickness, day light, air wells, ventilation, and natural lighting and floor area is also specified.

VI. Section Plan

Section plan shows a section of a building built to show the interior space of a building being built. Commonly used section labels are X-X section, Y-Y section, A-A section, B-B section and so on. The sectional drawing aims to show the position and name of the space, ground level, specifications for the construction of the roof, foundation, ceiling, walls, floor, and slope of the roof as well as the building materials used.

VII. Elevation Plan

Elevation plan is to show a whole how the building will look. It just gives a glimpse of the outside of the building. It can be considered as a two-dimensional drawing because the object drawn will give two dimensions of measurement, namely the width and height, or the length and height of an object. To draw the

view of a building, the orthographic projection method is used, a direction of view of the building seen on the floor plan will be projected onto a surface or flat that is at right angles to the building. There are 3 types of views, namely Front View (Front Elevation), Rear View (Rear Elevation) and Side View (Side Elevation).

In conclusion, technical department at MDPM is responsible for checking the building plan submitted by the client from all specifications whether it complies with the conditions or not and technical review will be issued.



Majlis Daerah Pasir Mas
Unit Perancangan Dan Pembangunan Korporat
17000 Pasir Mas

LAPORAN SEMAKAN/ULASAN PELAN BANGUNAN
NO.FAIL MDPM D 582/04/431/..168.../...2076

1. DOKUMEN PERMOHONAN

1. Cover letter arkitek/pelukis pelan/jurutera : ada/tiada dan lengkap/tidak lengkap
2. Borang A MDPM : ada/tiada dan lengkap/tidak lengkap
3. Borang 2/1982 : ada/tiada dan lengkap/tidak lengkap
4. Cabutan hakmilik setiap lot (6 bulan terakhir) : ada/tiada
5. Q.T/Pelan CP/Geran tanah/ : ada/tiada
6. Surat akuan tuan punya tanah: ada/tiada *na*

2. PELAN KUNCI (KEY PLAN)

Dengan sekil yang sesuai

- a) Arah mata angin pada sudut yang mudah dilihat : ada/tiada
- b) Nama-nama jalan utama : ada/tiada
- c) Lokasi tapak bina-diwarnakan merah serta nyatakan lot terbabit : warna/tidak warna

3. PELAN LOKASI (LOCATION PLAN)

Sekil tidak kurang dari 2 @ 4 rantai seinci atau 1:6000

- a) Arah mata angin ada/tiada
- b) Surat kebenaran laluan bagi lot..... ada/tiada
- c) Longkang-longkang sediaada atau longkang-longkang cadangan dikawasan sekitar nyata/tidak nyata
- d) Tanda penunjuk (landmarks) seperti No.tiang TNB & TELEKOM, bangunan-bangunan sediaada arau lain-lain yang mudah dikenali ada/tiada
- e) Nombor syit pawai ada/tiada
- f) Sungai/ alor / laluan air semulajadi-diwarnakan biru warna/tidak warna

