



MANUAL PENGGUNA

PENDAFTARAN PERSONEL BINAAN PERMOHONAN PEMBAHARUAN

ID MAJIKAN - KONTRAKTOR

Versi 1.0



KANDUNGAN UTAMA

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MANUAL PENGGUNA

PENDAFTARAN PERSONEL BINAAN PERMOHONAN PEMBAHARUAN WARGA TEMPATAN

ID MAJIKAN - KONTRAKTOR

Versi 1.0



Log masuk ke akaun CIDB anda



ID pengguna

2



Kata laluan diperlukan.

Kata laluan

Ingat Kata laluan

Log Masuk

3

Kontraktor Berdaftar

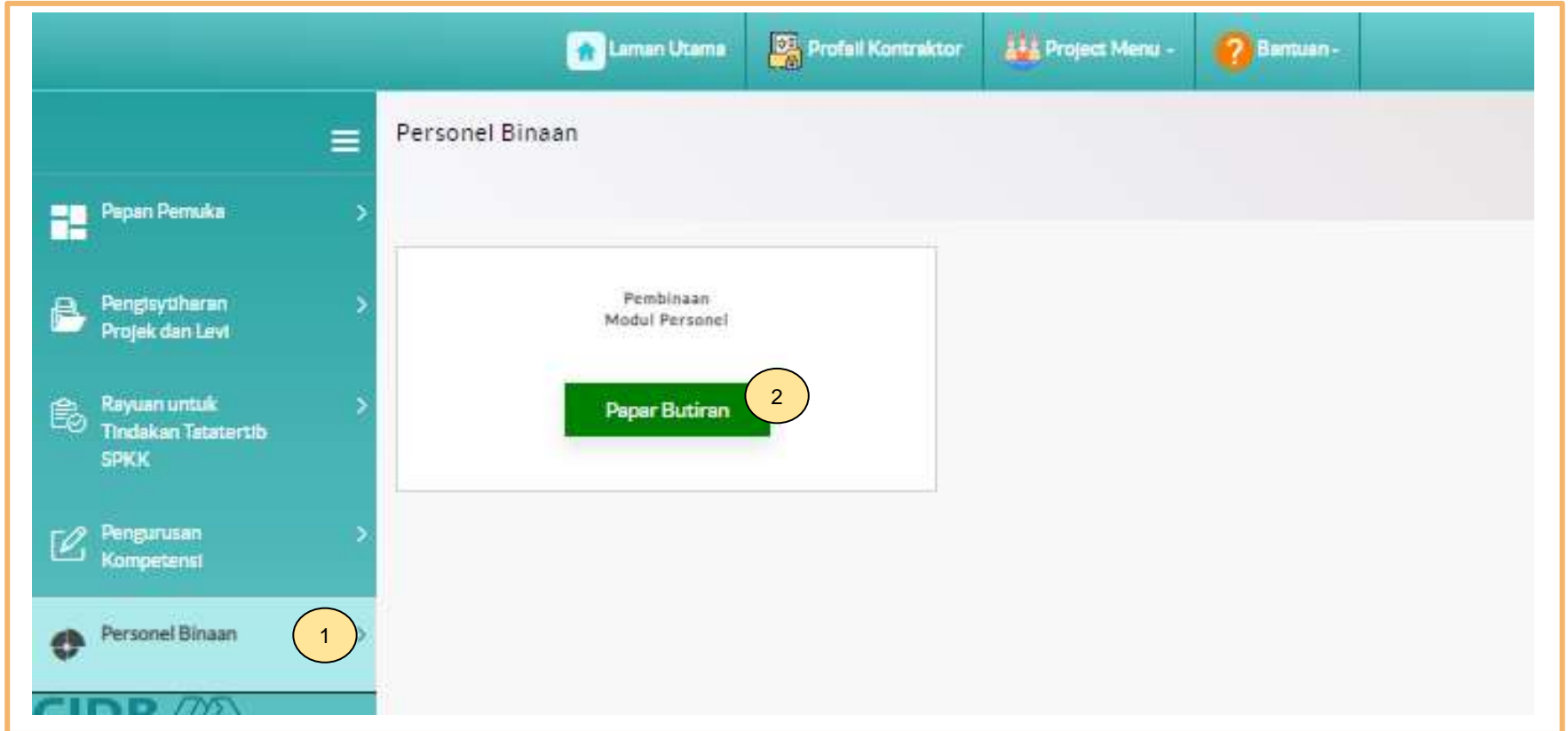
- Ada ID pengguna, dapatkan kata laluan CIMS anda
- Tiada ID pengguna atau cipta ID pengguna baru

Daftar Baru

- Untuk kontraktor baru / Personel binaan baru / Penyelia latihan baru / Pelatih baru dan lain-lain
- Tidak menerima emel Pengaktifan? **New!**

Lupa ID pengguna? / Lupa kata laluan?

1. Layari laman sesawang Sistem CIMS CIDB > <https://cims.cidb.gov.my/smis/regcontractor/index.vbhtml>
2. Masukkan **ID Majikan** dan **Kata Laluan**.
3. Klik **“Log Masuk”**.



1. Klik **Personel Binaan**.
2. Klik **Papar Butiran** pada menu **Pembinaan Modul Personel**.

The screenshot shows a web application interface for 'Kad Personel'. At the top, there is a navigation bar with a user profile icon, a black redaction box, and several menu items: 'Home', 'Butiran peribadi', 'Kad Personel' (highlighted with a yellow circle and the number '1'), 'Insurans Personel', 'Pekerja Asing', 'Ekspatriat', and 'Portal Kerja'. Below the navigation bar, the main content area is titled 'Kad Personel' and contains a grid of 13 cards. Each card has a title, a 'View Details' link, and some have numerical counts. The 'PEMBAHARUAN KAD PERSONEL' card (red) has a count of 380 and is highlighted with a yellow circle and the number '2'. Other cards include 'KAD PERSONEL BARU', 'GANTIAN KAD PERSONEL', 'KEROSAKAN KAD PERSONEL', 'KEMASKINI TRED KAD PERSONEL', 'SENARAI KAD PERSONEL' (717), 'PEMBAYARAN BELUM SELESAI', 'PEMBAYARAN SELESAI' (908), 'E-SERAHAN', 'APPLICATION IN-PROGRESS', 'LOG PERMOHONAN DIBATALKAN', 'SEARCH BIODATA PERSONNEL', 'PAYMENT DETAIL CHECKING', 'SENARAI KEBENARAN KHAS', and 'KEMASKINI BUTIRAN PEWARIS'.

1. Klik **Kad Personel**.
2. Klik **“View Details”** pada menu **Pembaharuan Kad Personel**.

Renew Construction Personnel Card

Company Registration No :

Company Name :

1

Local Foreigner MM13P

Tick on Checkbox and click on Continue button to proceed with Renew process

Enter text to search...

Renew	Person Id	Person Name	Card No	Card Expiry	Job Category
<input type="checkbox"/>	911219101010	MUHAMMAD AIMAN	P11180620120043	03/05/2022	PENGURUS PROJEK BINAAN
<input type="checkbox"/>	911219101010	MUHAMMAD AIMAN	1840615FP1800273784	15/06/2021	PENGURUS PROJEK BINAAN
<input type="checkbox"/>	911219101010	MUHAMMAD AIMAN	1850911SL1900200264	11/09/2022	PENGURUS PROJEK BINAAN
<input type="checkbox"/>	911219101010	MUHAMMAD AIMAN	S81151220080201	02/04/2022	PERSONEL PENTADBIRAN
<input type="checkbox"/>	911219101010	MUHAMMAD AIMAN	2860523SL2000134747	23/05/2023	PENGURUS PROJEK BINAAN

Page 1 of 10 (579 items) [1] 2 3 4 5 6 7 8 9 10

Apply

3

Langkah 1:

1. Klik "Local".
2. Tanda ✓ pada personel yang ingin diperbaharui.
3. Klik "Apply".

Applied for Renew Construction Personnel Card

Company Registration No : Company Name :

Click icon for each process to continue

Summary			Registration Process								
Tick for Payment	Applicant Identity No	Applicant Name	Personnel Information	Employer/ Self-employed	Safety Certificate	Academic Information	Skilled Information	Beneficiary	Job Category & Trade Summary	Duration	Latest Card Expiry
1	911219101010										

Langkah 2:

1. Berikut adalah paparan skrin bagi proses Permohonan Pembaharuan Personel Binaan.
2. Klik pada ikon untuk lengkapkan permohonan.

New Registration Construction Personnel Card(Safety Certificate)

Company Registration No : 274156X

Company Name : EVERSENDAI ENGINEERING SDN. BHD.



Enter text to search...

Personnel Detail

Applicant Identity No

Applicant Name

910105145955

DZURRUN SALAM BIN ISMAIL

2a

Safety Certificate

Field with an asterisk (*) are mandatory

Applicant Name *

DZURRUN SALAM BIN ISMAIL

Safety Training Cards *

Course Date *

Certificate (Allow File Size : 1 Megabyte) (jpg, jpeg, pdf file only)

2b

Add

1

Next

3

TAB 3 – MAKLUMAT SIJIL/ PASPORT KESELAMATAN

1. Klik **+** dan lengkapkan maklumat sijil/ passport keselamatan.
2. Terdapat 2 opsyen bagi sijil/ passport keselamatan:
 - a) **Sijil SICW/ eSICW** - Maklumat **dipaparkan secara automatik bagi sijil SICW & eSICW**. Pemohon tidak perlu memuat naik sijil kursus.
 - b) **Sijil/ passport keselamatan yang diiktiraf CIDB - WAJIB** dimuat naik. Pilih jenis sijil/ passport keselamatan dan muat naik dokumen berkenaan. Klik **'ADD TO LIST'**. Senarai sijil keselamatan yang diiktiraf CIDB boleh dirujuk [di sini](#).
3. Klik **"NEXT"**.

Nota

Sila hubungi Pusat Latihan Bertauliah/Tenaga Pengajar bagi memastikan pengesahan kehadiran peserta jika maklumat tidak dipaparkan setelah menghadiri kursus **SICW/e-SICW**.

New Registration Construction Personnel Card(Academic Information)

Company Registration No : 274156X

Company Name : EVERSENDAI ENGINEERING SDN. BHD.

Maklumat ini tidak wajib , jika perlu baru isi

This information not mandatory , if required need to fill in.

1 2

Enter text to search...

