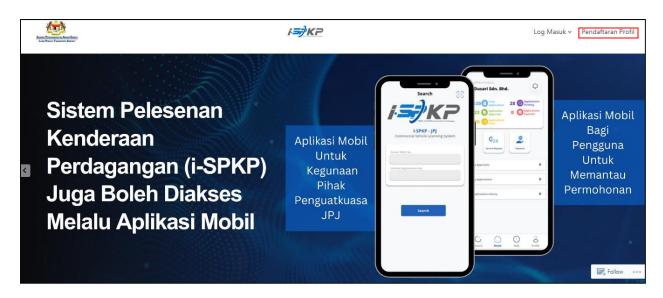


Module	Profile Management
Application Type	Profile Registration
Objective	Applicant should be able to register company profile. (Individual)
Expected Result	Applicant should be able to login to the system with credential generated by the system.
URL	http://ispkp.apad.gov.my/apad/#/ http://ispkp.lpkpsabah.gov.my/sabah/#/ http://ispkp.lpkpsarawak.gov.my/sarawak/#/



**STEP 1** : On the main page of the iSPKP website, please press the Profile Registration button to be directed to the Profile Registration screen.

ispkp Commercial Vehicle Licensing	System		BM   EN
	Login		
	2 User Id		
	Password		
	I'm not a robot		
	LOGIN Forgot Password Forgot User ID		STEP 2
	NEW REGISTRATION	]	Click on "NEW REGISTRATION"
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STEP 2 : On the landing page, click on "New Registration" to start with the registration process.

ISPKP	ehicle Licensing System		BM   EN
Registration			
1 Register Type	2 Company Details 3 Owner Details	Upload Supporting Document	5 Terms and Conditions
Applicant Type*	Туре	,	• •
			Next
	STEP 3		
	Click on the dropdo	wn.	
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**STEP 3** : Click on the dropdown button to select the values of the dropdown.

Registration 1 Register Type	2 Company Details	3 Owner Details	Upload Supporting Document	5 Terms and Conditions
Individual Company		Туре	STEP 4	Next
PIHAK KETIGA / THIRD PARTY SYARIKAT ASING BADAN BERKANUN		4	Select the applicant type	
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 STEP 4
 : Click on the Dropdown Button and select the applicant type that they wish to register. As follows are the values in the dropdown:

 Value 1: Individual (Chosen example)

 Value 2: Company

 Value 3: PIHAK KETIGA / THIRD PARTY

 Value 4: SYARIKAT ASING

 Value 5: BADAN BERKANUN

	PKP nmercial Vehicle Licensing System		BM   EN
Registration Individua	al		
Register Type Applicant Type*	STEP 5	Owner Details  Mininkaal Type*	3 Terms and Conditions
NDIVIDUAL	Click on "Individual Type"	INDIVIDUAL	Next
			STEP 6 Click "Next"
© 2023 iSPKP		Terms of Use   Privacy Policy	f <b>⊻</b> ©

STEP 5	:	After choosing applicant type, the Individual Type will automatically keyed in.
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**STEP 6** : Click "Next" to be directed to the next screen.

ISPKP Commercial Vehicle Licensing System		BM   EN
Registration Individual	STEP 7	
OWNER DETAILS	Key in Owner's NRIC and Name then click on "Validate NRIC"	3 Terms and Conditions
Type : Individual	↓	
kalari - XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXX	Validate NRIC
Registered Email *	Registered Phone Number *	
Indicator* STEP 9	STEP 8	
Business Reg Click on the dropdown.	Trading Licence Num Fill up Owner's	Details
<ul> <li>Business Activity related to Transportation : Land / Delivery</li> <li>© 2023 ISPKP</li> </ul>	Terms of Use   Privacy Policy	f ¥ @

**STEP 7** : Key in Owner's NRIC and Name of applicant then click on "Validate NRIC".

- **STEP 8** : Key in other Owner's Details which are:
  - Registered Email
  - Registered Phone Number
- **STEP 9** : Click on Indicator dropdown button to see the values.