Figure 4.2: Technical Review

4. PELAN TAPAK (SITE PLAN)

Sekil tidak kurang dari :-

- 1 rantai =seinci @ 1:1000 – bagi projek
½ rantai =seinci
1 rantai =33'- 00" @ 1:5000 – bagi bukan projek
- a) Mata angin, No syit piawai, No lot & Seksyen, Mukim dan Daerah ~~ada/tiada~~
 - b) No. lot-lot jiran dan bangunan-bangunan sediada di atas lot jiran serta nombornya dan semua bangunan-bangunan sediada diatas lot cadangan berkenaan (jika terdapat bangunan berdekatan memadai dilukis bentuk kasar bangunan tersebut sahaja) ~~ada/tiada~~
 - c) Garisan jalan sediada (existing street lines), jalan cadangan (proposed widening) dan garisan bangunan : ~~ada/tiada~~
 - d) Anjakan bangunan dari sempadan lot, simpanan jalan /cadangan jalan dan bangunan-bangunan sediada serta keseluruhan bangunan : cukup syarat/~~tidak~~
 - e) Bearing dan ukuran lot ; ~~dinyata/tidak~~
 - f) Garisan perlongkangan lengkap untuk air permukaan termaksud nisbah kecerunan dan tempat dihabiskan-diwarnakan biru pada garisan tersebut : ~~dinyata/tidak~~
 - g) Laluan air semulajadi (lukis alor /longkang JPS sediada)-diwarnakan biru. di warna/~~tidak~~
 - h) Aras asal tanah dan aras cadangan (earthwork/filing) : nyata/~~tidak~~
 - i) Tentukan kedudukan longkang , jalan, pagar, dan bangunan sediada serta jenis-jenis binaannya yang terlibat diatas lot cadangan dan lot-lot jiran yang bersempadan dengan lot cadangan : ~~dinyata/tidak~~
 - j) Garisan paip najis/luring periksa/tangki najis dan nisbah kecerunan paip. Sila nomborkan dan pastikan tangki najis ditempatkan di hadapan bangunan dan bermuka dengan laluan masuk : ~~dinyata/tidak~~

5. PELAN BANGUNAN

Sekil tidak kurang dari:
1 inci =8'- 00" @ 1:100
1/8 inci =1'- 00"

- a) Pelan lantai bagi tiap-tiap tingkat [jika tingkat atas atau unit sebelah berbentuk serupa pelan lantai boleh diulangi (repeat) : ~~ada/tiada~~
- b) Ukuran berangka : Panjang dan Lebar:
(Bangunan bilik-bilik, pintu dan tingkat, tebal dinding, day light, telaga udara (air well), ruang terbuka, verandah dan ruang belakang) ~~dinyata/tidak~~

Figure 4.3: Technical Review

- c) Mengadakan sekurang-kurangnya 5% pengudaraan semulajadi (fixed ventilation) bagi tiap-tiap ruang bilik : ~~cukup~~ / tidak
- d) Mengadakan sekurang-kurangnya 10% pengcahayaan asli bagi tiap-tiap ruang bilik : ~~cukup~~ / tidak
- e) Jadual (schedule) untuk pintu, tingkap, dan lubang angin (vents): ~~ada~~ / tiada
- f) 'GULLY TRAP' untuk semua singki dan paip air buang ke lurah periksa (main hole) : ~~ada~~ / tidak ada
- g) Garisan longkang-longkang kekal dan tunjukkan arah aliran serta sebutkan nisbah kecerunan letak bina longkang : ~~dinyata~~ / tidak
- h) keluasan lantai:
 1. Tiap-tiap tingkat : ~~dinyata~~ / tidak
 2. Jumlah keluasan (keseluruhan) : ~~dinyata~~ / tidak
- i) Pelan bumbung : ~~ada~~ / tiada

6. PELAN KERATAN (SECTION)

- a) Kerataan melintang, membujur dan lain-lain keratan yang perlu untuk menerangkan cara-cara pembinaan (seperti tangga, bilik air dan sebagainya) : ~~ada~~ / tiada
- b) Ukuran tinggi bagi tiap-tiap lapis (tingkat, tangga, pintu, tingkap, lubang-lubang udara dan sebagainya) : ~~dinyata~~ / tidak
- c) Ukuran jarak bilik, unjuran (extreme projection) dan ukuran keseluruhan : ~~dinyata~~ / tidak
- d) Nama-nama bilik/ruang : ~~dinyata~~ / tidak
- e) Aras tanah sedia ada, aras tanah cadangan (jika tanah itu hendak dipotong atau ditinggikan) : ~~dinyata~~ / tidak
- f) Aras jalan, longkang tepi jalan dan kakilima serta bangunan dan dinding sekatan sedia ada : ~~dinyata~~ / tidak
- g) Ukuran lebar dan kedalaman minimum landas (foundation) tebal dinding dan dinding sekatan : ~~dinyata~~ / tidak
- h) Ukuran dan kedudukan perkakas-perkakas bumbung dan kecerunannya, penyambung beam-beam kayu dan lain-lain : ~~dinyata~~ / tidak
- i) Jenis bahan yang digunakan untuk pembinaan : ~~dinyata~~ / tidak
- j) Dinding pemisah/pendua (party wall) hendaklah dibina terus sehingga sekurang-kurangnya 9" melebihi paras bumbung dengan 'solid wall' : ~~dinyata~~ / tidak