Personnel Detail

Applicant Identity No	Applicant Name
[Redacted]	[Redacted]

+

4

Academic Information

Field with an asterisk () are mandatory

Applicant Name *

Education Card Type * Education Card *

Education Level * Education Course *

Certificates (Other File Size : 1 Mيجابايت) (jpg, jpeg, pdf file only)

Browse...

5

Back Next

1

2

3

TAB 4 – MAKLUMAT AKADEMIK

1. Klik dan lengkapkan maklumat akademik.
2. Pilih dan muat naik sijil akademik berkaitan.
3. Klik **“ADD TO LIST”** untuk mengemaskini maklumat dan memuat naik dokumen.
4. Klik **“X”** untuk mengeluarkan/ membatalkan maklumat yang telah diisi.
5. Klik **“NEXT”**.

New Registration Construction Personnel Card(Skilled Information)

Company Registration No : 274156X

Company Name : EVERSENDAI ENGINEERING SDN. BHD.

Maklumat ini tidak wajib , jika perlu baru isi

This information not mandatory , if required need to fill in.

1 2 3 4 5 6 7 8 9

Enter text to search...

Personnel Detail

Applicant Identity No	Applicant Name

+ Add

4

Skilled Information

Field with an asterisk (*) are mandatory

Choose the Applicant Name *

00188083400001000000

Skill Course *

Education Centre Type *

Education Centre *

Certificate (Allow File Size : 1 Megabyte) .jpg .jpeg .pdf file only *

Upload

3

2

1

5

Back Next

TAB 5 - MAKLUMAT KEMAHIRAN

1. Klik dan muat naik sijil kemahiran berkaitan.
2. Pilih dan muat naik sijil kemahiran berkaitan.
3. Klik **"ADD TO LIST"** untuk mengemaskini maklumat dan memuat naik dokumen.
4. Klik **"X"** untuk mengeluarkan/ membatalkan maklumat yang telah diisi.
5. Klik **"NEXT"**.

Nota

Maklumat ini adalah **TIDAK WAJIB**.

Menu / Pending List of Registration Personal Binaan / Applied for Construction Personnel Card
 New Registration Construction Personnel Card(Job Category & Trade Summary)

New Registration Construction Personnel Card(Job Category & Trade Summary)

Company Registration No _____ Company Name _____

1 2 3 4 5 6 7 8 9

Enter text to search...

Registered Personal Details							
#	Category Type	Identity Type	Identity No	Name	Job Category (System Generated)	Tred List	System Message (if any)
1	Identification Card	Personal Binaan	911219106342	PENGURUS PROJEK BINAAN	SB1 AAC2 ADM2 ADM5	

Back Next 3

TAB 6 – PENGESYORAN KATEGORI PEKERJAAN & TRED

1. Maklumat “**Job Category**” & “**Tred List**” berdasarkan kelayakan akademik dan kemahiran.
2. Sila semak semula proses terdahulu jika tiada “**Next**” pada paparan ini.
3. Klik “**Next**”.

New Registration Construction Personnel Card(Beneficiary)

Company Registration No : 274156X

Company Name : EVERSENDAI ENGINEERING SDN. BHD.

Enter text to search...

1 2

Personnel Detail	
Applicant Identity No	Applicant Name
+ 910105145955	DZURRUN SALAM BIN ISM

3

Back Next

Beneficiary

Field with an asterisk () are mandatory*

Applicant Name *
DZURRUN SALAM BIN ISM

Beneficiary Relation Type *
▼

Beneficiary ID (Passport No/Mykad No) *
Beneficiary ID

Beneficiary Name *
Beneficiary Name


Beneficiary Contact No *
Beneficiary Contact No

Beneficiary Address *

Add to list 2

Add 1

TAB 7 – MAKLUMAT BENEFISIARI

1. Klik  dan lengkapkan maklumat benefisiari.
2. Klik "Add to List".
3. Klik "Next".

New Registration Construction Personnel Card

Company Registration No :

Company Name



Enter text to search...

Registered Personal Details

Category Type	Identity Type	Identity No	Name	Duration (Year)
Identification Card	Personal Binaan			<input checked="" type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5

1

2

TAB 8 - TEMPOH PEMBAHARUAN

1. Pilih tempoh antara 1 hingga 5 tahun.
2. Klik **“Finish”**.

Applied for Construction Personnel Card

Company Registration No : 934628H

Company Name : MMC GAMUDA KVMRT (T) SDN. BHD.

Click icon for each process to continue

Summary		Registration Process									
Tick for Payment	Applicant Identity No	Applicant Name	Personnel Information	Employer/ Self-employed	Safety Certificate	Academic Information	Skilled Information	Beneficiary	Job Category & Trade Summary	Duration	Latest Card Expiry
<input checked="" type="checkbox"/>											19/12/2024

Sila klik butang payment untuk teruskan dengan skrin bayaran.

Payment

PROSES PEMBAYARAN – LANGKAH 1

1. Klik ✓ .
2. Klik “Payment”.

PENTING

1. Kotak “Payment” akan dipaparkan setelah mendapat pengesahan maklumat identiti.
2. Pemohon dikehendaki pergi ke CIDB Negeri/ Cawangan terdekat bagi pengesahan cap jari, dengan membawa kad pengenalan sekiranya kotak “Payment” tidak terpapar selepas 3 hari bekerja dari tarikh mengemukakan permohonan.

Declaration & Payment

Insurance : ZURICH TAKAFUL MALAYSIA BERHAD (ZTMB) Collection Mode : Alamat Majikan Registered Address :
 Tel No for Postage purpose : No.Tel/Handphone This address refers to the employer's mailing address

Registered Personal Details				Card Detail		
Category Type	Identity Type	Identity No	Name	Duration(Year)	Expiry date	Fees
Identification Card	Personal Binaan	911219108342	NUR ATIQAH BINTI RAMLI	1	19/12/2024	25

Note: Card Printing not required for Construction Personnel for 2nd Time and onwards Application.

I hereby acknowledge that all the information and documents declared on this system is true, correct and complete. If the information submitted is found to be untrue, incorrect or incomplete, I agree to be subjected by CIDB.

Total Processing Fees (RM)	Total Registration Fees (RM)	Total Need to Pay (RM)
10.00	25.00	35.00

Payment Type :

TAB 9 – BAYARAN

1. Tiada cetakan kad bagi permohonan pembaharuan ini. Sistem akan memaparkan notifikasi jika permohonan pembaharuan adalah kali yang ke-1 dan seterusnya di Sistem CIMS.
2. Semak maklumat yang dipaparkan dan klik (/) pada kotak **“Disclaimer Agreement”**.
3. Klik **“Confirm Payment”** untuk proses pembayaran secara atas talian.

Online Payment

Online Payment

1 Applicant Id:

Applicant Name:

Total Amount (RM) :

Proceed

2

PROSES PEMBAYARAN – LANGKAH 1

1. Sila pastikan maklumat pemohon betul.
2. Klik **“Proceed”**.

PROFORMA INVOICE					
MAT BIN KILAU LOT 111 JALAN KILAU HILIR MELAKA 12345 MELAKA			Proforma Invoice No : Proforma Invoice Date : 09/06/2022 Due Date : 19/06/2022 Reference No : Receipt No :		
#	Description	Qty	Unit Price (RM)	Discount (RM)	Amount (RM)
1	FI PENDAFTARAN PERSONEL BINAAN - 2 TAHUN	1	50.00	0.00	50.00
2	FI PROSES PENDAFTARAN PERSONEL BINAAN	1	10.00	0.00	10.00
				Total (RM)	60.00
				GST 0.00 %	0.00
				Total Amount (RM)	60.00

***Remarks:**

FPX (B2C) - Retails/Individual Account
 FPX (B2B1) - Corporate Account (min RM 1,000)
 CCX - Credit/Debit Card

Payment Option

- Select --
- FPX (B2C)
- Credit / Debit Card

Proceed with Payment

PROSES PEMBAYARAN – LANGKAH 4

1. Sila pilih kaedah pembayaran:
 - a) Langkah 3A proses pembayaran secara FPX.
2. Klik '**Proceed with Payment**'.

VIP1

< virtual internet payment >



Amount MYR60.00

Bank List

Customer Email

Back

Terms & Conditions: By clicking on the "Proceed"

Owned by CID

- Please Select a Bank
- Please Select a Bank
- *** New Bank *** (Offline)
- Affin Bank
 - Agrobank
 - Alliance Bank
 - AmBank
 - Bank Islam
 - Bank Muamalat
 - Bank Rakyat
 - BSN
 - CIMB Clicks
 - Hong Leong Bank
 - HSBC Bank
 - KFH
 - Maybank M2E
 - Maybank2U
 - OCBC Bank
 - Public Bank
 - RHB Bank
 - Standard Chartered

1

PROSES PEMBAYARAN – LANGKAH 3A

1. Sila pilih Bank.
2. Klik "Proceed".

Dear User,

Please be informed that your **Construction Personnel Registration** is completed successfully.
Please be informed that we (CIDB) received your payment successfully.

Refer to link below for Tax Invoice.

[LINK](#)

1

Thank you

Tujuan Pembayaran		Kuantiti	No. Rujukan	Jumlah (RM)
1. FI PENDAFTARAN PERSONEL BINAAN-1 TAHUN		1		35.00
2. FI PROSES PENDAFTARAN PERSONEL BINAAN		1		10.00
Keterangan:			Jumlah	35.00
			Tambah GST (0%)	0.00
Tiga Puluh Lima Ringgit Sahaja			Jumlah Keseluruhan (RM)	35.00
Cara Bayaran		Kaylar	Bayaran Online	

Resit ini adalah cetakan computer. Tandatangani tidak diperlukan. Sila gunakan No. Resit bagi urusan seterusnya

2

Nota:

1. Klik "**LINK**" untuk memuat turun resit rasmi pembayaran.
2. Paparan resit.

-TAMAT-



MANUAL PENGGUNA

PENDAFTARAN PERSONEL BINAAN PERMOHONAN PEMBAHARUAN WARGA ASING

ID MAJIKAN - KONTRAKTOR

Versi 1.0



ISI KANDUNGAN

<u>2.2.2.a PERMOHONAN PEMBAHARUAN PERSONAL BINAAN PEKERJA ASING - NOMBOR PASSPORT BARU</u>	03-24
<u>2.2.2.b PERMOHONAN PEMBAHARUAN PERSONAL BINAAN PEKERJA ASING - NOMBOR PASSPORT LAMA</u>	25-41

**PERMOHONAN PEMBAHARUAN
PERSONEL BINAAN PEKERJA ASING -
NOMBOR PASSPORT BARU**

Log masuk ke akaun CIDB anda



ID pengguna

2



Kata laluan diperlukan.

