



**C. PERUBAHAN BUTIRAN PENDAFTARAN (jika berkaitan) / CHANGE OF REGISTRATION DETAILS (if applicable)****1. PERUBAHAN BUTIRAN SYARIKAT / CHANGE OF COMPANY'S PARTICULARS**

Nyatakan jenis perubahan / Please specify changes :

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**2. PERUBAHAN KEGIATAN/PRODUK YANG DIDAFTARKAN / CHANGE OF REGISTERED ACTIVITIES/PRODUCTS**
 Tambah Kegiatan/Produk/Cawangan  
Additional Activities/Products/Branch

 Batal Kegiatan/Produk/Syarikat/Cawangan  
Cancellation of Activities/Products/Company/Branch

Sila nyatakan produk/ please specify product :

<input type="checkbox"/>	Manufacturing ( M )	:	_____
<input type="checkbox"/>	Export ( E )	:	_____
<input type="checkbox"/>	Import ( I )	:	_____
<input type="checkbox"/>	Local Sale / Storage of Timber ( T )	:	_____

**D. MAKLUMAT PEMBAYARAN / PAYMENT DETAILS**
 Cara Pembayaran :  Cek  Wang Pos  Kiriman Wang  Lain-lain (sila nyatakan)  
 Payment Mode *Cheque* *Postal Order* *Money Order* *Others (please specify)* \_\_\_\_\_

No.	Bank	No.Cek/Wang Pos/Kiriman Wang (Cheque/Postal Order/Money Order No.)	Amount (RM)	Tarikh / Date
1				
2				
3				
4				
5				
Total (RM)				

Catatan / Remarks : \_\_\_\_\_

**E. PENGESAHAN PEMOHON / CONFIRMATION BY APPLICANT**

Saya mengaku dan mengesahkan semua maklumat dan dokumen yang diberikan adalah benar dan betul.

*I confirmed all the details and documents submitted are valid and true.*

Cop Syarikat :

Tandatangan Pemohon : \_\_\_\_\_

Nama Pemohon : \_\_\_\_\_

Tarikh : \_\_\_\_\_

**F. Untuk Kegunaan Pejabat Sahaja / For office Use Only (Untuk fallback procedure sahaja)**Disahkan oleh : \_\_\_\_\_  
*Verified by*Diluluskan oleh : \_\_\_\_\_  
*Approved by*

Nama : \_\_\_\_\_

Nama : \_\_\_\_\_

Tarikh : \_\_\_\_\_

Tarikh : \_\_\_\_\_

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- Kuching : Wisma Sumber Alam, Jalan Stadium, Petra Jaya, P.O Box 194, 93702 Kuching. Tel: 082-473000, Faks: 082-442691/443476, Emel: [stidc@pusaka.gov.my](mailto:stidc@pusaka.gov.my), Web: <http://www.sarawaktimber.gov.my>
- Sibu : Lot 114-117, Block 5, Jalan Ding Lik Kwong, P.O Box 1639, 96008 Sibu. Tel: 084-335059,, Faks: 084-326009
- Bintulu : Tingkat 1, Shoplot 177, Lot 1018, Kemena Commercial Complex, Tanjung Batu, P.O Box 574, 97008 Bintulu. Tel: 086-334054, Faks: 086-336128
- Miri : Lot 2055, Tingkat 4 & 5, Jalan MS 1/1, Marina Square, Marina Parkcity, CDT No.68, 98009 Miri. Tel: 085-325113, Faks: 085-325120
- Limbang : Lot 2226, Ist Floor, Jalan Sungai Bangkita, 98700 Limbang. Tel: 085-215694, Faks: 085-215697
- ICQS Lawas : Pos Kawalan Imigresen, ICQS PUSAKA, Merapok, 98850 Lawas, Sarawak. Tel: 087-811368, Faks: 087-811367
- Tanjung Manis : Shoplot No.17, Kawasan Terminal Ekspres, Bandar Baru Tanjung Manis, 96510 Tanjung Manis. Tel: 084-613991, Faks: 084-613517
- Mukah : Tingkat 1, Sublot no.82, Jalan Orang Kaya Setia Raja, Mukah New Township, P.O Box 206, 96400 Mukah. Tel: 084-874325, Faks: 084-874869