7. PELAN PANDANGAN (ELEVATIONS)

- a) Pandangan depan, belakang, kiri dan kanan serta menunjukkan kod-kod tingkat, pintu dan lubang angin pada tiap-tiap pandangan : ~~dinyata~~ / tidak

Figure 4.4: Technical Review

- b) Tunjukkan Paras kakilima, verandah dan jalan/longkang di bangunan sebelah dan juga paras bagi perkara-perkara yang sama untuk bangunan yang dicadangkan (untuk bangunan yang bersambung dengan bangunan sediaada sahaja) : ditunjuk/~~tidak~~
- c) Tunjukkan sebahagian pandangan rumah-rumah sediaada di sebelah dan tandakan paras lantai, tinggi tingkat, main canopy (kemuncak), parapets dan tinggi verandah: ditunjuk/~~tidak~~

8. PELAN-PELAN LAIN

- a) Diagram rangkaian pemasangan alat-alat letrik: ~~ada/tiada~~
- b) Diagram rangkaian pemasangan paip-paip bekalan air: ~~ada/tiada~~
- c) Diagram rangkaian pemasangan paip-paip sanitary dan alat-alat sanitary : ~~ada/tiada~~
- d) ~~Tangki septic/imhoff/oksidaan atau lain-lain: ~~ada/tiada~~~~
- e) Tempat buang sampah (jika berkaitan) : ~~ada/tiada~~

ULASAN PENJURUTERA BANGUNAN

- pelan dgn amat baik & memuaskan

Tarikh : *19/7/16*

Rafiq
 Pen. Jurutera Bangunan
 Unit Perancangan &
 Pembangunan Korporat MDPM

PENGESYORAN PEN. PEG. PERANCANG BANDAR & DESA

Saya telah menyemak ulasan di atas dan permohonan ini boleh dipertimbangkan / ~~tidak~~ / bersyarat

Tidak halangan dan mematuhi keputusan perancangan

Tarikh : *20/7/16*

[Signature]
 Pen. peg. Perancang Bandar & Desa
 Ketua Unit Perancangan &
 Pembangunan Korporat MDPM

Figure 4.5: Technical Review



BORANG BAYARAN

NO.FAIL : 431/165/2016

MAJLIS DAERAH PASIR MAS

BORANG BAYARAN PROSESAN KELULUSAN PELAN (SEBAGAIMANA KEHENDAK UBBL 1984)

NAMA PEMOHON : NIK AMINUDDIN HABIL

JENIS PEMBIAYAAN :