Kata laluan

Ingat Kata laluan

Log Masuk

3

Kontraktor Berdaftar

- Ada ID pengguna, dapatkan kata laluan CIMS anda
- Tiada ID pengguna atau cipta ID pengguna baru

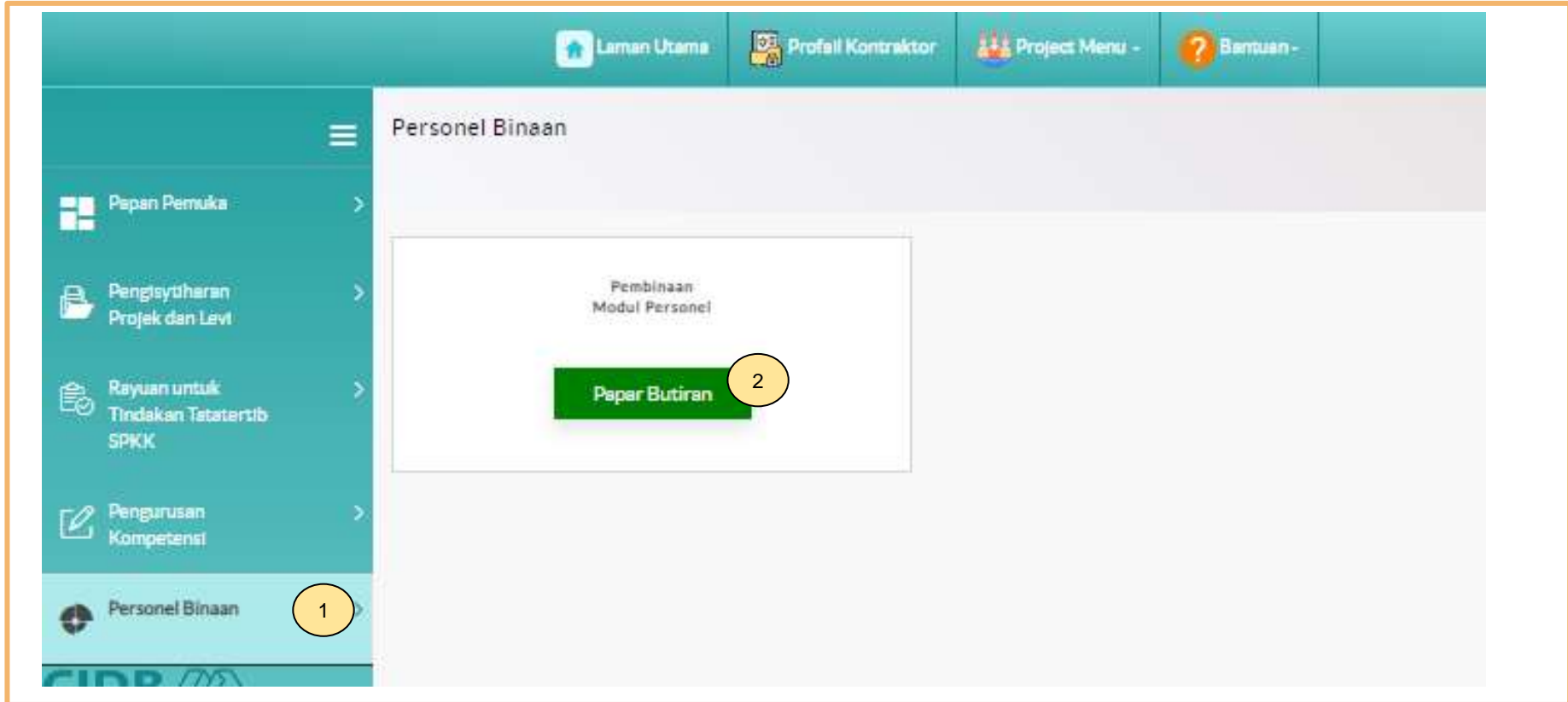
Daftar Baru

- Untuk kontraktor baru / Personel binaan baru / Penyelia latihan baru / Pelatih baru dan lain-lain
- Tidak menerima emel Pengaktifan? **New!**

Lupa ID pengguna? / Lupa kata laluan?

NOTA:

1. Layari laman sesawang Sistem CIMS CIDB > <https://cims.cidb.gov.my/smis/regcontractor/index.vbhtml>
2. Masukkan **ID Majikan** dan **Kata Laluan**.
3. Klik "**Log Masuk**".



1. Klik **Personel Binaan**.
2. Klik **Papar Butiran** pada menu **Pembinaan Modul Personel**.

The screenshot displays the CIDB Malaysia user interface. At the top, a navigation bar includes a user profile icon, a blacked-out name, and several menu items: Home, Butiran peribadi (highlighted with a yellow circle and the number 1), Kad Personel, Insurans Personel, Pekerja Asing, Ekspatriat, and Portal Kerja. Below the navigation bar, the 'Butiran peribadi' section contains seven cards. The 'DAFTAR PEKERJA ASING' card is highlighted in orange and shows a count of 479. The 'View Details' button on this card is circled in yellow with the number 2. Other cards include 'BUTIRAN PERSONEL TEMPATAN', 'BUTIRAN PERSONEL ASING', 'PERMOHONAN IMM13P', 'TAMBAH PERSONEL BINAAN TEMPATAN', 'PUSH EXISTING PB FOREIGN WORKERS DETAILS', and 'PERMOHONAN KEBENARAN KHAS'. The CIDB MALAYSIA logo is located in the bottom left corner.

1. Klik **Butiran peribadi**.
2. Klik **“View Details”** pada menu **Daftar Pekerja Asing**.

Butiran Pasport Personel

No Pendaftaran Syarikat :

Nama Syarikat :

Carian Butiran Pemegang Passport (JIM)

1

No Pasport*

No Pasport

Nama Pemegang Pasport*

Nama Pemegang Pasport

Jantina*


Tarikh Lahir*

Warganegara*

Carian Maklumat

Baru

2

 Please load image

Langkah 1:

1. Lengkapkan maklumat bertanda (*).
2. Klik “**Carian Maklumat**”.
3. Maklumat individu dipaparkan pada Jadual “**Butiran Pemegang Passport**”.

Butiran Pemegang Passport

1

No Passport*
Nama Pemegang Passport*

Jantina*
Tarikh Lahir*

Warganegara*

No Pas Sticker Terbaru*

Tarikh Tamat Pas*

Jenis Pas*
Sektor*

Simpan

3

2

4

Enter text to search...

#	No Passport	Nama Pemegang Passport	Tarikh Lahir	Warganegara	Tarikh Tamat Passport	No Pas	Tarikh Ter
96			15/05/1982	NEPAL	07/07/2024		04/11/20
96			15/08/1992	BANGLADESH	22/05/2023		22/05/20
96			24/09/1995	NEPAL	09/12/2019		09/12/20
96			14/04/1981	NEPAL	18/12/2021		18/12/20
96			20/11/1992	NEPAL	01/02/2023		01/02/20

Page 1 of 10 (479 items)

Langkah 2:

1. Semak maklumat yang sistem paparkan.
2. Pilih jenis pas dan sektor bagi pemegang passport tersebut.
3. Klik "Simpan".
4. Maklumat warga asing dipaparkan di jadual.

The screenshot displays the CIDB Malaysia dashboard. At the top, there is a navigation bar with a user profile icon, a blacked-out name, and several menu items: Home, Butiran peribadi (highlighted with a yellow circle containing the number 1), Kad Personel, Insurans Personel, Pekerja Asing, Ekspatriat, and Portal Kerja. Below the navigation bar, the main content area is titled "Butiran peribadi" and contains seven data cards. The "BUTIRAN PERSONEL ASING" card is highlighted with a green border and a yellow circle containing the number 2 over its "View Details" button. Other cards include "BUTIRAN PERSONEL TEMPATAN", "TAMBAH PERSONEL BINAAN TEMPATAN", "PUSH EXISTING PB FOREIGN WORKERS DETAILS", "DAFTAR PEKERJA ASING" (showing 434), and "PERMOHONAN IMM13P". The CIDB MALAYSIA logo is located in the bottom left corner.

Langkah 3:

1. Klik **Butiran peribadi**.
2. Klik "**View Details**" pada menu **Butiran Personel Asing**.

Create Foreign Personnel Detail List

No Pendaftaran Syarik:

Nama Syarik:

Bermula pada 20/7/2020, terdapat perubahan pada proses permohonan Baru Personel Binaan. Fi Proses akan dikenakan selepas permohonan dihantar. Sila rujuk Manual Pengguna untuk maklumat lanjut. [Manual Pengguna](#)

Select Paspport :*

1

Passport No :*

Passport Holder name :*

Old Passport No :

2

Sila masukkan no. pasport lama sekiranya pernah berdaftar sebagai personel binaan CIDB