**PUSAKA**  
**PRODUCT LIST**

\* For New Registration Application, please tick ( / ) (Maximum 25 products per activity )

No.	Product Code	Product Name	EXPORT ( E )	IMPORT ( I )	LOCAL SALE ( T )	MANUFACTURING ( M )
<b>GROUP 1 : PRIMARY RAW MATERIAL</b>						
1	0101	Log				
2	0102	Bamboo				
3	0103	Coconut Trunk				
4	0104	Nibong Trunk				
5	0105	Oil Palm Trunk				
<b>GROUP 2 : SECONDARY RAW MATERIAL</b>						
6	0201	Wood Chip				
7	0202	Flitch				
8	0203	Hewn Timber				
9	0204	Centre Core				
10	0205	Pole				
11	0206	Cordwood				
12	0207	Wood Wool ( Shaving )				
13	0208	Bark				
14	0209	Canes				
15	0210	Wood Particle				
<b>GROUP 3 : SOLID TIMBER</b>						
16	0301	Railway Sleeper				
17	0302	Sawn Timber				
18	0303	Belian Sawn Timber				
19	0304	Melangangai Sawn Timber				
20	0305	Laminated Post				
21	0306	Planed Timber				
22	0307	Rubberwood				
23	0308	Supported Column/ Post				
<b>GROUP 4 : PANEL PRODUCTS AND COMPOSITES</b>						
24	0401	Sliced Veneer				
25	0402	Rotary Cut Veneer				
26	0403	Core Veneer				
27	0404	Particleboard				
28	0405	Woodchipboard				
29	0406	Oriented Strand Board				
30	0407	Fibreboard				
31	0408	Low Density Fibreboard				
32	0409	Medium Density Fibreboard				
33	0410	High Density Fibreboard				
34	0411	Cement Bonded Particleboard				
35	0412	Plywood				
36	0413	Blockboard				
37	0414	Laminated Veneer Lumber				
38	0415	Laminated Board				
39	0416	Hardboard				
40	0417	Woodplastic Composite				
41	0418	Glued Laminated Timber				

42	0419	Doorskin				
43	0420	Particle Block				
44	0421	Laminated Core Veneer Board				
45	0422	Laminboard				
46	0423	Decorative/ Fancy Plywood				
47	0424	Film Faced Plywood				
48	0425	Laminated Veneer Cross Band (LVB)				
49	0426	Densified Wood				
50	0427	Veneered Panel				
<b>GROUP 5 : HOUSING COMPONENTS</b>						
51	0501	Wooden Flooring				
52	0502	Door				
53	0503	Door Frame				
54	0504	Window				
55	0505	Window Frame				
56	0506	Joinery				
57	0507	Shingle				
58	0508	Furniture				
59	0509	Furniture Part				
60	0510	Thatching				
61	0511	Wooden Frame				
<b>GROUP 6 : WOOD FOR ORNAMENT</b>						
62	0601	Dowel				
63	0602	Moulding				
64	0603	Wooden Lattice				
65	0604	Picture Frame				
66	0605	Wooden Toy				
67	0606	Turnery				
68	0607	Handicraft				
69	0608	Ornament				
70	0609	Stump				
71	0610	Dowel Pin				
<b>GROUP 7 : PULP &amp; PAPER</b>						
72	0701	Wood Pulp				
73	0702	Paper				
<b>GROUP 8 : WOOD FOR PACKING MATERIALS</b>						
74	0801	Pallet				
75	0802	Dunnage				
76	0803	Crate				
77	0804	Packing Block				
78	0805	Drum				
79	0806	Wooden Box				
80	0807	Loadboard				
81	0808	Skid				
<b>GROUP 9 : OTHER WOODEN ITEMS</b>						
82	0901	Briquette				
83	0902	Charcoal				
84	0903	Wooden Fence				
85	0904	Wooden Handle				
86	0905	Coffin				
87	0906	Scented Wood ( Gaharu )				
88	0907	Bio Composite Product				
89	0908	Cooperage				
90	0909	Cork, Bark Based Product				
91	0910	Broom				
92	0911	Wood Ash				
93	0912	Sawdust				

