No.	DATE	ENQUIRY	RESPONSE FROM TEAM
No.	1 Dec 2021	Please can you help me with my inquiry regarding the misalignment of the sliding door in the condo unit I've purchased from a developer in Melaka. I have been referred to PAM by HBA as per my conversation with them.	Your email received on 1st December 2021 is referred.  Before we reply, we shall, for the purposes of simplicity, assume that your condo unit was purchased based on the Sale & Purchase Agreement (SPA) as per Schedule H of the Housing Development (Control & Licensing) Regulations and that the Defects Liability Period (DLP) for your unit has yet to expire.  From the brief query and the attached photos, we can only assume, from your description of the sliding door frame being "tilted" that you have concerns regarding the verticality of the sliding door frame in relation to the door reveal/corner of the wall. As your inquiry is regarding confirmation as to whether a tilted door is a construction defect, we shall further assume that you are referring to the frame rather than the door.  In general, any form of vertical or horizontal misalignment of the frame can be
			regarded as a defect if the degree of the misalignment is very pronounced or if it prevents the proper functioning of the door with the understanding that all construction work is carried out based on acceptable tolerances. Unfortunately, based on the photographs which we have received, we are unable to offer an opinion as to whether your frame is indeed "tilted" or misaligned.
			If you are able to show that the frame or door reveal is indeed "tilted" or if the operation of the door is compromised, we would suggest that you report the defect to the Developer and exercise your rights under the SPA. Any follow up action would be dependent on their response and you may refer to Section 30 of your SPA for further guidance.
			If you are unable to resolve your problem using the provisions of the SPA, kindly note that you may also pursue any complaints you may have with the

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			Tribunal for Homebuyer's Claims as established by the Ministry of Housing, Local Government and Urban Well-being,  We hope the above advice helps.
2.	14 Sept 2021	ENQUIRIES ON CERTIFICATION FOR STAGE 2(H) - SCHEDULE H In relation to LAM GC 2/2017, Guidelines on the Third Schedule for Stage Certification 2(h) - The roads serving the said building.	Thank you for your email dated 14 Sep 2021 with regards to the certification of Stage 2(h) in the Sale and Purchase Agreement (SPA) for the sub-divided building (Schedule H):
		I write in to enquire and seek advice from PAM:  1. Can the stage be certified if there are temporary construction facilities (e.g: Tower crane plinth and/or passenger hoist RC plinth) situated on a completed permanent concrete perimeter road (finishes are as per Building Plan)	You state that there are temporary construction facilities such as a tower crane plinth and/or passenger hoist RC plinth situated on a completed, permanent concrete perimeter road (which is also the final finish of the road) and enquired whether you can certify for completion of the stage if these have yet to be removed).
		However, the temporary facilities will be removed upon project completion and necessary touch-up work will be made to reinstate the concrete road for handing over?	Based on LAM's General Circular No.2 / 2017 (Circular), stage 2(h) is deemed completed when the following are also completed:
		<b>Justification 01:</b> As under the supplementary notes Item 2.0 that for the reasons of construction sequences, practicality, and the works item deferred would need to be completed at a later stage, depending on the logic of construction.	<ul> <li>Paved roads (i.e. Premix and/or concrete imprint and/or pavers and/or any road with any other finishes as specified in the approved plans) leading to the Building containing the said Parcel from an existing road.</li> <li>Permanent roads, i.e. Premix and/or concrete imprint and/or pavers and/or any road with any other finishes as specified in the approved plans) around the Building containing the said Parcel</li> </ul>
		<b>Justification 02</b> : The justification for closing/reinstating the temporary works is similar to Stage 2(C) & 2(E) whereby it was specifically mentioned that the Closing up	We assume that the removal of the tower crane and passenger hoist will only be done at the completion of the project. We are not sure how you can use

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		of temporary openings left in walls for constructional purposes need not to be completed.	Justification 01 for that, as the exclusion of such works is not specifically stated in the Circular.