3

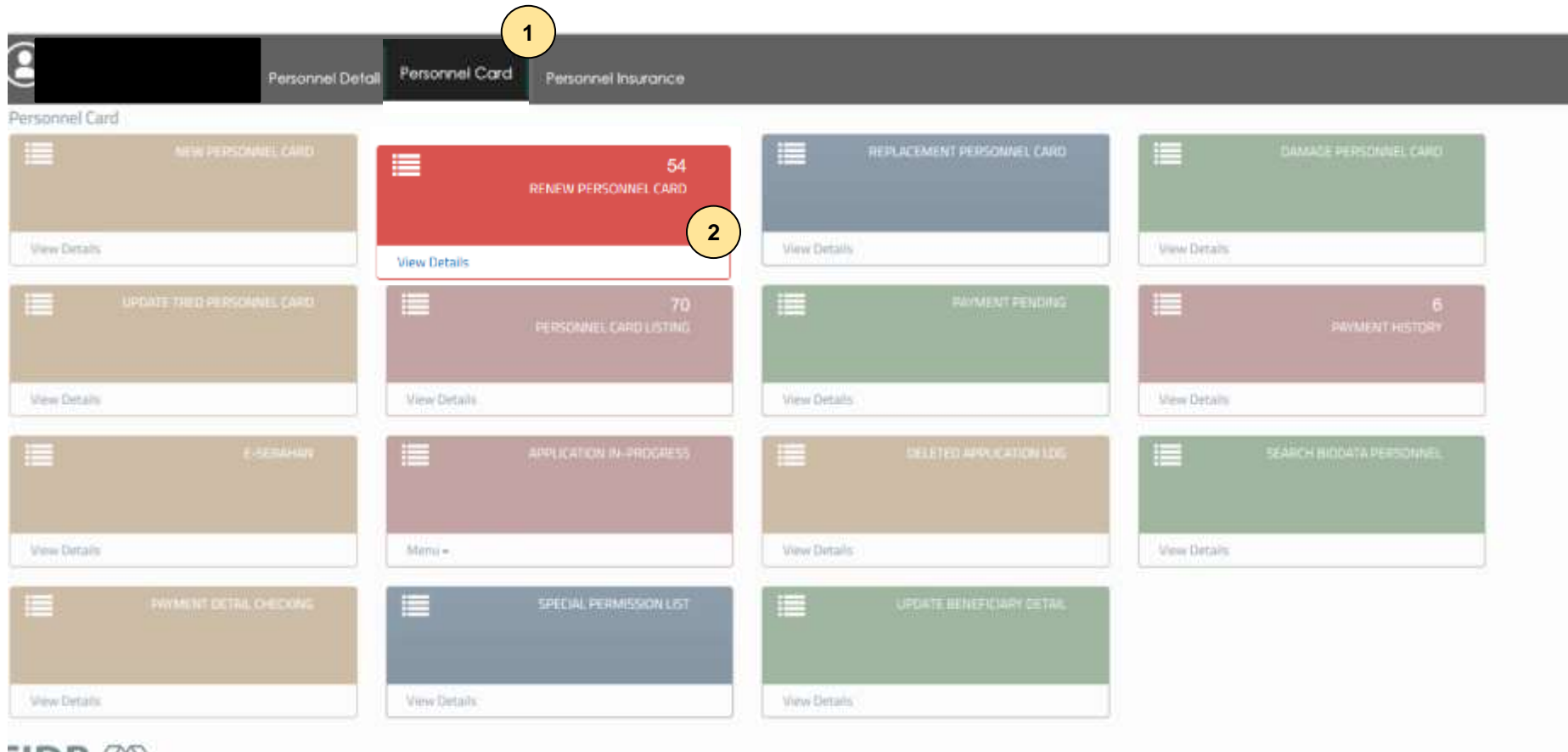
Sila klik butang padam untuk dikeluarkan dari senarai

#	Personal Details		
	Person Id	Person Name	Nationality
No data to display			
			Total : 0

4

Langkah 4:

1. Pilih pasport warga asing.
2. Masukkan no passport lama.
3. Klik "Add to List".
4. Klik "Save & Submit".



Langkah 5:

1. Klik **“Personnel Card”**.
2. Klik **“View Details”** pada menu **“Renew Personnel Card”**.

Applied for Construction Personnel Card (Foreign)

Company Registration No : _____ Company Name :

Click icon for each process to continue

Summary			Registration Process						
Tick for Payment	Passport No	Passport Holder Name (Applicant)	Personnel Information	Safety Certificate	Skilled Information	Beneficiary	Job Category & Trade Summary	Duration	Latest Card Expiry
	U2345612	AHMAD			1				

Langkah 6:

1. Berikut adalah paparan skrin bagi proses Permohonan Pembaharuan Personal Binaan.
2. Klik pada ikon untuk lengkapkan permohonan.

Safety Certificate

Company Registration No : Company Name :

1 2 3 4 5 6 7 8 9

Enter text to search...

Personnel Detail	
Applicant Identity No	Applicant Name
<input type="text"/>	<input type="text"/>

2a

1

Safety Certificate

Field with an asterisk (*) are mandatory

Applicant Name *

Safety Training Centre *

Course Date *

Certificate (Max File Size: 1 Megabyte) (jpg, jpeg, pdf file only)

Upload

2b

Next 3

TAB 3 – MAKLUMAT SIJIL/ PASPORT KESELAMATAN

1. Klik **+** dan lengkapkan maklumat sijil/ passport keselamatan.
2. Terdapat 2 opsyen bagi sijil/ passport keselamatan:
 - a) **Sijil SICW/ eSICW** - Maklumat **dipaparkan secara automatik bagi sijil SICW & eSICW**. Pemohon tidak perlu memuat naik sijil kursus.
 - b) **Sijil/ passport keselamatan yang diiktiraf CIDB - wajib** dimuat naik. Pilih jenis sijil/ passport keselamatan dan muat naik dokumen berkenaan. Klik **'ADD TO LIST'**. Senarai sijil keselamatan yang diiktiraf CIDB boleh dirujuk [di sini](#).
3. Klik **"NEXT"**.

Nota

Sila hubungi Pusat Latihan Bertauliah/Tenaga Pengajar bagi memastikan pengesahan kehadiran peserta jika maklumat tidak dipaparkan setelah menghadiri kursus **SICW/e-SICW**.

Academic Information

Company Registration No Company Name :

Maklumat ini tidak wajib , jika perlu baru isi
This information not mandatory , if required need to fill in.

1 2

Enter text to search...

Personnel Detail

Applicant Identity No	Applicant Name
+ []	[]

4

5

Back Next

Academic Information

Field with an asterisk () are mandatory

Applicant Name *

Education Course Type * Education Course *

Education Level * Education Course *

Certificate (Other File Size : 1 Mيجابايت) (.jpg, .png, .pdf file only)

Upload

3

1

TAB 4 – MAKLUMAT AKADEMIK

1. Klik **+** dan lengkapkan maklumat akademik.
2. Pilih dan muat naik sijil akademik berkaitan.
3. Klik **“ADD TO LIST”** untuk mengemaskini maklumat dan memuat naik dokumen.
4. Klik **“X”** untuk mengeluarkan/ membatalkan maklumat yang telah diisi.
5. Klik **“NEXT”**.

Skilled Information

Company Registration No :

Company Name :

Maklumat ini tidak wajib , jika perlu baru isi

This information not mandatory , if required need to fill in.

The screenshot shows a web interface for entering skilled information. At the top, there are fields for 'Company Registration No' and 'Company Name'. Below these, a blue text box states: 'Maklumat ini tidak wajib , jika perlu baru isi' and 'This information not mandatory , if required need to fill in.' A progress indicator at the top shows steps 1 through 9, with step 5 highlighted. The main form area contains a search bar, a table with columns 'Applicant Identity No' and 'Applicant Name', and a large empty area for listing skills. A modal window titled 'Skilled Information' is open, showing a form with the following fields: 'Choose the Applicant Name *' (text input), 'Skill Course *' (dropdown), 'Education Centre Type *' (dropdown), 'Education Centre *' (dropdown), and 'Certificate (Allow File Size : 1 Megabyte) .jpg .jpeg .pdf file only*' (file upload). A blue 'Browse...' button is next to the certificate field. At the bottom of the modal is a green 'Add to List' button. On the right side of the main form, there is an 'Add' button with a green plus icon. At the bottom of the main form, there are 'Back' and 'Next' buttons. Numbered callouts (1-5) point to the 'Add' button, the modal form, the 'Add to List' button, the 'Next' button, and the 'Next' button respectively.

TAB 5 - MAKLUMAT KEMAHIRAN

1. Klik **+** dan lengkapkan maklumat kemahiran.
2. Pilih dan muat naik sijil kemahiran berkaitan.
3. Klik **"ADD TO LIST"** untuk mengemaskini maklumat dan memuat naik dokumen.
4. Klik **"X"** untuk mengeluarkan/ membatalkan maklumat yang telah diisi.
5. Klik **"NEXT"**.

Job Category & Trade Summary

Company Registration No: Company Name:

1 2 3 4 5 6 7 8 9

Enter text to search...

Registered Personal Details

#	Category Type	Identity Type	Identity No	Name	Job Category (System Generated)	Tred List	System Message (if any)
	Identification Card	Personal Binaan					

Back Next 3

TAB 6 – PENGESYORAN KATEGORI PEKERJAAN & TRED

1. Maklumat “**Job Category**” & “**Tred List**” berdasarkan kelayakan akademik dan kemahiran.
2. Sila semak semula proses terdahulu jika tiada “**Next**” pada paparan ini.
3. Klik “**Next**”.

Beneficiary

Company Registration No : Company Name :

1 2

Enter text to search...

Personnel Detail	
Applicant Identity No	Applicant Name
+ []	[]

Back Next 3

Beneficiary

Field with an asterisk () are mandatory*

Applicant Name *
[]

Beneficiary Relation Type *
[]


Beneficiary ID (Passport No/Mykad No) * Beneficiary Name * Beneficiary Contact No *
 [] [] []

Beneficiary Address *
[]

Add to list 2

Add 1

TAB 7 – MAKLUMAT BENEFISIARI

1. Klik  dan lengkapkan maklumat benefisiari.
2. Klik "Add to List".
3. Klik "Next".

Company Registration No :

Company Name :



Enter text to search...

Registered Personal Details

Category Type	Identity Type	Identity No	Name	Duration (Year)
Passport	Personal Binaan			1

1

Tarikh Tamat Pendaftaran Personel Binaan diselaraskan mengikut Tarikh Tamat Kerja yang ditetapkan oleh Jabatan Imigresen Malaysia

The Expiry Date for the Construction Personnel Registration is adjusted accordingly to the Expiry Date of the Work Permit as determined by the Immigration Department of Malaysia

Back Finish 2

TAB 8 - TEMPOH PENDAFTARAN

1. Tarikh luput adalah berdasarkan maklumat Jabatan Imigresen Malaysia (JIM).
2. Klik **“Finish”**.

Applied for Construction Personnel Card

Company Registration No :

Company Name :

Click icon for each process to continue

Summary			Registration Process								
Tick for Payment	Applicant Identity No	Applicant Name	Personnel Information	Employer/ Self-employed	Safety Certificate	Academic Information	Skilled Information	Beneficiary	Job Category & Trade Summary	Duration	Latest Card Expiry
<input checked="" type="checkbox"/>											19/12/2024

Sila klik butang payment untuk teruskan dengan skrin bayaran.

Payment

PROSES PEMBAYARAN – LANGKAH 1

1. Klik ✓ .
2. Klik “Payment”.

Declaration & Payment

Insurance : ZURICH TAKAFUL MALAYSIA BERHAD (ZTMB) Collection Mode : Alamat Majikan Registered Address : 1

Tel No for Postage purpose : No.Tel/Handphone

This address refers to the employer's mailing address

Registered Personal Details				Card Detail		
Category Type	Identity Type	Identity No	Name	Duration(Year)	Expiry date	Fees
Identification Card	Personal Binaan			1	19/12/2024	25

Note: Card Printing not required for Construction Personnel for 2nd Time and onwards Application.