94	0913	Wood Residue				
<b>GROUP 10 : FOREST PRODUCE</b>						
95	1001	Resin				
96	1002	Latex				
97	1003	Dye				
98	1004	Sap Sugar				
99	1005	Honey				
100	1006	Seed				
101	1007	Fruit				
102	1008	Wood Vinegar				
103	1009	Insecticide				
<b>GROUP 11 : OTHERS</b>						
104	1101	Wood Panel				
105	1102	Battenwood				
106	1103	Shuttering Board				
107	1104	Bentwood Board				
108	1105	Bentwood Plywood				
109	1106	Finger Joint				
110	1107	Wooden Stakes				
111	1108	Joss Stick				
112	1109	Wooden Peg				
113	1110	Wooden Statues				
114	1111	Container Plywood And Roundbar				
115	1112	Bare Core				
116	1113	Wall Panel				
117	1114	Laminated Veneer Sandwich				
118	1115	Boat				
119	1116	Chopping Board				
120	1117	Pepper Grinder				
121	1118	Rattan				
122	1119	Woodroller Cable Drum				
123	1120	Pallet Block				
124	1121	Staircase				
125	1122	Deckboard				
126	1123	Core Plug				
127	1124	Ship Building Material				
128	1125	Baluster				
129	1126	Biomass Wood Pellet				
130	1127	Kitchen Cabinet				
131	1128	Carpentary/ Woodwork				
132	1129	Laminated Flooring				
133	1130	Laminated Board Plywood				
134	1131	Blockboard Plywood				
135	1132	Corrugated Paper				
136	1133	Wooden Hanger				
137	1134	Shuttering Board				
138	1135	Joss Paper				
139	1136	Praying Articles				
140	1137	Wooden Blind				
141	1138	Biomass Pellet				
142	1139	Biomass Briquette				
143	1201	Planning & Ripping Services				
144	1202	Renovation Works				
145	1203	Forwarding Agent				
146	1204	Consultation Services/ Marketing Agent				
147	1205	Kiln Drying				
148	1206	Timber Treatment Plant				

149	1207	Emergency Escape Rope Ladder				
150	1208	Polyester Coating Plywood				
151	1209	Transportation				
152	1210	Chopstick				

**BASIC DOCUMENTATIONS FOR REGISTRATION APPLICATIONS:**

1. NEW REGISTRATION
2. RENEWAL/ REINSTATEMENT OF REGISTRATION
3. ADDITIONAL PRODUCT/ ACTIVITY/ BRANCH
4. CANCELLATION OF PRODUCT/ ACTIVITY/ BRANCH/ COMPANY
5. REPLACEMENT CERTIFICATE
6. CHANGE OF PARTICULARS (INCLUDING CHANGE OF COMPANY NAME OR OWNERSHIP OF COMPANY)
7. MANUFACTURING REGISTRATION APPLICATION

**NEW REGISTRATION:**

***Application Form***

Duly completed STIDC Registration Application Form, stamped and signed by a company representative. The form is available FREE via [www.sarawaktimber.org.my](http://www.sarawaktimber.org.my) (download) or from any STIDC offices throughout Sarawak.

***Registration Fee***

The payment can be made to '**STIDC**' via crossed cheque, postal order or money order or bank draft. Please refer to respective STIDC offices for those payment made outside Kuching.