CAD : RUMAH KEDIAMAN TERES

UNIT RUMAH: 71 UNIT

TINGKAT: 2 TKT

LOT-LOT/PT: 1380

MUKIM: RANTAU PANJANG

DAERAH: RANTAU PANJANG

BIL	JENIS	LUAS LANTAI (METER PESEGI)	KADAR 9M PERSEGI	TERTAKLUK KPD MIN (RM)	JUMLAH BAYARAN (RM)
1	TINGKAT BAWAH	67.35476918	7.00	70.00	70.00
2	TINGKAT MEZANINE		7.00	70.00	-
3	TINGKAT PERTAMA	58.714	6.00	60.00	60.00
4	TINGKAT KEDUA		5.00	50.00	-
5	TINGKAT KETIGA		4.00	40.00	-
6	TINGKAT KENAN & KEATAS		3.00	30.00	-
7	TIBANAH TERTUTUP		1.50	15.00	-
8	TIBANAH TERTUTUP			5.00	-
			JUMLAH	RM	130.00
	JUMLAH UNIT BANGUNAN :			RM	150.00
9	BANGUNAN PERTAMA (BAYARAN PENUH)+(13)+(15)			RM	150.00
*SETELAH TOLAK DAFTAR FAIL & PAPAN TANDA RM 70.00 P/UNIT					
UNTUK UNIT SETERUSNYA. RM: 130.00					
10	BANGUNAN KEDUA HINGGA KELIMA	4	468.00	X 90% RM	468.00
11	BANGUNAN KEENAM KE ATAS	66	7,293.00	X 85% RM	7,293.00
		*	JUMLAH	RM	7,911.00
12	DAFTAR FAIL	0	50.00		-
13	SEPTIC TANK / FILTER BAD		20.00		-
14	SJIL ELEKTRIK & AIR		40.00		-
15	PAPAN TANDA	1	20.00		20.00
			JUMLAH	RM	20.00
FEE ALAT-ALAT SINATARI					
		BIL UNIT			
16	SINK	71	5.00	P/UNIT	355.00
17	BASIN	248	5.00	P/UNIT	1,240.00
18	WC/SWC	248	5.00	P/UNIT	1,240.00
19	TAP SHW	248	5.00	P/UNIT	1,240.00
20	UNRINAL		5.00	P/UNIT	-
21	LONG BATH		5.00	P/UNIT	-
		*	JUMLAH	RM	4,075.00
22	PAGAR	71	24.00		1,704.00
CAJ PEMBANGUNAN					
23	RUMAH KEDIAMAN/TERES		500.00	P/UNIT	-
24	RUMAH KEDAI/PEJABAT		800.00	P/UNIT	-
		*	JUMLAH		1,704.00
JUMLAH BAYARAN PROSES PELAN BANGUNAN					RM 13,690.00
JUMLAH BAYARAN PROSES KM BANGUNAN					FEE KM RM

Table 4.1 Plan Approval Processing Fee Form

4.2 To determine the status of approvals

The OSC meeting will feature a presentation of all proposals submitted. The meeting's goal is to debate and make a decision on each application that has been filed. The meeting will convene twice where the decision of the One Stop Centre for the first time is whether to pass with amendment, pass in full or reject. The second time committee's decision is either full pass or reject. There are three categories of approvals:

I. Full pass

The term 'full pass' refers to a result that has been validated by the PBT. Full pass approval has allowed the construction work to start because it has complied with the conditions, then the official approval must be submitted within 7 days from the date of the decision of the OSC Committee Meeting.

I. Pass with amendments

The term 'decision pass with amendment' refers to a decision that is not a full approval or final decision that certified by the PBT also does not allow construction work to be started and carried out on the development site. The decision of pass with amendment means that an application must comply with all the rules of the OSC committee that require the amendment to be implemented on the plan, before it can be given as a full pass decision through a second meeting.

II. Reject

The term 'reject' refers to an application that does not make any amendments after being given the decision to pass the amendment plan after being given a reminder letter from the local government in the first meeting. The application was rejected due to not meet the standards and specification that required by UKBS 1986. For example, in terms of room size, poor ventilation, owner's objection if there are 2 owners and also due to incomplete documentation.



مجلس دائرة قاسير مس

MAJLIS DAERAH PASIR MAS
PASIR MAS DISTRICT COUNCIL

Kompleks Apam Putra, Bandar Baru Pasir Mas,
Lubok Jong, 17070 Pasir Mas, Kelantan
Telefon: 09-7916777, 09-7916666 Caw. Rantau Panjang : 09-7950166
Fax : 09-7916999
E-mel : mdpmas@kelantan.gov.my

Ruj. Kami : MDPM D582/04/431/168/2016 (1/2)
: MDPM D582/04/647-1/165/2016 (1/3)
Tarikh : (M) 18 Ogos 2016
(H) 15 Zulkaedah 1437

Ke majlis,

Nik Aminuddin Habil Bin Nek Mat Din
Sensatimur Sdn.Bhd,
Tingkat 3, Bazar Tengku Anis,
Jalan Tengku Puteri, Seksyen 7,
15300 Kota Bharu,
Kelantan

