



SENARAI SEMAK PENDAFTARAN PENGENDALIAN BANGUNAN ATAU
KERJA BINAAN KEJURUTERAAN (JKJ103)

Bil.	Dokumen	Bil. Salinan	Tandakan (✓)
1	Borang permohonan JKJ 103	1	
2	Dasar keselamatan dan kesihatan pekerjaan <i>Perlu ditandatangani oleh pengurusan tertinggi</i>	1	
3	Manual keselamatan	1	
4	Carta organisasi syarikat <i>Sila berikan maklumat seperti nama dan no. telefon untuk dihubungi</i>	1	
	Carta organisasi keselamatan dan kesihatan (Jika ada) <i>Sila berikan maklumat seperti nama dan no. telefon untuk dihubungi. Sila lampirkan bersama surat lantikan pengerusi, setiausaha dan ahli jawatankuasa yang lain.</i>	1	
5	"Letter of award" bagi projek yang dijalankan	1	
6	Pelan kedudukan jentera, pejabat tapak, kediaman pekerja, jenis-jenis kerja ("type of work") <i>Jenis-jenis kerja seperti "re-baryard", "carpentry yard", "batching plan" dan lain-lain. Jentera di tapak pembinaan seperti "Bar Bending Machine", "Generator Set" dan lain lain.</i>	1	
7	Pelan lokasi tapak pembinaan <i>Menunjukkan dengan jelas bagaimana hendak ke lokasi tapak pembinaan</i>	1	
8	Jadual kerja binaan yang dirancang dan dijalankan / Gantt Chart	1	
9	Ringkasan Projek: i. Nama Pengurus Projek: No. Tel: ii. Kos Projek (RM): iii. Tarikh projek pembinaan dimulakan: iv. Tarikh projek pembinaan dijangka siap:		
10	Butiran berkenaan pengamal keselamatan di tapak pembinaan (jika ada) i. Pegawai Keselamatan dan Kesihatan (SHO): ii. Penyelia Keselamatan Tapak (SSS): iii. Pengendali Perancah: <i>Sila isikan nama, no. tel dan no. pendaftaran JKKP. Kos projek (pembinaan) melebihi RM 20 Juta memerlukan sekurang-kurangnya seorang SHO dan SSS. Kos projek (pembinaan) bernilai kurang daripada RM20 juta memerlukan sekurang-kurangnya seorang SSS sahaja</i>		

Permohonan yang **lengkap diterima akan diproses dalam masa 30 hari waktu bekerja.

FACTORIES AND MACHINERY ACT, 1967

FACTORIES AND MACHINERY (NOTIFICATION, CERTIFICATE OF FITNESS AND INSPECTION) REGULATIONS 1970 – REGULATION 4

NOTICE in respect of building operation and works of engineering construction as required under section 35 (1) of the Act.

I/WE the undersigned hereby give notice that I/we have undertaken building operation/works of engineering construction particulars of which are given below:

<p>A. 1. Name of person undertaking above operation</p>				
<p>2. Postal address</p>				
<p>B. <i>Particulars of operation:</i></p>	<p><u>*Building operation</u> Works of engineering construction</p>			
<p>1. Nature of operation (give details, e.g., bridge construction housing project, etc.)</p>				
<p>2. Approx. No. of persons working on the side</p>	NO. OF PERSONS EMPLOYED			
	Male		Female	
	16 years and above	Under 16 years	16 years and above	Under 16 years
<p>3. <i>For whom construction work is being carried out.</i> Name</p>				
<p>Postal address</p>				
<p>4. Location/site of operation (Sketch location showing position relative to nearest main road and state milestone if no others landmark is available)</p>				
<p>5. <i>Particulars of sub-contractors if any:</i></p>				
<p>a. Name and postal address</p>				
<p>b. Name and postal address</p>				
<p>c. Name and postal address</p>				
<p>6. <i>Name of architect, consultants connected with project.</i></p>				
<p>a. Name and postal address</p>				
<p>b. Name and postal address</p>				

7. List of construction machinery, including steam boilers, unfired pressure vessels, internal combustion engines and hoisting machines, used by the person undertaking the operation, with details in the form below:

Item 1	Description of machinery/ installation 2	Type or make 3	Year of manufacture 4	Kilowatt/ heating surface/ capacity 5	Machinery Department current Reg. No. 6	Date of expiry current Cert. of Fitness 7	Remark 8
<p>Column 2 – State whether steam boiler, unfired pressure vessel, internal combustion engine or description of machinery or hoisting machine.</p> <p>Column 5 – Heating surface to be given in square metre; capacity to be given in cubic metre.</p> <p>Column 6 – Nil, if not registered.</p>							
8. Date of first operation							

I declare to the best of my knowledge and belief that all particulars furnished in this application are true, and that all machinery used comply with the requirements of this provision of the Act and the relevant regulations made thereunder.

Date

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Signature of intended user of machinery or occupier of factory

NOTE –

Not applicable to building operation and works of engineering construction the carrying out of which does not involve the use of machinery and which the person undertaking them has grounds for believing will be completed in a period of less than six weeks.