***Valid Trade Licence***

***For Sole-Proprietorship or Partnership Business***

- I. Certificate of Registration of Business Name
- II. Extract of Registration of Business Names

or

***For Private Limited (Sdn. Bhd.) or Public (Bhd) Companies***

- I. Certificate of Incorporation of Private/Public Companies
- II. Copy of Section 14 Form (Application for Registration) / Form 24 and Form 49

**RENEWAL / REINSTATEMENT OF REGISTRATION:**

***Application Form***

***Registration Fee***

***Valid Trade Licence***

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# CUSTOMER'S CHECKLIST

Last Update 26-Dec-18

## ADDITIONAL PRODUCT/ ACTIVITY/ BRANCH:

- Application Form*
- Registration Fee (for Additional of Activity and Branch only)*
- Valid Trade Licence (for Additional of Branch only)*
- Valid Original Certificate of Registration*

## CANCELLATION OF PRODUCT/ ACTIVITY/ BRANCH/ COMPANY:

- Application Form*
- Valid Trade Licence (if required)*
- Valid Original Certificate of Registration*

## REPLACEMENT CERTIFICATE:

- Application Form*
- Registration Fee*

## CHANGE OF PARTICULARS (INCLUDING CHANGE OF COMPANY NAME OR OWNERSHIP OF COMPANY)

- Application Form*
- Registration Fee (if required)*
- Valid Trade Licence (Timber Related Business Activity)*  
*For change of company registered address only.*
- SSM FORM 13 / SECTION 28**  
*For Change of Company Name only.*
- Copy of Section 14 Form (Application for Registration) / Form 24 and Form 49**  
*For Change of Company Name and Ownership only.*

## MANUFACTURING REGISTRATION APPLICATION:

- Application Form*
- Registration Fee (If any)*
- Valid Sawmill/ Bandmill / Timber Yard Licence from Forest Department Sarawak , or Approved Mill Registration Application from Sarawak Timber Industry Development Corporation (Licencing Section)*



**STIDC EMPLOYMENT DATA FORM FOR TIMBER INDUSTRY IN SARAWAK**

**MP.005**

YEAR :       STIDC REGISTRATION No.              Expiry Date:

NAME OF COMPANY: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

Telephone/Handphone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

TYPE OF TRADE/BUSINESS/INDUSTRY: \_\_\_\_\_

PLACE OF BUSINESS: \_\_\_\_\_

NAME OF LICENSEE & LICENCE No. (if any) : \_\_\_\_\_

SARAWAKIANS													
OCCUPATION CATEGORY/LEVEL	MANAGERIAL/ PROFESSIONAL		SUPERVISORY		CLERICAL		SKILLED WORKERS		UNSKILLED WORKERS		SUB-TOTAL		TOTAL
	SEX	M	F	M	F	M	F	M	F	M	F	M	
1 MALAY													
2 IBAN													
3 MELANAU													
4 BIDAYUH													
5 ORANG ULU													
6 LOCAL CHINESE													
7 LOCAL INDIAN													
8 OTHERS (.....)													
<b>SUB-TOTAL</b>													

NON - SARAWAKIANS													
OCCUPATION CATEGORY/LEVEL	MANAGERIAL/ PROFESSIONAL		SUPERVISORY		CLERICAL		SKILLED WORKERS		UNSKILLED WORKERS		SUB-TOTAL		TOTAL
	SEX	M	F	M	F	M	F	M	F	M	F	M	
1. a. WEST M'SIAN (B)													
b. WEST M'SIAN (NB)													
2. a. SABAHAN (B)													
b. SABAHAN (NB)													
3. INDONESIAN													
4. TAIWANESE													
5. JAPANESE													
6. FILIPINO													
7. KOREAN													
8. BANGLADESHI													
9. CHINA													
10. OTHERS(.....)													
<b>SUB-TOTAL</b>													

<b>GRAND-TOTAL</b>														
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PREPARED BY : \_\_\_\_\_ INITIALS: \_\_\_\_\_ DATE: \_\_\_\_\_ COMPANY CHOP: \_\_\_\_\_

NOTE : 1 - For further details, please contact the MANPOWER SECTION, STIDC Kuching. Tel. No.: 082-443477, Fax No.: 082-449184  
 2 - This completed form should be submitted as an attachment in applying for STIDC Registration/Renewal Certificate.  
 (B) = Bumiputera ; (NB) = Non-Bumiputera.