			Please also note that the description of construction work that "Need Not Be Completed For Certification" does not mention that removal of concrete plinths for tower cranes or passenger hoist is exempted, unlike for temporary openings for construction purposes. There is no ground to Justification 02.
			As mentioned in Item 7.0 of the Supplementary Notes of the said Circular, the Architect should request the Engineer for the project to confirm in writing completion for Stage 2(h); which the Engineer will certify completion of the works based on various aspects, i.e approved road and drainage plan, nature of works, the method of construction, etc.
			In conclusion, we are of the opinion that you can only certify completion of Stage 2(h) upon fulfilling the following conditions:
			<ul><li>a. once the tower crane plinth or passenger hoist r.c plinths have been removed and the touching up work completed.</li><li>b. upon obtaining the relevant recommendation from the Engineer</li></ul>
			As the guidelines were issued by LAM, we would also recommend that you check with LAM for their interpretation on this issue.
3.	9 Aug 2021	I have some enquiries and seek your kind guidance/ advice: 1. Can Architect certify Stage of Completion during MCO	Your emailed query on 9 August 2021 is duly noted. Please find our reply as follows:
		based on-site photos provided by the Contractor/ Clerk-of-Work in these various scenarios?  (a) Building Contractor has not obtained MITI approval to resume site work.  (b) Building Contractor has obtained MITI approval to resume site work.	1. While there is no requirement for any supporting documents to support the issuance of any stage completion certificate by the Architect, the LAM General Circular 02/2017 notes that inspections must be carried out prior to the certification. The manner in which the inspections are carried out, i.e. whether the inspections are physical, virtual, based on photographic evidence or carried out by representatives, is left to the individual Architect's professional

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		(c) Architect has not obtained MITI approval to resume architectural practice.     (d) Architect has obtained MITI approval to resume architectural practice.  2. Can we issue certification for stage completion during	judgement. Nevertheless, irrespective of how inspections are to be carried out, we would advise all Architects that there should be documentary evidence to substantiate their decision.  2. The important pre-requisite remains that the physical works stipulated in the circular mentioned above must be completed satisfactorily before certification
		MCO if the housing developers are applying to KPKT for EOT to handover?  Will these implicate us as the Architect since house buyers are billed even though Vacant Possession is delayed?	regardless of how and when the Main Contractor completed the works.  We would advise that your focus should be on ascertaining the actual completion of the stages rather than the circumstances surrounding such completion and/or inspections as outlined in your various scenarios.  3. The EOT as described in the KPKT circular is to take into consideration if the works require an extension of time due to events like the Covid 19 pandemic. If the relevant stages of work have been completed and are certifiable, certification of the completed stages can take place irregardless of whether any EoT has been granted by KPKT. (Please be reminded as per the above circular that Architects are not required to certify Vacant Possession but the Developer is to effect Vacant Possession with the Architect's issuance of the Borang F (for CCC).
4.	16 July 2021	We are writing to seek advice on the stage billing claim for stage 2(b).  For your information, we are currently working on a serviced apartment project which includes 8 floors of car park podium and 33 floors of apartment units that sit on top of the podium. The said project is in Wangsa Maju, Mukim Setapak, Kuala Lumpur.	We refer to your query regarding "Advise on Stage Billing Claims (Schedule H)", dated 16 July 2021. Please refer to our reply as follows:  1. As you have stated "draft Schedule" in your email, we presume the said Sales and Purchase Agreement (SPA) was just a proposal, pending official approval from the Ministry of Housing and Local Government (KPKT); and we also presume that Schedule H will be used for the serviced apartment project, being a residential accommodation.
