

Yang Di-Pertua:

Dato' Sr Haji Azmi bin Abdul Latif D.S.P.N

Pendaftar:

Sumarni Binti A. Rahman



Pegawai Perkhidmatan

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NOTIFICATION

DATE : 23 DECEMBER 2021

TO :

- 1) **PERSATUAN PENILAI DAN PERUNDING HARTA SWASTA MALAYSIA (PEPS)**
- 2) **THE ROYAL INSTITUTION OF SURVEYORS MALAYSIA (RISM)**
- 3) **MALAYSIA INSTITUTE OF PROPERTY AND FACILITY MANAGERS (MIPFM)**
- 4) **PERSATUAN PERUNDING HARTANAH MUSLIM MALAYSIA (PEHAM)**
- 5) **MALAYSIAN INSTITUTE OF ESTATE AGENTS MALAYSIA (MIEA)**
- 6) **MALAYSIAN INSTITUTE OF PROFESSIONAL ESTATE AGENTS AND CONSULTANTS (MIPEAC)**
- 7) **PERSATUAN PENILAI SEKTOR AWAM MALAYSIA (PENILAISAMA)**

Dear Sir/Madam

NCC COURSE and CERTIFICATE

Please be informed that the Board has decided that effective immediately the Secretariat will prepare the NCC Certificates. Once the Certificates are ready, NCC Service Providers can arrange for collection from the Board's Office at Menara UOA Bangsar.

With effect from January 2022, you are required to forward to the Secretariat a full list of all those who have attended the course in EXCEL format both hard and soft copy within 2 weeks from the date of the course. The list shall comprise the following:-

- Date of the Course organized in advance (before commencement of the course)
- Venue of the course to be conducted
- Trainers' particulars & confirmation of attendance (Signature of trainers)
- Full name of participants (as per NRIC)
- NRIC number of participants
- Proof of attendance (Signature of participant)

Please ensure that the details provided are accurate as any errors will require reprinting of the Certificates at RM100 per certificate.

..2/-

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All the seven (7) Associations approved by the Board to conduct the NCC course are allowed to conduct the NCC until further notice. However, the seven (7) associations are not allowed to collaborate with other parties including outsourcing and must be conducted and organized by the Associations only.

Kindly submit your list of classes monthly in advance before the commencement of the course to the Board so that the Board can from time to time send representatives to attend these classes to ensure the quality of the training provided. (attached form)

You are required to comply with all the above conditions failing which the Board shall withdraw its approval given to your goodself.

Please be guided accordingly.

Yours faithfully,



SUMARNI BINTI A. RAHMAN

Registrar

LEMBAGA PENILAI PENTAKSIR, EJAN HARTA TANAH

DAN PENGURUS HARTA

SAR/TKA/ad



MONTHLY NCC PROGRAM SCHEDULE

Organiser :	
Details: Address/Telephone/Fax/ Email Address	

DETAILS OF PROGRAMME

No.	Date of NCC	Venue/Date/Time	Speakers	Individual Registered License No.

(Use separate sheets for more details if any)