Tuan/Puan,

**CADANGAN MEMBINA DAN MENYIAPKAN 71 UNIT RUMAH TERES 2 TINGKAT
DIATAS LOT 1380, MUKIM RANTAU PANJANG, DAERAH RANTAU PANJANG,
JAJAHAN PASIR MAS.**

Adalah saya dengan hormatnya di arah merujuk kepada perkara di atas,

2. Sukacitanya dimaklumkan bahawa pihak tuan masih belum lagi membuat/ menjelaskan bayaran caj pembangunan pelan bangunan sebanyak RM 35,500.00 kepada pihak Majlis. Dengan ini pihak tuan dikehendaki menjelaskan bayaran tersebut dengan kadar segera.

3. Di atas kerjasama dan tindakan segera daripada pihak tuan diucapkan berbilang terima kasih.

Sekian.

"SYARIAT ALLAH MEMBIMBING RAJA DAN RAKYAT SEPANJANG ZAMAN"
"SEMOGA ALLAH MELINDUNGI TUANKU DUNIA DAN AKHIRAT"

Saya yang menurut perintah,

(SHAHIRAN BIN SHA'ARI)
Setiausaha
b/p Yang Dipertua
Majlis Daerah Pasir Mas.

Figure 4.6: Notification Letter

4.3 The processes and procedures of building plan approval



Table 4.2: The Process of Building Plan Approval

1) Collection Of Technical Information

The procedure is to obtain information and advisory services related to data and general technical requirements from each agency or internal and external technical department involved in providing technical reviews in the application of development plans. The collection of information is not a mandatory procedure but it is an optional procedure to the applicant.

People submit an application or make a visit to the relevant agencies for information collection. All agencies involved must record the date of receipt of information application or receive visit from the applicant and are responsible for providing advice and supplying information (within a reasonable period) from the date of application or visit received from the applicant. Formal applications will be sent to the OSC counter.

The data and technical requirements are intended to assist the applicant in designing the plan and preparing documents in accordance with the document checklist before submitting the formal application to the local authority (PBT). Every data and technical requirements available in each agency can be obtained

from publicly published documents or limited documents with cost implications. If an appointment or walk-in with an agency official is required, the applicant need to follow the agency's or internal and external technical departments' rules and procedures for the implementation of information gathering procedures.

2) The consideration of development plan

Development plan consideration is to process and consider all development plan applications received by One Stop Centre (OSC). The responsibility of the PBT building department is to confirm the receipt of the application online and the receipt of 2 copies of the document file from the OSC. Then register the application in the department's records according to the application rules.

Next, prepare a certificate paper where to check the documents online and check copies of documents to identify the profile of the development proposal and then make a site visit if necessary. Check the documents and proposal plans in detail in order to provide technical reviews. Within 14 days of receiving the application, prepare a formal written technical review. Following that, there will be a meeting of the One Stop Center committee (OSC). During the meeting, the application will be presented and provide feedback and justification based on the technical reviews that have been issued. Next, the building department will receive a decision notification letter from the OSC. Then, the formal and final decision was mad whether to pass in full or pass with amendments. Finally, if the application passes with amendments, then the preparation of a certificate paper for consideration OSC in second time on technical compliance.

3) Notification to start the construction

The main objective of the notification procedure is to provide formal notification to be recorded by the local government and the agency/technical department before the work on the construction site is started. The notification is divided into two namely notification to start earthworks (form b) and notification of building work (form b).

The responsibility of the PBT building department is to receive the cover letter and record of notification of the start of construction work as well as documents from the OSC such as form B (start or continue the building work) and form B (start earthwork). In addition, receive and record the detailed structure plan of the building, structural calculations and other relevant documents from the PSP/SP before construction work begins. Finally, ensure that the notification to start the construction work and the submission of the PSP/SP structure plan has been completed before the construction work is carried out.

4) Construction site monitoring and notification of interim inspections.