		Reference is made to the Schedule of Payment of Purchase Price in Housing Development Act (ACT 118),	2. Please note that, if the Developer intends to make any modification to the SPA, he shall first comply with Regulation 11(3) of the Housing and Development Regulation 1989: "Where the Controller is satisfied that owing to

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		we understand that the developer is allowed to claim 15% of the Sum for Stage 2(b).  However, as per the above-attached photo, we received the draft Schedule from the Developer's Sales and Admin Department which split stage 2(b) billing into two different stages:	special circumstances or hardship or necessity compliance with any of the provisions in the contract of sale is impracticable or unnecessary, he may, by a certificate in writing, waive or modify such provisions: Provided that no such waiver or modification shall be approved if such application is made after the expiry of the time stipulated for the handing over of vacant possession under the contract of sale or after the validity of any extension of time, if any, granted by the Controller."
		(i) The structural framework of carpark of said Parcel - 5% (ii) The structural framework of the said Parcel – 10 %  We would like to seek your advice if splitting up the claims as follows are viable: - a. To claim 5% upon the completion of the structural framework of car park of said Parcel (at an earlier construction stage) b. To claim 10% upon the completion of the structural framework of said Parcel (at a later construction stage)	<ol> <li>Modified SPA's can only be executed if they are in full compliance with the regulation as stated above.</li> <li>Before commencement of the construction works, the appointed, certifying Architect shall observe LAM's General Circular No. 2/2017, including relevant certifying guidelines and Supplementary Notes, i.e. Supplementary Notes 5.0 for Schedule H. Please refer to:         https://lam.gov.my/index.php/circulars/circular-for-architects/finish/8-architects/5608-no-2-2017-guidelines-on-the-third-schedule-of-the-standard-sale-and-purchase-agreement-for-land-and-building.htm     </li> <li>The certifying Architect must inspect and check that the development is fully compliant with the SPA as approved by KPKT</li> <li>Irrespective of any modifications which may be approved by KPKT, we would also draw your attention to a recent Federal Court Judgement that has</li> </ol>
			placed parts of Regulation 11(3) in doubt. As we are not legal experts, we would advise that both your developer and yourself check on the implications of the above court judgment on the proposed amendment.  7. We are not in the position to advise you on whether the proposed splitting of the claim is viable or not, as such proposed modification shall be subject to the approval of KPKT. As noted above, please advise the developer to consult the lawyer who is appointed to prepare the SPA on the legal impact of the above.

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			8. Please note that the current LAM General Circular 2/2017 regarding the stage certification has no provisions for such a division of stage 2(b). Nevertheless, if such an amendment is indeed approved, the architect would be required to know which accessory parcels (car-parking bays) are associated with the main parcels before being able to certify completion of "the car-park of the said parcel".

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No.	DATE	INQUIRY	RESPONSE FROM TEAM
1.	29 June 2021	HDA Stage Completion I am sending a query regarding Schedule H Stage completion 2(c) that had confused me over the timber frame with no subframe vs metal frame with no subframe. As refer to Schedule H Supplementary Notes item 7 stipulated that "architect shall ensure the opening are properly formed to received metal frame before this is certified".	We refer to your e-mail dated 29 June 2021 with regards to the Housing Development Act, Stage of Completion.  With regards to Lembaga Arkitek Malaysia General Circular 2/2017, Guidelines on the Third Schedule for Stage Certification 2(c) - The walls of the said Parcel with door and window frames placed in position, Schedule H, there is a column which states the 'Description of Construction Work That Need Not be Completed For Certification'.
		As my involved project's non-structural wall are constructed with RC Wall and the door and window frame are alum/metal with no sub frame required. Based on my understanding if there has no any damage to the opening, upon the non-structural wall completed, the metal frame not need to install for stage 2 (c) certification.  However there has come to an argument that, if metal frame with no subframe, the metal frame shall be installed in order to certify stage 2 (c) which I doubt that it only applies to "timber frame with no sub-frame" but not "metal frame with no sub-frame" where installing metal frame to opening has no damage to the non-structural wall I guess?	Under 2 (C), this work includes - Metal Frames, Installation of door leaves, window (fixed or operable) or louvres.  Under item 7. of the Supplementary Notes to the said guidelines, it is also stated that 'the Architect shall ensure that the openings are properly formed to receive the metal frames and completed with lintols (where applicable) before this is certified".  As such, we are of the opinion that metal (i.e.; aluminium) outer frames are not required to be in place for certification of the relevant stage.  We hope the above reply to your query is satisfactory.
