



Nota Teknikal Industri (ITN)

PERKARA	PENGEMASKINIAN KEPADA PERMOHONAN PELAN BANGUNAN		
DIKELUARKAN OLEH	KEMAJUAN BANGUNAN		
TARIKH DIKELUARKAN	18 MAC 2026	TARIKH MANSUH	-
NO. PINDAAN	02		

TUJUAN:

Merujuk kepada Nota Teknikal Industri (ITN) rujukan 2025/ITN/05 bertarikh 26 Jun 2025, pihak Autoriti Kawalan Bangunan dan Industri Pembinaan (ABCi) ingin memaklumkan kepada pihak berkepentingan mengenai pengemaskinian permohonan "Permit Pelan Bangunan" kepada "Kebenaran Pelan bagi Kerja-Kerja Bangunan".

Oleh demikian, borang permohonan bagi Kebenaran Pelan bagi Kerja-Kerja Bangunan telah dikemaskinikan dan boleh muat turun dari laman sesawang <http://www.abc.gov.bn> di bawah *tab Info Industri > Borang Permohonan*.

Secara ringkasnya, dokumen-dokumen yang perlu dihadapi bagi permohonan Kebenaran Pelan Bagi Kerja-Kerja Bangunan adalah seperti berikut:-

BAGI PEMBINAAN BARU:-

- i. Borang A – Kebenaran Pelan Bagi Kerja-Kerja Bangunan yang diisikan dengan lengkap
- ii. Salinan *Power of Attorney* (jika Pemaju adalah bukan Pemilik Tanah sahaja)
- iii. Laporan tapak yang disediakan oleh *Qualified Person / Registered Building Draughtsman* (sila rujuk ITN 2023/ITN/03 bertarikh 18 September 2023)
- iv. Surat pengakuan secara bertulis dari Jurutera Profesional mengenai dengan keperluan kerja-kerja tanah / penahan dinding dan yang berkaitan dengan pembaikan cerun tanah terhadap permohonan kemajuan tersebut.
- v. Salinan topographical survey map yang telahpun disahkan oleh Licensed Land Surveyor yang mempunyai pendaftaran yang sah di Jabatan Ukur.
- vi. Pelan lukisan yang lengkap disediakan dan ditandatangani oleh *Qualified Person / Registered Building Draughtsman*
- vii. Salinan Kebenaran Perancangan yang sah
- viii. Bagi bangunan komersial / industri sahaja - Laporan mengenai Penyediaan Keperluan Aksesibiliti serta Borang Senarai Semak

BAGI KERJA-KERJA TAMBAHAN / PENGUBAHSUAIAN BAGI BANGUNAN / RUMAH / UNIT KEDAI:-

- i. Borang A – Kebenaran Pelan Bagi Kerja-Kerja Bangunan yang diisikan dengan lengkap
- ii. Salinan *Power of Attorney* (jika Pemaju bukan Pemilik Tanah sahaja)
- iii. Salinan *Tenancy Agreement* (jika Pemaju bukan Pemilik Bangunan sahaja)
- ix. Laporan tapak yang disediakan oleh *Qualified Person / Registered Building Draughtsman* (sila rujuk ITN 2023/ITN/03 bertarikh 18 September 2023)
- iv. Pelan lukisan yang lengkap disediakan dan ditandatangani oleh *Qualified Person / Registered Building Draughtsman*
- v. Salinan Kebenaran Perancangan yang sah
- vi. Salinan Borang Pengesahan Pembayaran Tuntutan Cukai Bangunan (bagi kawasan-kawasan di bawah kawalan Jabatan Bandaran) (jika berkenaan)