The PBT building department is responsible for monitoring the construction site until it receives the interim inspection notification from the PSP/SP. Then receive and record the sub-structure completion notification form as well as forms G1, G2 and G3 from PSP/SP and conduct site inspection. Next, a notice of non-compliance with construction site monitoring is issued (if any) that based on the approved plan, namely Planning Permission Approval, Building Plan Approval and Temporary Permit Approval. Issue a non-compliance notice to the applicant or PSP/SP for correction of non-compliance and submit a copy of the non-compliance notice to OSC for record. Finally, ensure that the applicant/psp/sp implements corrections to the non-compliance notice and makes a confirmation and issues a compliance letter to the applicant/psp/sp and a copy to the OSC.

5) Final inspection notification i & ii

The objective of the final inspection is to obtain clearance/ qualification/ confirmation documents from the agency/ technical department according to the scope of work that has been determined before the form G can be certified by the applicant/ psp/ sp. The final inspection is carried out when all the physical work and final finishing has been completed for all the work specified in form G especially the scope of work for the agency/ technical department that will issue the clearance/ qualification/ confirmation.

The final inspection is conducted in 2 stage where the final inspection 1 involves agencies such as, scope of work of the Pihak Berkuasa Air Negeri (PBAN), Tenaga Nasional Berhad (TNB), PBT Engineering Department and Jabatan Kera Raya(JKR) while inspection 2 involves agencies such as the scope of work of the Malaysian fire and Rescue Department (JBPM), Sewerage Certification Agency (IWK/MAJAARI) and The Occupational Safety And Health Department (JKKP).

PSP or SP ensures that all corrective actions directed by local authorities and technical agencies /departments have been implemented before submitting the final inspection notification. They also submits the final inspection notification directly to the relevant agency or technical department and submits a copy to the PBT Building Department and OSC Department. Finally, local authorities and technical agencies or departments are not allowed to impose any new technical and non - technical conditions and requirements on the PSP/SP.

6) Deposit for CCC

The objective deposit is to submit a copy of the CCC that has been certified by the PSP/SP to the Local Authority and the Professional Board for record. In addition, the PSP/SP is responsible for ensuring that all forms G1 to G21 have obtained a letter or certificate of release or qualification or confirmation from the relevant agency/technical department before making a certificate for the issuance of CCC. Finally, PSP/SP that has certified the production of CCC should prioritize the deposit of a copy to the local authority (PBT) and the Professional Board first as required by paragraph 25 (3) of the Uniform Building By-Laws 1984 before submitting a copy of the CCC to the applicant or owner. The PBT confirms the receipt and records the date of receipt of the CCC deposit along with the documents from the OSC.

CHAPTER 5

CONCLUSION AND RECOMMENDATION

RECOMMENDATION

My goals for practical in Department of Building Department at Pasir Mas District Council (MDPM) is to learn and know how to produce building plan including other section in MDPM such as full past, past with amendments or reject. Next, I get to experience myself on how to register a new file application or “Permohonan Merancang (PM)“, went to field for survey work and so on. Then, I also get to know the workers who have been working there for a long time and they were so nice to teach us what is the most occurred mistake when I am doing the job at each procedure. So as a conclusion, i can conclude that in order to learn how to follow guidelines submitted plan, it takes time and problems do happen sometimes and each work in each section must be made in no rush and detailed.

My comment about Pasir Mas District Council is it helping students a lots of good things such as the information about role of MDPM. Practical training industry has provided the knowledge and experience which is valuable to us. And then actually had a lot of knowledge which is very important to us as a student. This industrial training is an important point because it can train the skills learned by the students in their learning at the university where it can be applied effectively. Industrial training is also a branch to build confidence and self-students for the real world of work ahead in the future.

CONCLUSION

Based on the research, it can be concluded that the public housing project 1 Malaysia regarding local authority's building plan approval procedure, implemented building guidelines. This is a good indicator that shows majority of the project housing are aware of the standard procedure, building laws and illegal building that would later help in reducing chances of occurrence of illegal building.