I hereby acknowledge that all the information and documents declared on this system is true, correct and complete. If the information submitted is found to be untrue, incorrect or incomplete, I agree to be subjected by CIDB. 2

Total Processing Fees (RM)	Total Registration Fees (RM)	Total Need to Pay (RM)
10.00	25.00	35.00

Payment Type : 3

PILIHAN PENGEPOSAN DAN BAYARAN

1. Pemohon boleh membuat pilihan pengeposan/ Collection Mode:
 - a) **Alamat majikan** – alamat majikan di Sistem CIMS.
 - b) **CIDB Negeri/ Cawangan** – di Sabah/ Sarawak sahaja.
2. Semak maklumat yang dipaparkan dan tanda (/) pada kotak **“Disclaimer Agreement”**.
3. Klik **“Confirm Payment”** untuk proses pembayaran secara atas talian.

PROFORMA INVOICE					
MAT BIN KILAU LOT 111 JALAN KILAU HILIR MELAKA 12345 MELAKA			Proforma Invoice No : Proforma Invoice Date : 09/06/2022 Due Date : 19/06/2022 Reference No : Receipt No :		
#	Description	Qty	Unit Price (RM)	Discount (RM)	Amount (RM)
1	FI PENDAFTARAN PERSONEL BINAAN - 2 TAHUN	1	50.00	0.00	50.00
2	FI PROSES PENDAFTARAN PERSONEL BINAAN	1	10.00	0.00	10.00
				Total (RM)	60.00
				GST 0.00 %	0.00
				Total Amount (RM)	60.00

***Remarks:**

FPX (B2C) - Retails/Individual Account
 FPX (B2B1) - Corporate Account (min RM 1,000)
 CCX - Credit/Debit Card

Payment Option

- Select --
- FPX (B2C)
- Credit / Debit Card

Proceed with Payment

PROSES PEMBAYARAN – LANGKAH 1

1. Sila pilih kaedah pembayaran:
 - a) Langkah 3A proses pembayaran secara FPX.
2. Klik '**Proceed with Payment**'.

VIP1

< virtual internet payment >



Amount MYR60.00

Bank List

Customer Email

Back

Terms & Conditions: By clicking on the "Proceed"

Owned by CID

- Please Select a Bank
- Please Select a Bank
- *** New Bank *** (Offline)
- Affin Bank
 - Agrobank
 - Alliance Bank
 - AmBank
 - Bank Islam
 - Bank Muamalat
 - Bank Rakyat
 - BSN
 - CIMB Clicks
 - Hong Leong Bank
 - HSBC Bank
 - KFH
 - Maybank M2E
 - Maybank2U
 - OCBC Bank
 - Public Bank
 - RHB Bank
 - Standard Chartered

1

PROSES PEMBAYARAN – LANGKAH 3A

1. Sila pilih Bank.
2. Klik 'Proceed'.

Dear User,

Please be informed that your **Construction Personnel Registration** is completed successfully.
Please be informed that we (CIDB) received your payment successfully.

Refer to link below for Tax Invoice.

[LINK](#)

1

Thank you

Tujuan Pembayaran		Kuantiti	No. Rujukan	Jumlah (RM)
1. FI PENDAFTARAN PERSONEL BINAAN-1 TAHUN		1		35.00
2. FI PROSES PENDAFTARAN PERSONEL BINAAN		1		10.00
Keterangan:		Jumlah		35.00
		Tambah GST (0%)		0.00
Tiga Puluh Lima Ringgit Sahaja		Jumlah Keseluruhan (RM)		35.00
Cara Bayaran		Kaylar		Bayaran Online

Resit ini adalah cetakan computer. Tandatangani tidak diperlukan. Sila gunakan No. Resit bagi urusan seterusnya

2

Nota:

1. Klik "**LINK**" untuk memuat turun resit rasmi pembayaran.
2. Paparan resit.

-TAMAT-

**PERMOHONAN PEMBAHARUAN
PERSONEL BINAAN PEKERJA ASING -
NOMBOR PASSPORT LAMA**

The screenshot shows a web application interface with a navigation bar at the top. The navigation bar includes a user profile icon, a black redaction box, and several menu items: Home, Butiran peribadi, Kad Personel (highlighted with a yellow circle and the number 1), Insurans Personel, Pekerja Asing, Ekspatriat, and Portal Kerja. Below the navigation bar, the main content area is titled 'Kad Personel' and contains a grid of 12 cards. Each card has a title, a 'View Details' link, and some have a numerical value in the top right corner. The 'PEMBAHARUAN KAD PERSONEL' card is highlighted in red and has a yellow circle with the number 2 over its 'View Details' link. Other cards include: KAD PERSONEL BARU, GANTIAN KAD PERSONEL, KEROSAKAN KAD PERSONEL, KEMASKINI TRED KAD PERSONEL, SENARAI KAD PERSONEL (717), PEMBAYARAN BELUM SELESAI, PEMBAYARAN SELESAI (908), E-SERAHAN, APPLICATION IN-PROGRESS, LOG PERMOHONAN DIBATALKAN, SEARCH BIODATA PERSONNEL, PAYMENT DETAIL CHECKING, SENARAI KEBENARAN KHAS, and KEMASKINI BUTIRAN PEWARIS.

Langkah 1:

1. Klik **Kad Personel**.
2. Klik **“View Details”** pada menu **Pembaharuan Kad Personel**.

Pembaharuan Kad Personel Binaan

No Pendaftaran Syarikat:

Nama Syarikat

1

Foreigner IMM13P

Tandakan pada kota semakan dah klik butang teruskan bagi meneruskan proses pembaharuan

Enter text to search...

Construction Personal Card Details

Renew	Person Id	Person Name	Card No	Card Expiry	Job Category
JIM Sync	U2345678	MUHAMMAD AIMAN		11/03/2021	PEKERJA BINAAN AM
JIM Sync	U2345678	MUHAMMAD AIMAN		13/10/2018	PEKERJA BINAAN AM
JIM Sync	U2345678	MUHAMMAD AIMAN		12/01/2019	PEKERJA BINAAN AM
JIM Sync	U2345678	MUHAMMAD AIMAN		22/05/2023	PEKERJA BINAAN AM

Page 1 of 5 (440 items) < [1] 2 3 4 5 >

Apply

3







Langkah 1:

1. Klik "Foreigner"
2. Klik "JIM Sync".
3. Klik "Apply".


Renew Construction Personnel Card

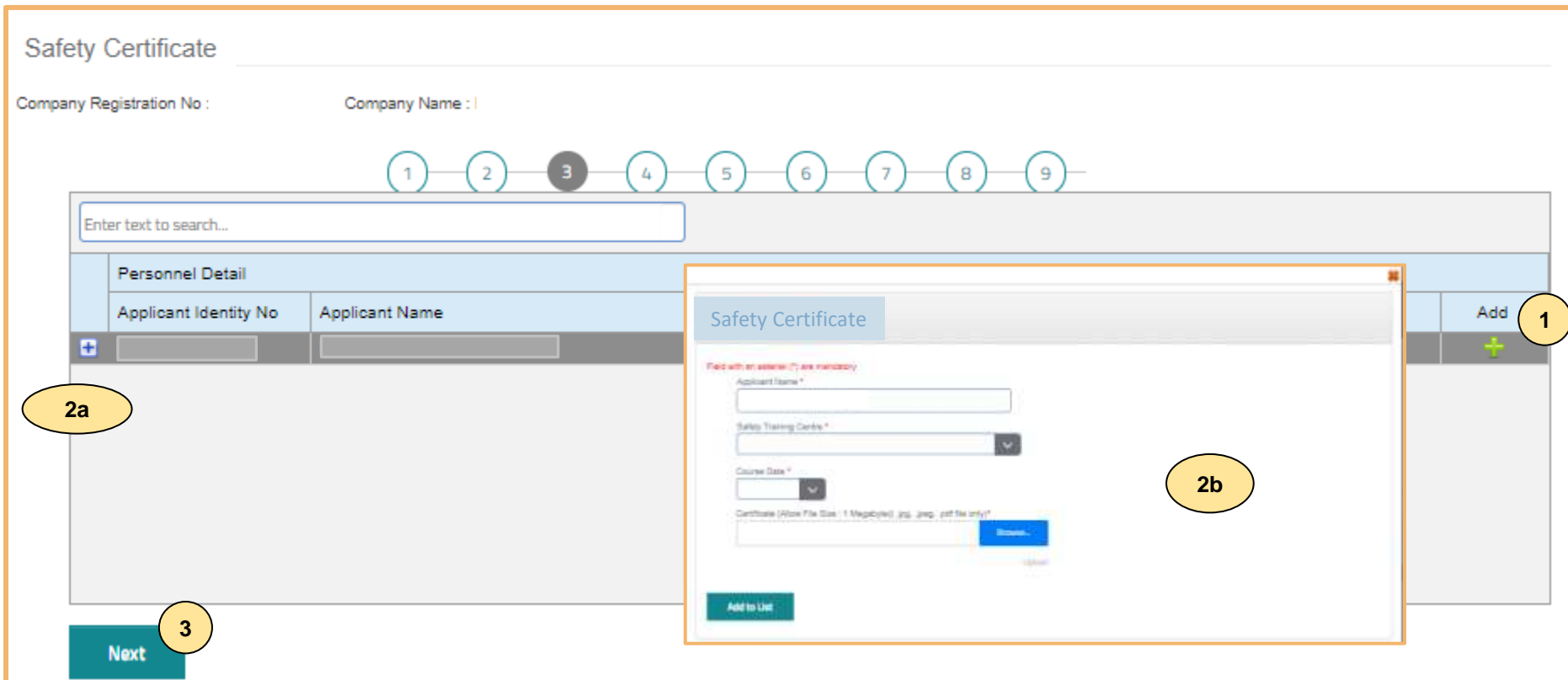
Company Registration No : Company Name :

Click icon for each process to continue

Summary			Registration Process						
Tick for Payment	Passport No	Passport Holder Name (Applicant)	Personnel Information	Safety Certificate	Skilled Information	Beneficiary	Job Category & Trade Summary	Duration	Latest Card Expiry
	U2345612	AHMAD							

Langkah 2:

1. Berikut adalah paparan skrin bagi proses Permohonan Pembaharuan Personel Binaan.
2. Klik pada ikon  dan lengkapkan permohonan.