2.	24 May 2021	In relation to LAM GC 2/2017, Guidelines on the Third Schedule for Stage Certification 2(c) - The walls of the said Parcel with door and window frames placed in position.  I write in to enquire and seek advice from PAM on the walls for RC shear wall:  1. For aluminium windows that are not providing subframes, are the outer frames required to be in place for certification?  Arguments 01 - As the description for works must be completed include 'timber door and window frame' where understandings by reading through the lines are for timber door and TIMBER window where there are no subframes. Or whether it is read as a whole of timber door and (any materials of) window frames which there are no subframes.  Arguments 02 - The main purpose for the door and window frames to be placed in position is to ensure the openings are properly formed to receive the frames. However, for RC walls, aluminium formwork had been formed to ensure the frames are able to be received. Hence does this still required for aluminium sub-frame / outer frame to be in place for certification?	We refer to your e-mail dated 24 May 2021 and thank you for your enquiry.  With regards to LAM GC 2/2017, Guidelines on the Third Schedule for Stage Certification 2(c) - The walls of the said Parcel with door and window frames placed in position, Schedule G, there is a column which states the 'Description of Construction Work That Need Not be Completed For Certification'.  Under 2 (C), this work includes] - Metal Frames, Installation of door leaves, window (fixed or operable) or louvres.  As such, metal (i.e.; aluminium) outer frames are not required to be in place for certification of the relevant stage.
3.	1 March 2021	Progressive Billing for HDA Cases - Schedule H  I am a purchaser for a unit in Atwater Serviced Apartment.  I have just received a claim for Stage 2(h) - completion of the roads serving the said Building. However, the other claims under Stages 2(b) to 2(g) have not been certified and completed. I am aware under the Schedule H agreement; such a claim is allowable.  I have called and spoken to Mr Ng Cho You from Ong & Ong. He is the architect who issued this certificate. He has informed me that the concrete base (I believe that was what was said) has been done but the bitumen has not been laid and applied. His reason is that if the bitumen is laid and applied, it can be damaged as work is still ongoing at the site. He has said that with that level of work completed on the road, it can be certified as completed and claimed by the developer.  I write to seek your guidance as to whether this is correct as the claims are meant for the road serving the said Building and I am of the opinion that the Architect is	Referring to your query dated 1 March 2021, we note that as you have described it, the said development is regulated under the Housing Development Act and therefore the Third Schedule of the Standard Sales and Purchase Agreement shall follow the Housing Development (Control and Licensing) (Amendment) Regulations 2015.  We wish to refer you to the description for Stage 2(h) as detailed in the General Circular 2/2017 by the Board of Architects Malaysia.  [Link to file: https://lam.gov.my/index.php/circulars/circular-for-architects/finish/8-architects/5608-no-2-2017-guidelines-on-the-third-schedule-of-the-standard-sale-and-purchase-agreement-for-land-and-building.html]

	wrong in certifying it. The reason for my views are as follows:	Schedule of Payment of Purchase Price under the Third Schedule of the S & P	Description of Construction Work That Must Be	Description of Construction Work That Need Not be
	1. as the architect himself has said, the construction of	Agreement	Completed For Certification	Completed For Certification
	the road is not fully completed.  2. his reason for not laying and applying the bitumen is	2(h) The roads serving the said Building	* Paved road (i.e. Premix and/ or Concrete imprint and/or pavers and/or any	<ul> <li>Footpaths and roadside tables</li> </ul>
	not a decision for him to make. As a professional and independent party that we purchasers rely on, he must ensure full compliance of the requirement and act professionally. His judgement is wrong because while the Schedule H Agreement clearly said that the developer need not claim in accordance with the sequence of the stages in the Third Schedule, it also	(2.5%)	road with any other finishes as specified in the approved plans) leading to the Building containing the said Parcel from an existing road. The alignment of the road may be a permanent or temporary access approved by the local authority.	Final wearing course to pre-mixed roads or final varnishing for the finishes to any other type of paved roads where applicable     Road markings and signage
