



**MAPS MALAYSIA**  
(Council of Architectural Accreditation and Education Malaysia)  
**Board of Architects Malaysia**

**Special Note MAPS #3-2020:**

**Movement Control Order (COVID-19) and its Impact on Accreditation  
Application for Architecture Education and Interior Design Programmes**

**1.0 PURPOSE**

Special Note # 3-2020 by MAPS Malaysia is intended to provide guidance to Architecture Education Provider (AEP) and Interior Architecture Education Provider (IAEP) in particular to AEP/IAEP who have been, are presently and will be seeking accreditation from the Board of Architects Malaysia (LAM) throughout the duration of the Movement Control Order (MCO).

**2.0 BACKGROUND**

- 2.1 Document subsection 2.4 in the Manual of Accreditation for Architecture Programme (MAAP), 2013 and subsection 2.4 in the Policy and Procedures for Accreditation of Interior Design Programme (PAID), 2019 have outlined the procedure for applying for accreditation with several categories of visits, namely Advisory Visit, Accreditation Visit (New), Accreditation Visit (Continuation), Compliance Visit and Verification Visit.
- 2.2 MAPS understands that amongst AEP/IAEP there have been, are currently and will be making accreditation applications that are scheduled or planned to take place within the period prior to the expiry date of the accreditation.
- 2.3 Incidentally, the planned visits are likely to occur or are expected to occur during the MCO period or its subsequent extension(s) that would be announced by the Government from time to time. The conflict between the need for the accreditation visit and the MCO period will create uncertainty and anxiety amongst AEP/IAEP.

**3.0 IMPLEMENTATION OF ACCREDITATION VISIT WITHIN THE MCO PERIOD**

In the context described above, the following states several rulings on applications for accreditation particularly relating to aspects of on-site inspection visits at AEP/IAEP according to categories:

**3.1 Advisory Visit:**

- 3.1.1 The procedures in MAAP and PAID stipulates that the Advisory Visits should be implemented one (1) year before the first cohort graduates.

- 3.1.2 The Advisory Visit is the process of advising the AEP/IAEP to be more organized and prepared for the Accreditation Visit.
- 3.1.3 In the current restrictive situation, MAPS has temporarily dropped the need for the Advisory Visit. In other words, the AEP/IAEP is not required to request an Advisory Visit.

### **3.2 Accreditation Visit (New):**

- 3.2.1 The procedure in MAAP and PAID stipulates that the Accreditation Visit for a new programme of study must be completed by the time the first cohort is at the end of their graduating year (upon completion of examination and assessment).
- 3.2.2 The first Accreditation Visit for this programme is mandatory and the AEP/IAEP must be fully prepared.
- 3.2.3 In the current restrictive situation, MAPS has decided to allow AEP/IAEP to apply for the suspension of the Accreditation Visit and to set a new date for it.
- 3.2.4 The Accreditation Visit that shall be held when the situation returns to normal, must showcase the works of the first cohort of students alongside students from the current cohort.
- 3.2.5 As the first cohort student may have graduated and started working, the AEP/IAEP is advised to carefully and systematically retain all students' works especially for those in the first cohort.

### **3.3 Accreditation Visit (Continuation):**

- 3.3.1 The procedure in MAAP and PAID stipulates that the Accreditation Visit for the purpose of continuing accreditation must be carried out before the expiry date of the accreditation period.
- 3.3.2 It is believed that AEP/IAEP involved are planning to apply for accreditation, but are in a state of uncertainty due to the various obstacles they are facing at the moment.
- 3.3.3 In these circumstances, MAPS has decided to provide the AEP/IAEP an automatic extension (accreditation) for 6 months or 12 months from the expiry date of the accreditation period. A 6-month extension is given to programmes with 2 to 3 student intakes a year, while a 12-month extension is provided to programmes of study that implement the one (1) intake per year.
- 3.3.4 MAPS will consider additional extensions subject to current developments and directives from the Government regarding the MCO period.

### **3.4 Compliance Visit:**

- 3.4.1 The procedures in the MAAP and PAID and the Accreditation Visit Report stipulate that the Compliance Visit for a programme with Conditional

Accreditation must be completed within six (6) months prior to the expiry of the Conditional Accreditation.

- 3.4.2 Prior to this, it is common practice for AEP/IAEP to submit a Compliance Report to MAPS within one (1) year from the date of the Accreditation Visit.
- 3.4.3 In the context of sub clause 3.4.2 above, to avoid the need for a Compliance Visit, the AEP/IAEP is advised to provide a complete Compliance Report and to answer all reviews and recommendations outlined in the Accreditation Visit Report.
- 3.4.4 Failure to do as suggested in subparagraph 3.4.3 as above indicates a very low level of readiness for the AEP/IAEP to submit a Compliance Report. As such, this will likely result in the automatic termination of the Conditional Accreditation of the programme.

- 3.5 The requirements and preparations for the visit, as well as exhibition of students' works are as have been stipulated by MAAP and PAID. Whereas matters relating to the exhibition of works of design and non-design courses may be referred to specifically in MAAP in subsections 4.4.2 and 4.4.3 or PAID in subsections 4.4.2 and 4.4.3.

#### **4.0 MAPS SECRETARIAT**

In matters of accreditation application, in particular, involving the preparation of the dates and schedules referred to above, the AEP/IAEP is advised to deal directly with LAM Secretariat. If necessary online video conferencing discussions can be arranged during the MCO period or the extension period that may be announced from time to time.

#### **5.0 IMPLEMENTATION**

- 5.1 The provisions of this Special Note are temporary in the context of assisting concerned AEP/IAEP and will be terminated as and when appropriate. It is also a form of mitigation measure to prevent overloading and prolonged delays overflowing into the post-COVID-19 period.
- 5.2 This Special Note MAPS # 3-2020 applies to all architectural education and interior architecture education programmes approved and/or accredited by LAM effective immediately until to a time when the outbreak of the COVID-19 pandemic has subsided.



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