

BOARD OF ARCHITECTS MALAYSIA

(P.O.Box 12695, 50786 Kuala Lumpur)

GENERAL CIRCULAR NO. 2/1989

<p style="text-align: center;">NOTIFICATION TO THE BOARD OF A CHANGE IN ADDRESS</p>
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1. All registered Building Draughtsmen are reminded that under Section 23 of the Architects Act 1967, they are required to inform the Board of any change of their business addresses.
2. Several complaints have been received from local authorities and building owners who were having difficulties of contacting certain registered Building Draughtsmen. The Board has on a number of occasions also failed to get in touch with some registered Building Draughtsmen at the addresses given and the Board's letters which were sent have been returned undelivered. The Board is left with no choice under such a situation other than to insert a notice in the local media requesting the registered Building Draughtsmen concerned to contact the Board.
3. The Board views this matter seriously because it has caused administrative problems to the Board and has also incurred unnecessary advertising cost.
4. All registered Building Draughtsmen are hereby reminded to abide by the provision of Section 23 of the Architects Act 1967 by notifying the Board of any change of address.
5. Effective from the date of this Circular, all registered Building Draughtsmen are also required to inform the Board every time they leave their premises at the given address for a duration exceeding three months.
6. All registered Building Draughtsmen are required to comply with the requirements of the Architects Act on the matter and also abide by this directive failing which appropriate disciplinary action will be taken against them.

By Order of the Board,



(HASAN bin MOHAMED)

Registrar

1 August 1989.

Distribution: All registered Building Draughtsmen.
All Board members