



LEMBAGA ARKITEK MALAYSIA

Tingkat 17, Ibu Pejabat JKR, Jalan Sultan Salahuddin, 50582 Kuala Lumpur
Peti Surat 12695, 50786 Kuala Lumpur

Tel : 03-26982878/26107087 Faks : 03-26936881
E-mel : info@lam.gov.my Web : www.lam.gov.my

GENERAL CIRCULAR NO. 1/2025

GUIDELINES FOR THE CERTIFICATION OF FORM G8 (FIRE SAFETY INSTALLATION REQUIREMENT – ARCHITECTURAL) BY PRINCIPAL SUBMITTING PERSON (PSP)

1.0 INTRODUCTION

1.1. The Board of Architects Malaysia (LAM) has participated in a series of engagements with the Fire and Rescue Department of Malaysia (BOMBA), following recent incidents involving the falsification of the 'Certificate of Fire Safety' issued by BOMBA. These falsified certificates were used to support the following certifications:

- **Form G8:**
Fire Safety Installation Requirement (Architectural) by Principal Submitting Person (PSP)
- **Form G9:**
Fire Alarm System and Fire Extinguishment System (Mechanical and Electrical) by Submitting Person (SP)

1.2. Given the serious implications of such falsifications, this circular is issued to provide guidance on the proper procedures for verifying the authenticity of the Certificate of Fire Safety prior to the certification of Form G8 by the PSP.

1.3. Please note that Form G9, which pertains to the Fire Alarm System and Fire Extinguishment System (Mechanical and Electrical), falls under the purview of the Board of Engineers Malaysia (BEM) and shall be addressed separately by BEM for compliance by their registered professional engineers.

2.0 RESPONSIBILITY OF THE PRINCIPAL SUBMITTING PERSON (PSP)

2.1. Verification of Certificate Authenticity

It is the duty of the PSP to verify the authenticity of the '**Certificate of Fire Safety**' issued by BOMBA prior to certifying Forms G8. The following guidelines have been provided by BOMBA to assist in the verification process:

- For **large-scale and high-risk projects**, the 'Certificate of Fire Safety' shall be signed by the **Director of the Fire Safety Division**.
- For **medium-scale and moderate-risk projects**, the 'Certificate of Fire Safety' shall be signed by the **State Director**.
- For **small-scale and low-risk projects**, the 'Certificate of Fire Safety' shall be signed by the **Zone Chief**.

The PSP is required to secure and sight the original signed copy of the 'Certificate of Fire Safety' issued by BOMBA to ensure that there is no tampering or alteration. In the event of any doubt or suspicion regarding its authenticity, the matter must be referred directly to BOMBA for verification through their official channel. Below is the extracted letter from BOMBA;

3. Sehubungan dengan itu, bagi mengelakkan kejadian yang sama berulang pada masa hadapan, pihak Lembaga Arkitek Malaysia hendaklah memaklumkan kepada semua Arkitek berkaitan ketulenan Surat Pelepasan Perakuan Berperingkat G8 (Pasif) dan G9 (Aktif) iaitu sepertimana berikut:

3.1. Surat Pelepasan Perakuan Berperingkat hanya ditandatangani oleh Pengarah Bahagian Keselamatan Kebakaran bagi projek berskala besar dan berisiko tinggi;

3.2. Surat Pelepasan Perakuan Berperingkat hanya ditandatangani oleh Pengarah Negeri bagi projek berskala sederhana dan berisiko sederhana; dan

3.3. Surat Pelepasan Perakuan Berperingkat hanya ditandatangani oleh Ketua Zon bagi projek berskala kecil dan berisiko rendah.

2.2. **Verification and Confirmation by SP for Form G9**

The PSP should also remind and request the SP that is responsible for Form G9 to carry out a similar verification process. The SP must provide confirmation that the 'Certificate of Fire Safety' for Form G9 has been duly verified prior to its inclusion in the issuance of the Certificate of Completion and Compliance (CCC) or the Partial Certificate of Completion and Compliance (Partial CCC) by PSP.

3.0 **COMPLIANCE AND ENFORCEMENT**

- 3.1. All members are required to fully comply with this directive. Non-compliance, breach, or contravention of these guidelines shall be deemed a violation of the General Circular and may be subject to disciplinary action under the Architects Act 1967.

By Order of the Board of Architects Malaysia,



(Ar. HANI YULIATI BINTI MOHD LASA)
Registrar

20 May 2025

Distribution: All registered members