TAB 3 – MAKLUMAT SIJIL/ PASPORT KESELAMATAN

1. Klik **+** dan lengkapkan maklumat sijil/ passport keselamatan.
2. Terdapat 2 opsyen bagi sijil/ passport keselamatan:
 - a) **Sijil SICW/ eSICW** - Maklumat **dipaparkan secara automatik bagi sijil SICW & eSICW**. Pemohon tidak perlu memuat naik sijil kursus.
 - b) **Sijil/ passport keselamatan yang diiktiraf CIDB - WAJIB** dimuat naik. Pilih jenis sijil/ passport keselamatan dan muat naik dokumen berkenaan. Klik **'ADD TO LIST'**. Senarai sijil keselamatan yang diiktiraf CIDB boleh dirujuk [di sini](#).
3. Klik **"NEXT"**.

Nota

Sila hubungi Pusat Latihan Bertauliah/Tenaga Pengajar bagi memastikan pengesahan kehadiran peserta jika maklumat tidak dipaparkan setelah menghadiri kursus **SICW/e-SICW**.

Academic Information

Company Registration No Company Name :

Maklumat ini tidak wajib , jika perlu baru isi
This information not mandatory , if required need to fill in.

Enter text to search...

Personnel Detail	
Applicant Identity No	Applicant Name
+ []	[]

Back Next

Academic Information

Field with an asterisk () are mandatory

Applicant Name *

Education Center Type * Education Center *

Education Level * Education Course *

Certificate (Other File Size : 1 Megabyte(.jpg, .png, .pdf file only) *

Upload

Add to List

TAB 4 – MAKLUMAT AKADEMIK

1. Klik **+** dan lengkapkan maklumat akademik.
2. Pilih dan muat naik sijil akademik berkaitan.
3. Klik **“ADD TO LIST”** untuk mengemaskini maklumat dan memuat naik dokumen.
4. Klik **“X”** untuk mengeluarkan/ membatalkan maklumat yang telah diisi.
5. Klik **“NEXT”**.

Skilled Information

Company Registration No : Company Name :

Maklumat ini tidak wajib , jika perlu baru isi

This information not mandatory , if required need to fill in.

The screenshot shows a web interface for entering skilled information. At the top, there are fields for 'Company Registration No' and 'Company Name'. Below these, a blue text box states: 'Maklumat ini tidak wajib , jika perlu baru isi' and 'This information not mandatory , if required need to fill in.' A progress indicator at the top shows steps 1 through 9, with step 5 highlighted. The main form area is divided into two sections. The left section, labeled 'Personnel Detail', has a table with columns 'Applicant Identity No' and 'Applicant Name'. A plus sign icon is next to the table, and a circled '4' points to it. Below the table are 'Back' and 'Next' buttons, with a circled '5' pointing to the 'Next' button. The right section, titled 'Skilled Information', contains several fields: 'Choose the Applicant Name *' (with a circled '1' pointing to a plus sign icon), 'Skill Course *' (with a circled '2' pointing to a dropdown menu), 'Education Centre Type *' and 'Education Centre *' (with a circled '2' pointing to a dropdown menu), and 'Certificate (Allow File Size: 1 Megabyte).jpg, jpeg, pdf file only*' (with a circled '3' pointing to an 'Upload' button). At the bottom of this section is an 'Add to List' button (with a circled '3' pointing to it) and a close button (with a circled '4' pointing to it).

TAB 5 - MAKLUMAT KEMAHIRAN

1. Klik dan muat naik sijil kemahiran berkaitan.
2. Pilih dan muat naik sijil kemahiran berkaitan.
3. Klik **“ADD TO LIST”** untuk mengemaskini maklumat dan memuat naik dokumen.
4. Klik **“X”** untuk mengeluarkan/ membatalkan maklumat yang telah diisi.
5. Klik **“NEXT”**.

Nota

Maklumat ini adalah **TIDAK WAJIB**.

Job Category & Trade Summary

Company Registration No :

Company Name :

1 2 3 4 5 6 7 8 9

Enter text to search...

Registered Personal Details

#	Category Type	Identity Type	Identity No	Name	Job Category (System Generated)	Tred List	System Message (if any)
	Identification Card	Personal Binaan			PENJURUS PROJEK BINAAN	581.AA02.ADM2.ADM5	

1

Back Next 3

TAB 6 – PENGESYORAN KATEGORI PEKERJAAN & TRED

1. Maklumat “**Job Category**” & “**Tred List**” berdasarkan kelayakan akademik dan kemahiran.
2. Sila semak semula proses terdahulu jika tiada “**Next**” pada paparan ini.
3. Klik “**Next**”.

Beneficiary

Company Registration No : Company Name :

1 2

Enter text to search...

Personnel Detail	
Applicant Identity No	Applicant Name
+ []	[]

Back Next 3

Beneficiary

Field with an asterisk () are mandatory*

Applicant Name *
[]

Beneficiary Relation Type *
[]


Beneficiary ID (Passport No/Mykad No) * Beneficiary Name * Beneficiary Contact No *
 [] [] []

Beneficiary Address *
[]

Add to list 2

Add 1

TAB 7 – MAKLUMAT BENEFISIARI

1. Klik  dan lengkapkan maklumat benefisiari.
2. Klik "Add to List".
3. Klik "Next".

Company Registration No :

Company Name :



Enter text to search...

Registered Personal Details

Category Type	Identity Type	Identity No	Name	Duration (Year)
Passport	Personal Binaan			1

1

Tarikh Tamat Pendaftaran Personel Binaan diselaraskan mengikut Tarikh Tamat Kerja yang ditetapkan oleh Jabatan Imigresen Malaysia

The Expiry Date for the Construction Personnel Registration is adjusted accordingly to the Expiry Date of the Work Permit as determined by the Immigration Department of Malaysia

Back Finish 2

TAB 8 - TEMPOH PENDAFTARAN

1. Tempoh luput adalah berdasarkan maklumat Jabatan Imigresen Malaysia (JIM).
2. Klik **“Finish”**.

Applied for Construction Personnel Card

Company Registration No : 934628H

Company Name : MMC GAMUDA KVMRT (T) SDN. BHD

Click icon for each process to continue

Summary			Registration Process								
Tick for Payment	Applicant Identity No	Applicant Name	Personnel Information	Employer/ Self-employed	Safety Certificate	Academic Information	Skilled Information	Beneficiary	Job Category & Trade Summary	Duration	Latest Card Expiry
<input checked="" type="checkbox"/>											19/12/2024

Sila klik butang payment untuk teruskan dengan skrin bayaran.

Payment

PROSES PEMBAYARAN – LANGKAH 1

1. Klik ✓ .
2. Klik “Payment”.

Insurance : ZURICH TAKAFUL MALAYSIA BERHAD (ZTMB) Collection Mode : Alamat Majikan

Registered Address : 1

Tel No for Postage purpose : No.Tel/Handphone

This address refers to the employer's mailing address

Registered Personal Details						
Category Type	Identity Type	Identity No	Name	Card Detail		
				Duration(Year)	Expiry date	Fees
Identification Card	Personal Binaan			1	19/12/2024	25

Note: Card Printing not required for Construction Personnel for 2nd Time and onwards Application.

I hereby acknowledge that all the information and documents declared on this system is true, correct and complete. If the information submitted is found to be untrue, incorrect or incomplete, I agree to be subjected by CIDB.

2

Total Processing Fees (RM)	Total Registration Fees (RM)	Total Need to Pay (RM)
10.00	25.00	35.00

Payment Type : 3

TAB 9 – BAYARAN

1. **Tiada cetakan kad bagi permohonan pembaharuan ini.** Sistem akan memaparkan notifikasi jika permohonan pembaharuan adalah kali yang ke-1 dan seterusnya di Sistem CIMS.
2. Semak maklumat yang dipaparkan dan klik (/) pada kotak **“Disclaimer Agreement”**.
3. Klik **“Confirm Payment”** untuk proses pembayaran secara atas talian.

Online Payment

Online Payment

1

Applicant Id:

Applicant Name:

Total Amount (RM) :60

Proceed

2

PROSES PEMBAYARAN – LANGKAH 3

1. Sila pastikan maklumat pemohon betul.
2. Klik '**Proceed**'.

PROFORMA INVOICE					
MAT BIN KILAU LOT 111 JALAN KILAU HILIR MELAKA 12345 MELAKA			Proforma Invoice No : Proforma Invoice Date : 09/06/2022 Due Date : 19/06/2022 Reference No : Receipt No :		
#	Description	Qty	Unit Price (RM)	Discount (RM)	Amount (RM)
1	FI PENDAFTARAN PERSONEL BINAAN - 2 TAHUN	1	50.00	0.00	50.00
2	FI PROSES PENDAFTARAN PERSONEL BINAAN	1	10.00	0.00	10.00
				Total (RM)	60.00
				GST 0.00 %	0.00
				Total Amount (RM)	60.00

***Remarks:**

FPX (B2C) - Retails/Individual Account
 FPX (B2B1) - Corporate Account (min RM 1,000)
 CCX - Credit/Debit Card

Payment Option

- Select --
- FPX (B2C)
- Credit / Debit Card

Proceed with Payment

PROSES PEMBAYARAN – LANGKAH 1

1. Sila pilih kaedah pembayaran:
 - a) Langkah 3A proses pembayaran secara FPX.
2. Klik '**Proceed with Payment**'.

VIP1

< virtual internet payment >



Amount MYR60.00

Bank List

Customer Email

Back

Terms & Conditions: By clicking on the "Proceed"

Owned by CID

- Please Select a Bank
- Please Select a Bank
- *** New Bank *** (Offline)
- Affin Bank
 - Agrobank
 - Alliance Bank
 - AmBank
 - Bank Islam
 - Bank Muamalat
 - Bank Rakyat
 - BSN
 - CIMB Clicks
 - Hong Leong Bank
 - HSBC Bank
 - KFH
 - Maybank M2E
 - Maybank2U
 - OCBC Bank
 - Public Bank
 - RHB Bank
 - Standard Chartered

1

PROSES PEMBAYARAN – LANGKAH 3A

1. Sila pilih Bank.
2. Klik 'Proceed'.

Dear User,

Please be informed that your **Construction Personnel Registration** is completed successfully.
Please be informed that we (CIDB) received your payment successfully.

Refer to link below for Tax Invoice.