Registration Individua	l .		
🖉 Register Type		2 Owner Details	3 Terms and Conditions
OWNER DETAILS			
Type : Individual	STEP 10		
*****			
Your record has been	Select the value in the dropdow	n XXXXXXXX	Validate NRIC
abcd@gmail.com		Registered Phone Number * 0123456789	
Industrie	•		
к			
н			
None		Trading Licence Number	

STEP 10

After clicking on the dropdowns, applicant should select one value from the three values available which :

are:		
-	K (Sarawak)	
-	H (Sabah)	

- None -

None	STEP 11	
	Key in this field.	
indicator* K	1	
Business Reg. Number XXXXXXXXXXXXX	Trading Licence Number XXXXXXXX	
Business Activity related to Transportation : Land / De Please check if Yes	livery	
Address as in NRIC		
Address Line 1* STEP 12	Address Line 2*	
Tick the check box.		<u>//</u>
Country*	State*	
District	Postal Code*	
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STEP 11 : STEP 12

:

Key in Business Registration Number and Trading License Number. Tick the check box if the business is related to Transportation: Land/Delivery.

Indicator*			
K	STEP 13		
Business Reg. Number	Fill up Owner's Address info	ormation.	
Business Activity related to Transporta	tion : Land / Delivery		
Please check if Yes	↓ · · · · · · · · · · · · · · · · · · ·		
Address as in NRIC	•		
Address Line 1* JLN BAHAGIA	Address Line 2* LORONG 2		//
Country*	State* SARAWAK		•
MALAYSIA			
	Postal Code* 54100		

STEP 13	:	Fill up Owner's Address information as per NRIC.
STEP 14	:	Click on "Next" to be directed to the next screen.

Registration Individual			
🖉 Register Type	Owner Details (3) Terms and I	Conditions	
Pengakuan Pelanggan / C	ustomer's Declaration		
Saya / Kami mengaku bah	awa:		
2. Telah melantik wakil	g diberikan dalam borang ini termasuk dokumen sokongan adalah BENAR dan TERKINI. mengikut sunt wakil untuk tujuan melaksanakan apa-apa urusan dengan LPKP sarawak anakan bertanggungjawab keatas sebarang dokumentasi atau transaksi yang dibuat oleh wakil tersebu rang keperluan lain yang ditetgakan oleh Lembaga, PAtesama Kenderaan Perdagangan 1987 atau mana-mana undang-undang yang terpakal.	ıt; dan	
I / We declare that:			
	ed in this form including attachment documents is TRUE and UP TO DATE.		
2 Has appointed a repr STEP 15	assentative as per the representative's letter for the purpose of exercising any right to deal with LPKP Sarawak and will be responsible for any document or transactions made by such representative urements set by the Board, the Commercial Vehicles Licensing Board Act 1987 or any applicable laws.	ve; and	
Click on the checkbox	a Pengangkutan Awam Darat 2010, pelanggan yang didapati melakukan kesalahan memalsukan penyataan atau mengemukakan butiran palsu boleh dikenakan denda tidak melebihi RMS bihi satu (1) tahun atau kedua-duanya sekali. baca, memahami dan mematuhi polisi dan syarat yang ditetapkan oleh LPKP Sarawak yang diperolehi dari laman web LPKP Sarawak atau melalui pejabat LPKP Sarawak yang berhampira		
(1) year or both. 2. The customer is oblig	and Public Transport Act 2010, customers found guilty of an offence faisifying a statement or submitting false details can be fined not exceeding RM5,000.00 or imprisonment not exceed ed to read, understand, and comply with the policies and conditions stipulated by LPKP Sarawak can be obtained from LPKP Sarawak's website or through the nearest LPKP Sarawak Office.	ing one	
have read and agreed	with the terms and conditions mentioned above. I confirm that I fulfil all the Eligibility Criteria imposed STEP 16		
Back	Click on the "Submit".	Submit	

On the Customer's Declaration screen, click on the checkbox in agreeing to the terms and conditions.
Click on "Submit" to submit the application.

ISPKP	le Licensing System	BM   EN
	Thank You!	
The application has be	en received. Registration form submit will be verified.	
	BACK TO HOMEPAGE	
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STEP 17:After done submitting registration, applicant should wait for an email notification to make biometric<br/>verification through APAD counter or face verification through Electronic-Know-Your-Customer (e-KYC)<br/>application. After verification process is successful, applicant will receive an email with a temporary<br/>password. Applicant then shall login to the system and change the password for security purpose.