	said that if such claims were made and if it is thereafter damaged, the developer will have to bear the cost of the repair. In short, the Agreement intended that if the road is indeed constructed, it must be layered with the bitumen etc to make it a complete road.		Permanent roads (i.e. Premix and/ or Concrete imprint and/or pavers and/or any road with any other finishes as specified in the approved plans) around the Building containing the said Parcel  Entrance culverts serving the Building	
			Kerbs (if any)	
		•	advise that the follow	tails of the completion ving details should be
		approved by the loc 2. The state of comp building in the appro 3. That the entrance 4. That the finish ma wearing course (for for concrete imprint 5. To confirm that co	al authority and the soletion of the permandoved plans and the speculverts and kerbs haterial has been applications.	pecified finish materia have been completed; ed, save the final hads) or the final varni hable) works had been
8 February 2021	We wish to inquire the appropriate/ recommended course of actions given the following circumstance:	course of action.	ery as received on t	etermining your next he 8 February 2021 a
2021	Our architectural consultancy practice completed a residential development with CCC in 2016, after which in September 2020, we were informed in writing that the developer is in the process of voluntary winding-up due to insolvency and hence, the company has been taken	As you mentione original development also assume aldeveloper has yet to the second control or the second	d, the appointed liquint company. As such all the obligations and of fulfil to the purchase	dator has taken over the appointed liquidation that the original that the project. If yors yet to be termina
	over by an appointed liquidator.  Subsequently in 2020, the liquidator has requested from us a list of documents required for their onward	your responsibilities	such as the issuan	ator, it is our opinion t ce of the relevant <i>Su</i> legara/KPKT still rema
	liquidation administration, among which includes the KPKT's Lampiran A1 (Pengesahan Arkitek Mengenai Pemajuan Perumahan telah Siap) for the purpose of withdrawal of all monies from the HDA account.	rectification works, a fulfilled and we agree	and the developer's o ee that it would be pr	the JMB that defe bligations have yet to udent for you to write
	Nevertheless, we have previously been informed by the Joint Management Body (JMB) of the said development on September 2019 that the developer has failed / refused to make good all defects as submitted to them, and the JMB would appoint a third-party contractor to carry out the said defects rectification works.	still yet to undertake other obligations ow the above written co	the outstanding deference to the purchasers on firmation, we also e KPKT Lampiran A	nether the developer ects rectification and sor JMB. Until receip agree that it may not 1 for the withdrawa
	As such, our queries regarding the above situation shall be as follows:			
	1. Given the situation whereby the developer (principal) which our service was appointed under has wound up, is the architect (being an agent appointed by the principal) still obliged to issue the KPKT's Lampiran A1 (Pengesahan Arkitek Mengenai Pemajuan Perumahan telah Siap) for the withdrawal of monies from the HDA account by the liquidator?			
	2. In the event the architect is still required to issue the KPKT's Lampiran A1 (Pengesahan Arkitek Mengenai Pemajuan Perumahan telah Siap), are we required to			

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2021 u	obtain the written confirmation from the JMB pertaining to the status of the defects rectification works and whether all of the developer's obligations have been fulfilled (as stipulated in the KPKT's Lampiran A1), given the JMB had prior notified us previously to withhold the issuance of any certificates of such since the developer has failed / refused to make good all defects as submitted to them?  The developer refused to engage Clerk-Of-Work to park under project architect, and instead engaged him themselves directly. What should the architect do?	We refer to your query as received on the 4 February 2021 and write to note the following:  1. It is common practice that Clerks of Works are employed directly (either on a contract or permanent basis) by the Employer.  2. For some of the standard forms of building contract such as the PAM 2006 or 2018 Form of Contract, there are specific provisions for the employment of such "Site Staff" by an Employer subject to them working under the direction of the Architect, i.e.; the Clerk of Works shall be expected to report to and take instructions from the Architect. Under the above PAM Form, please also note that any directions given by such Site Staff to the contractor shall have no effect unless they have been so authorized in writing by the Architect.