Each construction requires approval from the local authority with legal procedures and rules that have been set by law. Overall, the building plan approval process has 6 stages that must be followed by the applicant. Where the building plan submitted either complies with the requirements and specifications of the technical review. For instance, check the specifications of the key plan, site plan, floor plan and the elevation plan both in terms of requirements and dimensions. In addition, there are 3 types of approvals for applications that have been considered in the meeting, namely full pass, pass with the amendment plan and reject. All aspects of development should be based on current legal provisions. It is important to make sure of all the working processes and procedures of any enforcement action are based on a valid source of authority.

In conclusion, industry training is indeed a very good program that can produce potential for students to better quality in the building surveying field. During the course of training, I have felt how the real atmosphere of the work environment, as well as good relations, helped and collaborate throughout the course I underwent industrial training. This industrial training has been my starting point for stand out as a building surveyor.

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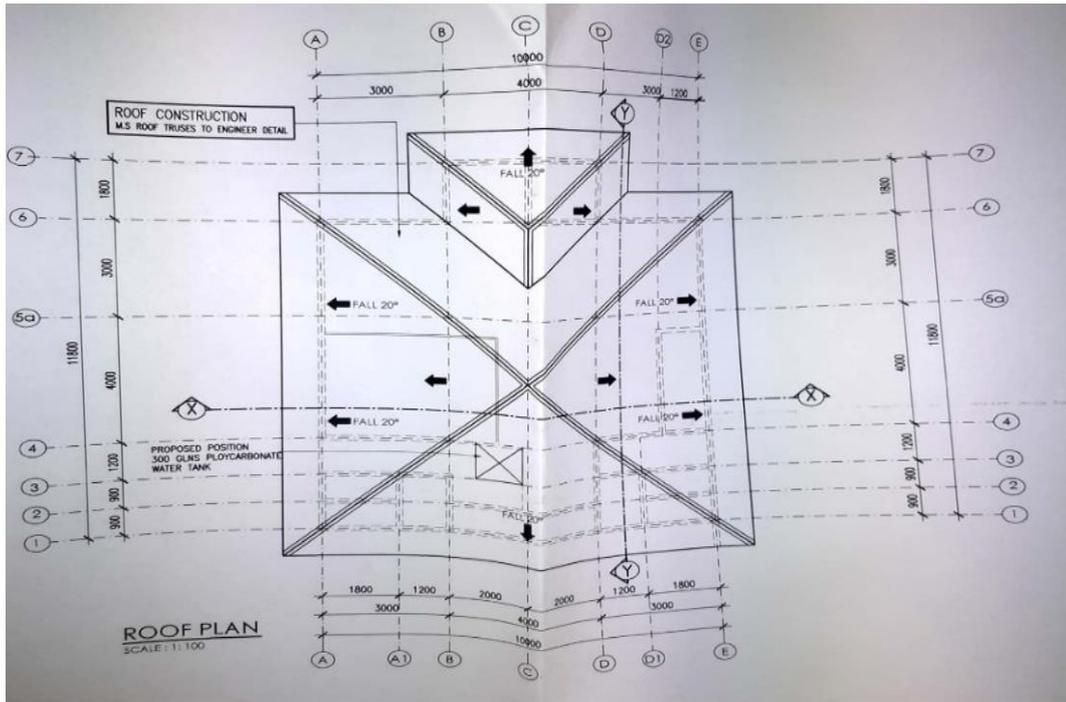
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DOOR AND WINDOW SCHEDULE

SCALE : 1 : 100

TYPE	(SD)	(D1)	(D2)
ELEVATIONS			
DESCRIPTION	ALUMINIUM FRAME NATURAL WOOD SLIDING DOOR	METAL FRAME SINGLE TIMBER PLYWOOD DOOR	METAL FRAME SINGLE LEAF P.V.C. DOOR

TYPE	(W1)	(TH)	(TH2)
ELEVATIONS			
DESCRIPTION	ALUMINIUM FRAME NATURAL WOOD SLIDING WINDOW	ALUMINIUM FRAME NATURAL WOOD TOP HAND WINDOW	

