



**SECRETARIAT:**

**c/o Persatuan Pengurusan Kompleks Malaysia (PPK) - Malaysia Shopping Malls Association**

A608, 6th Floor, Lobby 2, No. 1, Jalan SS20/27, Damansara Intan, 47400 Petaling Jaya.

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*[Established pursuant to Article 5(a) of the Constitution]*

## **REGISTER OF BUILDING MANAGERS**

### **GUIDELINES FOR ADMISSION**

The Building Management Association of Malaysia (BMAM) is a registered multi-stakeholder organisation representing the collective interests of all key stakeholders and interest groups in the building industry of Malaysia. The Association has established a Register of Building Managers with the view to enhancing the image, quality and overall standard of the building management industry in Malaysia.

#### **CATEGORY 1 - SERVING BUILDING MANAGERS (INDIVIDUALS)**

##### **Individuals (with ten or more years of experience)**

1. Those who have been serving (and continue to serve) in the building management industry for ten years and above;
2. Those who do not have the requisite educational qualifications but have clear evidence to show that they have been managing, maintaining and administering buildings and facilities for the qualifying period of ten years;
3. Minimum educational qualifications – SPM or equivalent coupled with relevant working experience.

##### **Individuals (with less than ten years of experience)**

1. Those with less than ten years of experience in the building management industry and desiring to be included in the Register of Building Managers should be those engaged in the building management industry and with appropriate diploma or degree qualifications in building and facilities management, real estate management, property management, project management, construction management, shopping complex and highrise building management, architecture, quantity and land surveying, any major branch of engineering, property valuation, estate agency, and such other appropriate and equivalent qualifications from a reputable local or overseas higher educational institution which, in the opinion of the Executive Committee, is deemed an acceptable qualification for registration as a Registered Building Manager;
2. They should have a minimum of three (3) years' experience in the building management industry, and this should be demonstrated by way of evidence and/or attestation from the property owner/s or employers concerned;
3. This category would include individuals who are working as managing agents, building managers, property managers, real estate agents, property valuers and appraisers, shopping and highrise complex managers, surveyors, engineers, architects, etc. who are currently serving as building managers in industrial, commercial and residential properties countrywide.

**Annual Registration Fee: RM100.00**

## **CATEGORY 2- COMPANIES**

1. This category would include managing agent companies, property management companies, real estate agencies, valuation firms, surveying firms, engineering firms, architectural firms, etc. which are currently providing building and facilities management services for industrial, commercial and residential properties countrywide;
2. Building and facilities management companies which have a shareholding or paid-up equity of not less than RM50,000.00 shall be eligible for registration, provided that there is at least one partner or director of the company holding not less than 30% equity, who satisfies the requirements stated under Category 1;

***Annual Registration Fee: RM500.00***

## **CATEGORY 3: JOINT MANAGEMENT BODIES (JMBs) AND MANAGEMENT CORPORATIONS (MCs)**

1. This category shall include all Joint Management Bodies (JMBs) and Management Corporations (MCs) established pursuant to Sections 3 and 39 of the Building and Common Property (Maintenance and Management) Act, 2007 and the Strata Titles Act, 1985, respectively;
2. When a Joint Management Body which has been included in the Register is dissolved upon the establishment of the Management Corporation, adequate provisions will be made for its continuation as a Registered Building Manager in its capacity as a Management Corporation.

***Annual Registration Fee: RM50.00***

## **TERMS AND CONDITIONS OF REGISTRATION**

1. The Executive Committee may, pursuant to Article 10(5) of the Constitution, make such other rules or impose such other conditions deemed necessary on applicants desiring to register themselves as Registered Building Managers;
2. Applications for registration should be made using the prescribed form, along with copies of all supporting documents and the prescribed registration fee, and sent to the Secretary General, Building Management Association of Malaysia at the Registered Office of the Association. All cheques/demand drafts shall be made payable to ***'Building Management Association of Malaysia'***;
3. All applications shall be considered on a case-by-case basis subject to all criteria for registration being satisfied;
4. Successful applicants shall be issued with an official Certificate of Registration (to be renewed annually) upon completion of the necessary administrative procedures;
5. An applicant whose application has been rejected may lodge a written appeal to the Executive Committee for reconsideration. The decision of the Executive Committee is final and conclusive.