BAGI KERJA-KERJA TANAH:-

- i. Borang A – Kebenaran Pelan Bagi Kerja-Kerja Bangunan yang diisikan dengan lengkap.
- ii. Salinan *Power of Attorney* (jika Pemaju bukan Pemilik Tanah sahaja).
- iii. Salinan Geran tanah.
- iv. Laporan tapak yang disediakan oleh *Qualified Person* – Jurutera Profesional Sivill dan Struktur termasuk (tidak terhad kepada):-
 - o Gambar terkini menunjukkan keadaan tapak semasa termasuk di kawasan keliling 5 – 10 meter dari sempadan tanah yang akan dimajukan.
 - o Gambar Bangunan sedia ada yang berhampiran dan kedudukan perkhidmatan seperti longkang, culvert, jalan raya, tiang lampu, anak sungai dan lain-lain.
 - o Keadaan tapak yang terkini iaitu samada masih hutan semak atau Kawasan lapang, Kawasan berbukit atau rata, Kawasan tanah lembut seperti paya atau tanah keras dan seterusnya memasukkan gambar batu sempadan beserta lokasi.
- v. Pelan lukisan yang disediakan dan ditandatangani oleh *Qualified Person* – Jurutera Profesional Sivill dan Struktur termasuk (tidak terhad kepada):-:-
 - o *Site development plan* termasuk kedudukan cadangan Bangunan baru dan bangunan sedia-ada yang berhampiran, kedudukan pembinaan perlindungan cerun dan juga kedudukan perkhidmatan seperti longkang, culvert, jalan raya, tiang lampu dan lain-lain.
 - o *Cross-sectional detailing* bagi kawasan yang kritikal dari segi kecuraman cerun, *existing ground level* dan *proposed level*, kuantiti *cut and fill*, cadangan saluran longkang dan *outlet* dan lain-lain.
 - o Lukisan lengkap cadangan pembinaan perlindungan cerun termasuk *surface erosion measures* (jika berkenaan).
- vi. Salinan *topographical survey map* (disarankan untuk memasukkan 5 meter minima dari luar sempadan tanah) yang telahpun disahkan oleh *Licensed Land Surveyor* yang mempunyai pendaftaran yang sah di Jabatan Ukur (jika tidak dihadapkan, *Qualified Person* perlu menghadapkan laporan atau penjelasan secara bertulis).
- vii. Pernyataan perancangan dan metodologi kemajuan tanah termasuk *Erosion Control Measures* di dalam bentuk laporan ataupun memadai dinyatakan sebagai nota (*general notes*) di dalam pelan lukisan.
- viii. Jika kerja-kerja tanah melibatkan kawasan luar sempadan, hendaklah menghadapkan surat kebenaran dari pemilik tanah yang berkenaan samada tanah kerajaan (*stateland*) ataupun tanah persendirian.
- ix. Senarai bahan binaan yang akan digunakan seperti penggunaan produk '*geosynthetics*' (jika ada).
- x. *Qualified Person* hendaklah menghadapkan surat pengakuan secara bertulis bahawa mana-mana kerja yang dilaksanakan adalah dalam keadaan selamat secara keseluruhannya (termasuk penjelasan kukuh dan jaminan rekabentuk tanah di luar sempadan adalah di dalam keadaan stabil dan selamat selepas kerja-kerja tanah selesai dilaksanakan).

Sebagai peringatan, sebarang permohonan Permit Memulakan Kerja-Kerja Bangunan hendaklah dihadapkan melalui sistem Onebiz seperti lazimnya. Tempoh Tekad Pemedulian Orang Ramai (TPOR) bagi permohonan ini adalah **14 hari** waktu bekerja.

Oleh yang demikian, pihak ABCi ingin memaklumkan bahawa grace period akan diberikan sehingga **30 April 2026** maka sebarang permohonan Kebenaran Pelan Bagi Kerja-Kerja Bangunan yang dihadapkan oleh pihak *Qualified Person / Registered Building Draughtsman* mulai **01 Mei 2026** akan dianggap sebagai tidak lengkap jika tidak menggunakan borang yang terkini.

Bagi keterangan lanjut, sila hubungi:

Emel: ukk.abcimod.gov.bn
Whatsapp Hotline ABCi: **+673 814 0365**

- TAMAT -



Industry Technical Note (ITN)

TOPIC	UPDATE TO BUILDING PLAN APPLICATIONS		
ISSUED BY	DEVELOPMENT CONTROL		
ISSUE DATE	18 MAC 2026	EXPIRY DATE	-
REVISION NO.	02		

PURPOSE:

With reference to Industry Technical Note (ITN) ref. 2025/ITN/05 dated 26 June 2025, the Authority on Building Control and Construction Industry (ABCi) would like to inform stakeholders the application for "Building Plan Permit" has been updated to "Approval of Plans for Building Works".

