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GENERAL CIRCULAR NO. 1/2024

DEPOSITION OF ARCHITECTS FEES WITH BOARD OF ARCHITECTS MALAYSIA (LAM) AS STAKEHOLDER

1.0 INTRODUCTION

- 1.1. Pursuant to the Amendments to the Architects Rules 1996 on 1st October 2022, the FOURTH SCHEDULE PART ONE FORM B [Subparagraph 29(1)(c)(ii)] provides for the Architect's client to deposit the Architect's fees with the Board of Architects Malaysia (LAM) as stakeholder.
- 1.2. With effect from 19.08.2024 the Ministry of Housing and Local Government (KPKT) mandates that all applicants for a Housing Developers license (Licensed Developer) must engage Architectural Consultancy Practices (ACPs) through LAMs stakeholder system, as described in Para 1.1 above, for any new project initiated after this date.
- 1.3. KPKT will notify existing Licenced Developers to submit this declaration via the Jabatan Perumahan Negara (JPN) Housing Integrated Management System (HIMS@JPN-KPKT) portal for new projects initiated under their existing licences.

2.0 DEPOSITING OF ARCHITECTS FEES WITH LAM AS STAKEHOLDER

- 2.1. With effect from 19.08.2024 all Architect's fees for projects governed under the Housing Development (Control and Licensing) Act (HDA) 1966 [Act 118] shall be deposited with LAM as stakeholder.

- 2.2. Architects shall ensure that the appointment by Licensed Developers for their Architectural Consultancy Practice (ACP) is as per the Memorandum of Agreement in the FOURTH SCHEDULE PART ONE FORM B [Subparagraph 29(1)(c)(ii)] of Architects Rules 1996. The scope of works, fees, agreed schedule of payment, if none is stated, shall be in accordance with the schedule for basic architectural services as outlined in the Architects (Scale of Minimum Fees) Rules 2010.
- 2.3. Architects fees in relation to the Client's project shall include all Supplementary Services and Additional Services as defined under the Architects (Scale of Minimum Fees) Rules 2010.
- 2.4. Upon its appointment, the ACP shall register the project with LAM's Online Stakeholder System (LAM-BOS System) (<https://www.lam-bos.gov.my>). Each registered project shall be assigned a registration number.
- 2.5. LAM shall impose a management charge amounting to 0.3% of the Architect's fees by way of deducting from such fees received, together with Government Service Tax (if applicable) at the prevailing rate.
- 2.6. The ACP is permitted to proceed with its services upon registration with the LAM-BOS System.
- 2.7. Upon completion of each phase of work as outlined above, the ACP shall obtain the Client's written confirmation that the particular phase of work has been completed and accepted by the Client. The ACP shall then submit an invoice to the Client who shall then make payment to LAM. The ACP shall upload the Client's written confirmation and the invoice to the LAM-BOS System.
- 2.8. LAM-BOS System will issue reminders and notices as required. Upon LAM receiving the Client's written confirmation, ACP's invoice and Client's payment, LAM will release the net amount due to the ACP.
- 2.9. The ACP is required to notify LAM via the LAM-BOS System of any changes relating to their appointment for architectural services for the project. This includes any addition or omission to the scope of work, fees, schedule or method of payment, project status and appointment status such as termination of services or suspension of services, etc.

- 2.10. Upon completing the architectural consultancy services for the project, the ACP shall notify via the LAM-BOS System of the completion.
- 2.11. Information on the LAM-BOS System is available from the Frequently Asked Questions section available at (<https://www.lam-bos.gov.my>).

All ACPs are required to comply with this directive. Any non-compliance, breach or contravention will be considered a violation of the General Circular.

By Order of the Board of Architects Malaysia,



(Ar. HANI YULIATI BINTI MOHD LASA)
Registrar

20 December 2024

Distribution: All registered members