

LEMBAGA ARKITEK MALAYSIA

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GENERAL CIRCULAR NO. 5/1986 (SUPERSEDING GENERAL CIRCULAR NO. 1/1984)

REGISTRATION OF BUILDING DRAUGHTSMEN AND THEIR AREAS OF OPERATION

1. Applications for registration as registered Building Draughtsmen under Section 22 of the Architects Act 1967 (Revised 1973).
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A person is registrable as a building draughtsman with the Board of Architects Malaysia if he satisfies either one of the following sets of requirements :-

- 1.1 Applicants with formal technical education.

Requirements for applicants who fall under this category are as follows :-

- 1.1.1 Sijil Pelajaran Malaysia or Malaysia Certificate of Education or its equivalent, and
- 1.1.2 Any one of the following qualifications :-
 - 1.1.2.1 Diploma in Architecture, University Technology Malaysia, Kuala Lumpur.
 - 1.1.2.2 Diploma in Architecture, Mara Institute of Technology, Shah Alam, Selangor.
 - 1.1.2.3 Any other qualifications acceptable by the Board as being equivalent to the :-
 - Second Government Technical Examination (Building) for Technical Asistants.
 - Grade III Examination, FMSA and
 - Intermediate RIBA.

(NOTE : Qualifications obtained from a School of Architecture should show a successful completion of a fulltime architectural course leading to the award of a sub-professional diploma).

- 1.1.3 Having obtained **NOT LESS** than a minimum of seven (7) years working experience on full time basis as a building draughtsman under the training and employment of an Architect or a registered Building Draughtsman.

(NOTE : Testimonials produced should be certified as true copies by an Architect or a Building Draughtsman registered with the Board and should cover working drawings, detailed drawings, specifications, tender procedures, contract management, knowledge of building by-laws, site supervision etc.)

1.1.4 To appear for an interview if the Board so wish to confirm an applicant's knowledge in the field of architecture.

1.2 Applicants without formal technical education

Requirements for applicants who fall under this category are as follows :-

1.2.1 Sijil Pelajaran Malaysia or Malaysia Certificate of Education or its equivalent.

1.2.2 Having obtained **NOT LESS** than a minimum of an aggregate of fifteen (15) years of relevant working experience on a full time basis as a building draughtsman under the training and employment of an Architect or a registered Building Draughtsman.

1.2.3 To appear for an interview if the Board so wish to confirm an applicant's knowledge in the field of architecture.

(NOTE : Testimonials produced should be certified as true copies by an Architect or a Building Draughtsman registered with the Board and should cover working drawings, detailed drawings, specifications, tender procedures, contract management, knowledge of building by-laws, site supervision etc.)

1.3 Restrictions on Registered Building Draughtsmen under Section 24(1)

A Building Draughtsman registered with the Board is required to observe the restrictions as imposed by Section 24(1) of the Architects Act 1967 which read as follows :-

" 24 (1) Upon the registration of a Building Draughtsman the following restrictions shall apply -

(a) he may submit plans only to, and within the limits of the Building Authority for which area his application for registration has been approved; and

(b) he shall be entitled to submit plans of buildings only in accordance with the restrictions specified in sub-section (5) as may be imposed by the Board.

(5) The restrictions referred to in subsection (1) (b) shall be in one of the following forms, that is to say :

- (i) he shall be entitled only to submit plans of buildings not exceeding two-storeys in height and not involving reinforced concrete or structural steel framework except lintols not exceeding 8 feet in span providing that the total built-up floor area does not exceed 3,000 square feet in any one project submitted for approval; or
- (ii) he shall be entitled to submit plans of buildings not exceeding one-storey in height and not involving reinforced concrete or structural steel framework except lintols not exceeding 8 feet in span providing that the total built-up area does not exceed 1,000 square feet in any one project submitted for approval“.

1.4 Areas where no new applications will be considered

The areas where are no new applications will be considered are as listed in Appendix 'A'

2. Limitation of Areas

A registered Building Draughtsman may apply to submit plans only to, and within the limits of the Building Authority/Authorities for which areas his application for registration has been approved. He may, however, apply for an increase in the areas of operation for the Board's consideration but in no case will the number of areas exceed eight Building Authorities at any one time.

Registered Building Draughtsmen who at the coming into of effect of this Circular have already been registered for more than eight areas will not be affected. They shall continue to enjoy their "existing rights".

3. Application for Extension of Areas.

All applications for extension or addition of Building Authority areas Under Sertion 24(2) of the Architects Act 1967 may be submitted to the Board fo consideration. The Board will directly undertake to obtain the views of the local Building Authority concerned. The Board, however, reserves the right whether or not to approve such applications.

4. Change of Areas

In the case of an applicant having the maximum (eight) areas of operation and who wishes to apply for a change in the areas of operation, the application shall be considered in the same manner as stated in paragraphs 2 and 3 above. He would have to surrender any one of his existing areas in EXCHANGE for the new area he is applying for. However, a new area approved under this exchange must be RETAINED by the applicant for a minimum period of 12 months from the date of approval.

5. Fees for Approved Areas of Operation

A fee of thirty ringgit (RM30.00) shall be payable for each application for an extension or change of areas of operation and is chargeable with **effect from 21 August, 1986.**

6. Partnership with other persons

A registered Building Draughtsman in private practice shall not, without the concurrence of the Board, enter into professional partnership with any person other than another registered Building Draughtsman in private practice.

7. Management of Branch Offices

Branch offices of registered Building Draughtsmen shall be under the continuous control of another registered Building Draughtsman.

8. Applications for registration from building draughtsmen who are employed in architectural firms or in the service of Government or statutory body

Applications from such persons will only be considered if the applicants intend to start his own practice within a period of one year from the date of submission of his application. All such applications must be accompanied by their respective employers' recommendations and confirmation.

9. Cancellation of General Circular No. 1/1984

This Circular replaces the Board's General Circular No. 1/1984 which is hereby cancelled.

By order of the Board,

A handwritten signature in black ink, appearing to read 'Hasan bin Mohamed', written over a horizontal line.

(HASAN bin MOHAMED)
Registrar,
Board of Architects Malaysia.

Kuala Lumpur, 1 October, 1986.

Revised, 23 September 1989.

DISTRIBUTION : All Board members
All registered Building Draughtsmen

LOCAL AUTHORITIES

Appendix 'A'

1. Dewan Bandaran Kuala Lumpur
2. Majlis Bandaraya Ipoh
3. Majlis Perbandaran Pulau Pinang
4. Majlis Perbandaran Johor Bahru
5. Majlis Perbandaran Petaling Jaya
6. Majlis Perbandaran Seremban
7. Majlis Perbandaran Kota Setar
8. Majlis Perbandaran Kota Bahru
9. Majlis Perbandaran Melaka
10. Majlis Perbandaran Kuantan
11. Majlis Perbandaran Taiping
12. Majlis Perbandaran Kangar
13. Majlis Perbandaran Seberang Perai
14. Majlis Perbandaran Kelang
15. Majlis Perbandaran Shah Alam
16. Majlis Perbandaran Kuala Terengganu
17. Majlis Perbandaran Sibul
18. Majlis Perbandaran Miri
19. Majlis Perbandaran Kota Kinabalu
20. Majlis Perbandaran Sandakan
21. Majlis Perbandaran Tawau
22. Majlis Perbandaran Wilayah Persekutuan Labuan
23. Majlis Bandaraya Kuching Selatan
24. Suruhanjaya Bandaraya Kuching Utara