2021 u	under project architect, and instead engaged him	<ol> <li>Write to note the following:</li> <li>It is common practice that Clerks of Works are employed directly (either on a contract or permanent basis) by the Employer.</li> <li>For some of the standard forms of building contract such as the PAM 2006 or 2018 Form of Contract, there are specific provisions for the employment of such "Site Staff" by an Employer subject to them working under the direction of the Architect, i.e.; the Clerk of Works shall be expected to report to and take instructions from the Architect. Under the above PAM Form, please also note that any directions given by such Site Staff to the contractor shall have no effect unless they have been so authorized in writing by the</li> </ol>
		The above system of reporting and issuing directions is to ensure that there are no contradictory instructions given by other parties whom are not empowered to administer the contract.  3. In response to your query and subject to the form of contract employed, we would advise the Architect to remind the Employer of the above conditions under which a Clerk of Works is expected to carry out his duties.
	Our company is writing in reference to the subject above which we would like to inquire.  Further to the attached "Guidelines on the Third Schedule [Clause 4(1)] of the Standard Sale and Purchase Agreement For Land and Building (SCHEDULE G) and Sub-divided Building (SCHEDULE H)" of the following item with the description of construction work that must be/need not completed for certification:  SCHEDULE G: 2(c) The walls of the said Building with door and window frames placed in position  SCHEDULE H: 2(c) The walls of the said Parcel with door and window frames placed in position  and the statement of below:  For stage 2(c), the Architect shall ensure that the openings are properly formed to receive the metal frames and completed with lintols (where applicable) before this is certified.  Scenario:  a. 2-Storey Landed Terrace - Using aluminium system formwork with aluminium door and window frame without sub-frames.  b. 30-Storey Serviced Apartment - Using aluminium system formwork with aluminium door and window frame without sub-frames.  Given the above two scenario, we hope that you could answer our question below:  1. Definition of metal frame.  2. Could Architect certified the Stage 2(c) upon completion of all non-structural walls, all party walls inclusive of wall stiffeners, with no aluminium window	Please note our response as follows:  1) The guideline from LAM you rightfully referred to and attached in your email is the predominant and current guideline for stage certification. Rightfully, the guidelines and party who will be responsible to mitigate the circumstances of the certificate will be LAM. Our response here is to represent PAM's view on the matter and we hope this will help in your decision making. It would be prudent for you to seek clarification with LAM for a consistent view.  2) Definition of metal frames: The definition for the material deemed as metal would generally be referred to any material which is malleable, fusible and hard. For the purposes of definition used in the construction practice, this would generally mean steel, aluminium, iron and so forth which is used to manufacture these frames. The frames referred in the LAM guidelines are the frames attached to the walls which will define the edge of the opening, which will then be attached to another element, be it a window panel (fixed or operable) or a door panel or any other item.  3) LAM guideline clearly spells out that metal frames need not be completed for stage 2(c) certification. This has been amplified again in the supplementary notes which highlighted that opening are to be properly formed to receive these metal frames before certification of this stage. The underlying principle is that, if the walls can be completely erected and the subsequent frames can be installed without destruction to the certified walls with the opening intact, then said frames need not be installed for certification. However, if the construction details of metal subframes are those which are embedded/ keyed into walls via fishtail attachment or V shaped wires, these will need to be completed with the wall as a seamless process to complete the opening.  4) The same interpretation of the guideline applies to both Schedule G and Schedule H certification.

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		and door frame being installed within the said Building/Parcel?	