For information, the updated for a Building Plan Approval application can be downloaded via website <http://www.abc.gov.bn> under the tab *Info Industri > Borang Permohonan*.

To summarise, the documents required for an application for Approval of Plans for Building Works is as follows:-

FOR NEW BUILDINGS:-

- i. Approval of Plans for Building Works application form (Form A)
- ii. Copy of Power of Attorney (if the developer is not the land owner)
- iii. Site Report prepared by the Qualified Person / Registered Building Draughtsman (refer to ITN 2023/ITN/03 bertarikh 18 September 2023)
- iv. Declaration letter from the Professional Engineer on the requirements for earthwork / retaining wall and associated slope protection works in relation with the development application.
- v. Copy of topographical survey map certified by a Licensed Land Surveyor registered under the Survey Department.
- vi. Complete set of plans prepared and signed by the Qualified Person / Registered Building Draughtsman
- vii. Copy of valid Planning Permission
- viii. Report on Accessibility Provisions with checklist (for commercial buildings only)

FOR EXTENSIONS / RENOVATIONS FO BUILDINGS / HOUSES / SHOP UNITS:-

- i. Approval of Plans for Building Works application form (Form A)
- ii. Copy of Power of Attorney (if the developer is not the land owner)
- iii. Copy of Tenancy Agreement (if the developer is not the building owner)
- iv. Site Report prepared by the Qualified Person / Registered Building Draughtsman (refer to ITN 2023/ITN/03 bertarikh 18 September 2023)
- v. Complete set of plans prepared and signed by the Qualified Person / Registered Building Draughtsman
- vi. Copy of valid Planning Permission (if applicable)
- vii. Copy of Borang Pengesahan Pembayaran Tuntutan Cukai Bangunan (bagi kawasan-kawasan di bawah kawalan Jabatan Bandaran) (if applicable)

FOR EARTHWORKS:-

- i. Approval of Plans for Building Works application form (Form A)
- ii. Copy of Power of Attorney (if the developer is not the land owner).
- iii. Copy of Land Title
- iv. Site Report prepared by the Qualified Person – Professional Engineer (Civil and Structural) which includes (but not limited to):-
 - a) Latest pictures showing the condition of site (up to 5 – 10 meter from the boundary).
 - b) Latest pictures of the existing nearby buildings and location of services such as drains, culverts, roads, street lighting, streams and others.
 - c) Existing condition of the site (whether it is still secondary forest or cleared land, hilly or flat area, swampy or hard rock areas and to include photos of the boundary stones and its location).
- v. Complete set of plans prepared and signed by the Qualified Person – Professional Engineer (Civil and Structural) which includes (but not limited to):-
 - o Site Development plan (including location of the proposed new building and existing buildings nearby, location of slope protection and services such as drains, culverts, roads, street lighting and others).
 - o Cross-sectional detailing for critical areas such as slopes, existing ground level and proposed level, cut and fill quantity, proposed drainage and outlet and others.
 - o Slope protection drawings such as surface erosion measures (if applicable).
- vi. Copy of topographical survey map (to include up to a minimum 5 meter from the boundary) certified by a Licensed Land Surveyor registered under the Survey Department (Qualified Person must submit a report or clarification in writing if not attached).
- vii. Proposed plan and methodology in carrying out the earthworks including Erosion Control Measures in report form (or included under General Notes in the drawings).
- viii. If the earthworks are to be done outside the boundary, approval letter from the relevant landowner must be attached.
- ix. List of proposed products such as geosynthetics (if applicable).
- x. Explanation and Declaration Letter from the Qualified Person that based on the design, the earthworks will be in a stable condition even after works are completed.

All submissions for an application for Approval of Plans for Building Works are to be submitted through Onebiz. The Client's Charter for this application is 14 working days.

ABCi hereby informs that a grace period shall be given until **30 April 2026** whereby any application for Approval of Plans for Building Works submitted on the **01 May 2026** onwards shall be deemed incomplete should the new form not used upon submission.

For further inquiries, please contact:

Email: ukk.abci@mod.gov.bn
Whatsapp Hotline ABCi: **+673 814 0365**

- END -