[LINK](#)

1

Thank you

Tujuan Pembayaran		Kuantiti	No. Rujukan	Jumlah (RM)
1. FI PENDAFTARAN PERSONEL BINAAN-1 TAHUN		1		35.00
2. FI PROSES PENDAFTARAN PERSONEL BINAAN		1		10.00
Keterangan:		Jumlah		35.00
		Tambah GST (0%)		0.00
Tiga Puluh Lima Ringgit Sahaja		Jumlah Keseluruhan (RM)		35.00
Cara Bayaran		Kaylar		Bayaran Online

Resit ini adalah cetakan computer. Tandatangani tidak diperlukan. Sila gunakan No. Resit bagi urusan seterusnya

2

Nota:

1. Klik "**LINK**" untuk memuat turun resit rasmi pembayaran.
2. Paparan resit.

-TAMAT-



MANUAL PENGGUNA

PENDAFTARAN PERSONEL BINAAN PERMOHONAN PEMBAHARUAN IMM13P

ID MAJIKAN - KONTRAKTOR

PERMOHONAN IMM13P TERHAD KEPADA
KONTRAKTOR DI SABAH SAHAJA

Versi 1.0



Log masuk ke akaun CIDB anda



ID pengguna

2



Kata laluan diperlukan.

Kata laluan

Ingat Kata laluan

Log Masuk

3

Kontraktor Berdaftar

- Ada ID pengguna, dapatkan kata laluan CIMS anda
- Tiada ID pengguna atau cipta ID pengguna baru

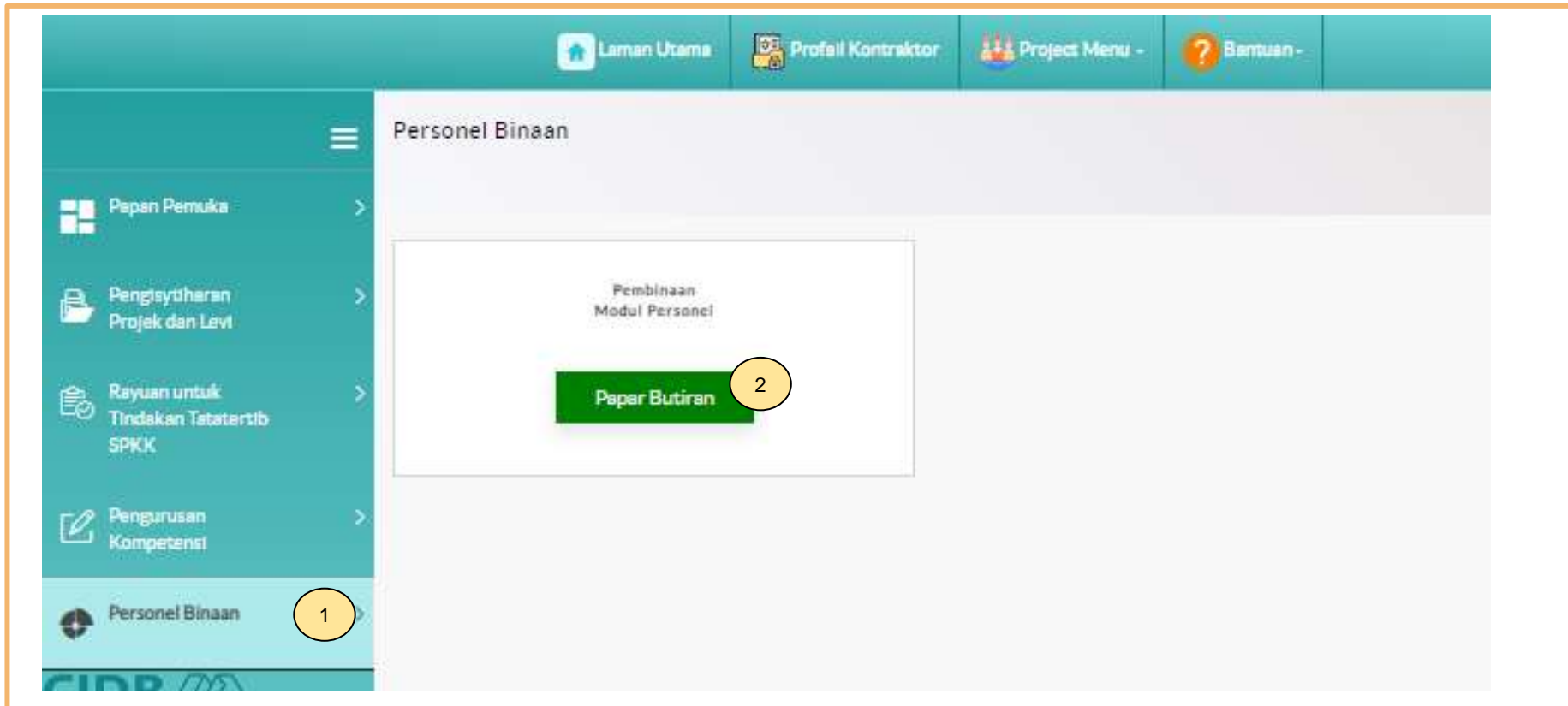
Daftar Baru

- Untuk kontraktor baru / Personel binaan baru / Penyelia latihan baru / Pelatih baru dan lain-lain
- Tidak menerima emel Pengaktifan? **New!**

Lupa ID pengguna? / Lupa kata laluan?

NOTA:

1. Layari laman sesawang Sistem CIMS CIDB > <https://cims.cidb.gov.my/smis/regcontractor/index.vbhtml>
2. Masukkan **ID Majikan** dan **Kata Laluan**.
3. Klik "**Log Masuk**".





1. Klik **Personel Binaan**.
2. Klik **Papar Butiran** pada menu **Pembinaan Modul Personel**.

The screenshot shows a web application interface for 'Kad Personel'. At the top, there is a navigation bar with a user profile icon, a black redaction box, and several menu items: Home, Butiran perbadi, Kad Personel (highlighted with a yellow circle and the number 1), Insurans Personel, Pekerja Asing, Ekspatriat, and Portal Kerja. Below the navigation bar, the main content area is titled 'Kad Personel' and contains a grid of 12 cards. Each card has a title, a 'View Details' link, and some have a numerical value. The 'PEMBAHARUAN KAD PERSONEL' card (red) has a value of 380 and is highlighted with a yellow circle and the number 2. Other cards include 'KAD PERSONEL BARU', 'GANTIAN KAD PERSONEL', 'KEROSAKAN KAD PERSONEL', 'KEMASKINI TRED KAD PERSONEL', 'SENARAI KAD PERSONEL' (717), 'PEMBAYARAN BELUM SELESAI', 'PEMBAYARAN SELESAI' (908), 'E-SERAHAN', 'APPLICATION IN-PROGRESS', 'LOG PERMOHONAN DIBATALKAN', 'SEARCH BIODATA PERSONNEL', 'PAYMENT DETAIL CHECKING', 'SENARAI KEBENARAN KHAS', and 'KEMASKINI BUTIRAN PEWARIS'.

1. Klik **Kad Personel**.
2. Klik **“View Details”** pada menu **Pembaharuan Kad Personel**.

Company Registration No :

Company Name :

 4
Renew Application In-Progress
[View Details](#) 

Local Foreigner IMM13P

1

Tick on Checkbox and click on Continue button to proceed with Renew process

Enter text to search...

Construction Personal Card Details

Renew	Person Id	Person Name	Card No	Card Expiry	Job Category
<input type="checkbox"/>			1911225NPL2100420617	02/04/2023	PEKERJA BINAAN AM
<input type="checkbox"/>			1820306NPL1800251153	17/04/2023	PEKERJA BINAAN AM
<input type="checkbox"/>			1831208NPL1800179634	02/04/2023	PEKERJA BINAAN AM

Apply

3

1. Klik **"IMM13P"**.
2. Tandakan (/) pada personel yang ingin diperbaharui permohonan.
3. Klik **"Apply"**.

Renew Construction Personnel Card

Company Registration No : Company Name :

Click icon for each process to continue

Summary			Registration Process						
Tick for Payment	Passport No	Passport Holder Name (Applicant)	Personnel Information	Safety Certificate	Skilled Information	Beneficiary	Job Category & Trade Summary	Duration	Latest Card Expiry
	U2345612	AHMAD							

1. Berikut adalah paparan skrin bagi proses Permohonan Pembaharuan Pendaftaran Personal Binaan.
2. Klik pada ikon untuk lengkapkan permohonan.

Safety Certificate

Company Registration No :

Company Name :



Enter text to search...

Personnel Detail	
Applicant Identity No	Applicant Name
<input type="text"/>	<input type="text"/>
<input type="button" value="Add"/>	

2a

Safety Certificate


Field with an asterisk (*) are mandatory

Applicant Name *

Safety Training Course *
Course Date *
Certificate (Max File Size : 1 Megabyte) (jpg, jpeg, pdf file only)
 2b

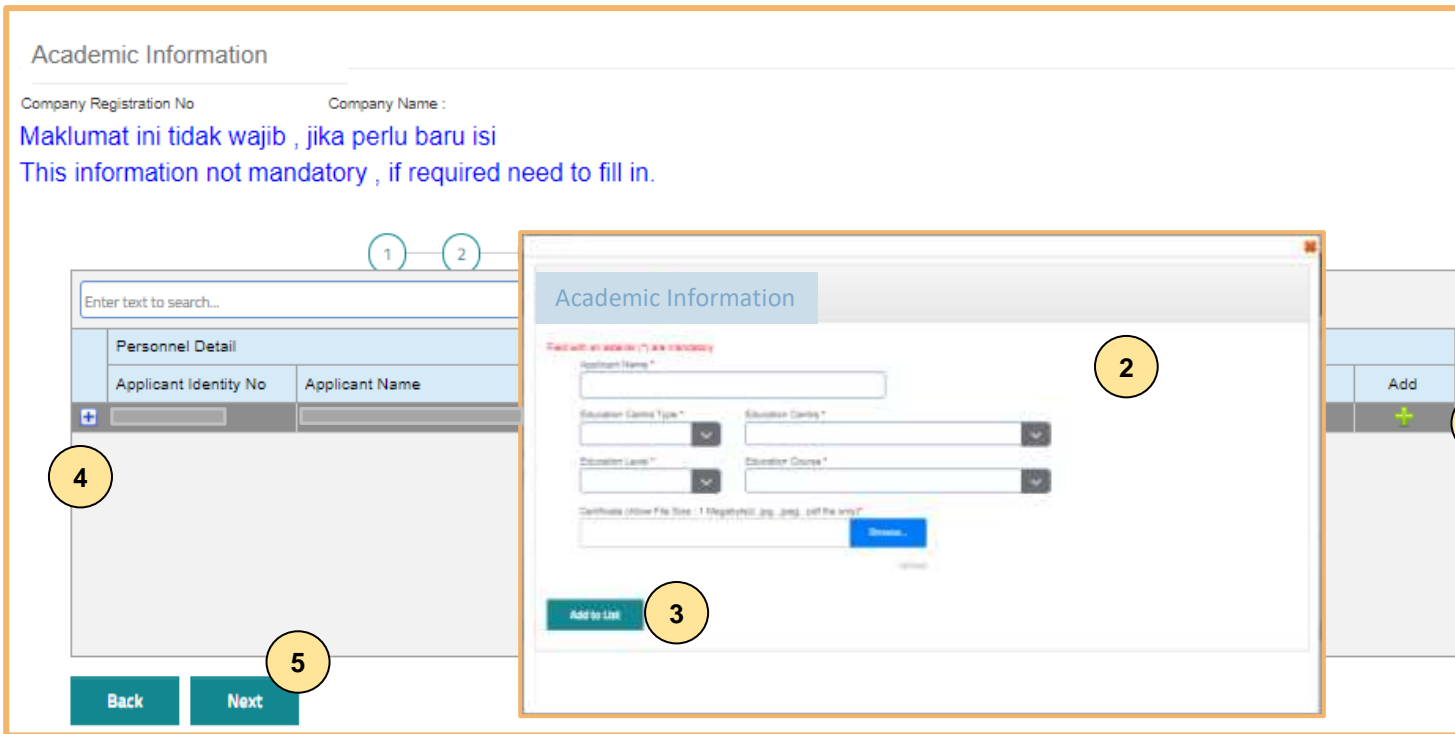
3

TAB 3 – MAKLUMAT SIJIL/ PASPORT KESELAMATAN


1. Klik  dan lengkapkan maklumat sijil/ passport keselamatan.
2. Terdapat 2 opsyen bagi sijil/ passport keselamatan:
 - a) **Sijil SICW/ eSICW** - Maklumat **dipaparkan secara automatik bagi sijil SICW & eSICW**. Pemohon tidak perlu memuat naik sijil kursus.
 - b) **Sijil/ passport keselamatan yang diiktiraf CIDB - wajib** dimuat naik. Pilih jenis sijil/ passport keselamatan dan muat naik dokumen berkenaan. Klik **'ADD TO LIST'**. Senarai sijil keselamatan yang diiktiraf CIDB boleh dirujuk [di sini](#).
3. Klik **"NEXT"**.

Nota

Sila hubungi Pusat Latihan Bertauliah/Tenaga Pengajar bagi memastikan pengesahan kehadiran peserta jika maklumat tidak dipaparkan setelah menghadiri kursus **SICW/e-SICW**.



TAB 4 – MAKLUMAT AKADEMIK

1. Klik  dan lengkapkan maklumat akademik.
2. Pilih dan muat naik sijil akademik berkaitan.
3. Klik **“ADD TO LIST”** untuk mengemaskini maklumat dan memuat naik dokumen.
4. Klik **“X”** untuk mengeluarkan/ membatalkan maklumat yang telah diisi.
5. Klik **“NEXT”**.

Skilled Information

Company Registration No :

Company Name :

Maklumat ini tidak wajib , jika perlu baru isi

This information not mandatory , if required need to fill in.

The screenshot shows a web interface for entering skilled information. At the top, there are fields for 'Company Registration No' and 'Company Name'. Below these, a blue text box states: 'Maklumat ini tidak wajib , jika perlu baru isi' and 'This information not mandatory , if required need to fill in.' A progress bar at the top indicates steps 1 through 9, with step 5 highlighted. The main form area is divided into two sections. The left section, labeled 'Personnel Detail', contains a table with columns 'Applicant Identity No' and 'Applicant Name'. A plus sign icon is visible in the bottom left of this section, labeled with a yellow circle '4'. The right section, titled 'Skilled Information', contains several form fields: 'Choose the Applicant Name' (with a dropdown arrow), 'Skill Course' (with a dropdown arrow), 'Education Centre Type' (with a dropdown arrow), and 'Education Centre' (with a dropdown arrow). Below these is a file upload field for 'Certificate (Allow File Size : 1 Megabyte) .jpg .jpeg .pdf file only' with a blue 'Browse...' button. At the bottom of this section is a green 'Add to List' button, labeled with a yellow circle '3'. To the right of the main form is a vertical sidebar with an 'Add' button and a plus sign icon, labeled with a yellow circle '1'. At the bottom of the page are 'Back' and 'Next' buttons, with the 'Next' button labeled with a yellow circle '5'.

TAB 5 - MAKLUMAT KEMAHIRAN

1. Klik **+** dan lengkapkan maklumat kemahiran.
2. Pilih dan muat naik sijil kemahiran berkaitan.
3. Klik **"ADD TO LIST"** untuk mengemaskini maklumat dan memuat naik dokumen.
4. Klik **"X"** untuk mengeluarkan/ membatalkan maklumat yang telah diisi.
5. Klik **"NEXT"**.

Company Registration No :

Company Name :



Enter text to search...

Registered Personal Details

#	Category Type	Identity Type	Identity No	Name	Job Category (System Generated)	Tred List	System Message (if any)
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	IMM13P	Personal Binaan	IP12345	AHMAD	PEKERJA BINAAN AM	CGW0	
	IMM13P	Personal Binaan	IP1234678	AMAN	PEKERJA BINAAN AM	CGW0	

TAB 6 – PENGESYORAN KATEGORI PEKERJAAN & TRED

1. Maklumat “**Job Category**” & “**Tred List**” berdasarkan kelayakan akademik dan kemahiran.
2. Sila semak semula proses terdahulu jika tiada “**Next**” pada paparan ini.
3. Klik “**Next**”.

Beneficiary

Company Registration No : Company Name :

1 2

Enter text to search...

Personnel Detail	
Applicant Identity No	Applicant Name
+ []	[]

Back Next 3

Beneficiary

Field with an asterisk () are mandatory*

Applicant Name *
[]

Beneficiary Relation Type *
[]


Beneficiary ID (Passport No/Mykad No) * Beneficiary Name * Beneficiary Contact No *
 [] [] []

Beneficiary Address *
[]

Add to list 2

Add 1

TAB 7 – MAKLUMAT BENEFISIARI

1. Klik  dan lengkapkan maklumat benefisiari.
2. Klik "Add to List".
3. Klik "Next".

Company Registration No :

Company Name



Enter text to search...

Registered Personal Details

Category Type	Identity Type	Identity No	Name	Duration (Year)
IMM13P	Personal Binaan	IP12345	AHMAD	<input checked="" type="radio"/> 1 <input type="radio"/> 2
IMM13P	Personal Binaan	IP1234678	AMAN	<input checked="" type="radio"/> 1 <input type="radio"/> 2

1

Back

Finish

2

TAB 8 - TEMPOH PENDAFTARAN

1. Tempoh pendaftaran berdasarkan tempoh dokumen IMM13P.
2. Klik "Finish".

Applied for Construction Personnel Card

Company Registration No :

Company Name :

Click icon for each process to continue

Summary			Registration Process								
Tick for Payment	Applicant Identity No	Applicant Name	Personnel Information	Employer/ Self-employed	Safety Certificate	Academic Information	Skilled Information	Beneficiary	Job Category & Trade Summary	Duration	Latest Card Expiry
<input checked="" type="checkbox"/>											19/12/2024

Sila klik butang payment untuk teruskan dengan skrin bayaran.

Payment

PROSES PEMBAYARAN – LANGKAH 1

1. Klik ✓ .
2. Klik “Payment”.

Declaration & Payment

Insurance : ZURICH TAKAFUL MALAYSIA BERHAD (ZTMB) Collection Mode : Alamat Majikan Registered Address : 1

Tel No for Postage purpose : No.Tel/Handphone

This address refers to the employer's mailing address

Registered Personal Details

Category Type	Identity Type	Identity No	Name	Card Detail		
				Duration(Year)	Expiry date	Fees
Identification Card	Personal Binaan			1	19/12/2024	25

Note: Card Printing not required for Construction Personnel for 2nd Time and onwards Application.

I hereby acknowledge that all the information and documents declared on this system is true, correct and complete. If the information submitted is found to be untrue, incorrect or incomplete, I agree to be subjected by CIDB. 2

Total Processing Fees (RM)	Total Registration Fees (RM)	Total Need to Pay (RM)
-----------------------------------	-------------------------------------	-------------------------------

10.00	25.00	35.00
-------	-------	-------

Payment Type : 3

TAB 9 – BAYARAN

1. **Tiada cetakan kad bagi permohonan pembaharuan ini.** Sistem akan memaparkan notifikasi jika permohonan pembaharuan adalah kali yang ke-1 dan seterusnya di Sistem CIMS.
2. Semak maklumat yang dipaparkan dan klik (/) pada kotak **“Disclaimer Agreement”**.
3. Klik **“Confirm Payment”** untuk proses pembayaran secara atas talian.

VIP1

< virtual internet payment >



Amount MYR60.00

Bank List

Customer Email

Back

Terms & Conditions: By clicking on the "Proceed"

Owned by CID

- Please Select a Bank
- Please Select a Bank
- *** New Bank *** (Offline)
- Affin Bank
 - Agrobank
 - Alliance Bank
 - AmBank
 - Bank Islam
 - Bank Muamalat
 - Bank Rakyat
 - BSN
 - CIMB Clicks
 - Hong Leong Bank
 - HSBC Bank
 - KFH
 - Maybank M2E
 - Maybank2U
 - OCBC Bank
 - Public Bank
 - RHB Bank
 - Standard Chartered

1

PROSES PEMBAYARAN – LANGKAH 1A

1. Sila pilih Bank.
2. Klik 'Proceed'.

Dear User,

Please be informed that your **Construction Personnel Registration** is completed successfully.
Please be informed that we (CIDB) received your payment successfully.

Refer to link below for Tax Invoice.

[LINK](#)

1

Thank you

Tujuan Pembayaran		Kuantiti	No. Rujukan	Jumlah (RM)
1. FI PENDAFTARAN PERSONEL BINAAN-1 TAHUN		1		35.00
2. FI PROSES PENDAFTARAN PERSONEL BINAAN		1		10.00
Keterangan:			Jumlah	35.00
			Tambah GST (0%)	0.00
Tiga Puluh Lima Ringgit Sahaja			Jumlah Keseluruhan (RM)	35.00
Cara Bayaran		Kaylar	Bayaran Online	

Resit ini adalah cetakan computer. Tandatangani tidak diperlukan. Sila gunakan No. Resit bagi urusan seterusnya

2

Nota:

1. Klik "**LINK**" untuk memuat turun resit rasmi pembayaran.
2. Paparan resit.

-TAMAT-