Application for Renewal of Registration as Qualified Person
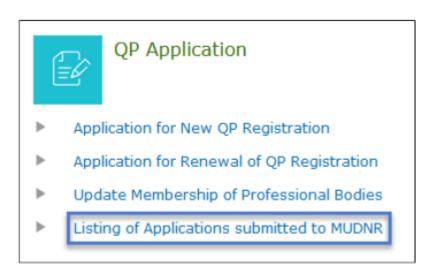
1. Using Firefox or Chrome browser, key in following URL to access Public Portal login page
https://eqp-kpps.sarawak.gov.my/initLoginEQP

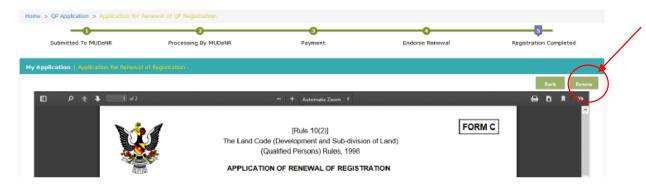2. Key in your IC number and password.

3. Once on the homepage, click on 'QP Application' icon.

4. Under QP Application option, choose **Listing of Applications submitted to MUDNR.**

5. At the **Application for Registration as SPA Qualified Person | Manage** screen, under Year to be Registered , click on **current** year application **link**. (Click year **2019**)

6. Then on **My Application | Application for Renewal of Registration** screen, click on **Renew** button (upper right corner).

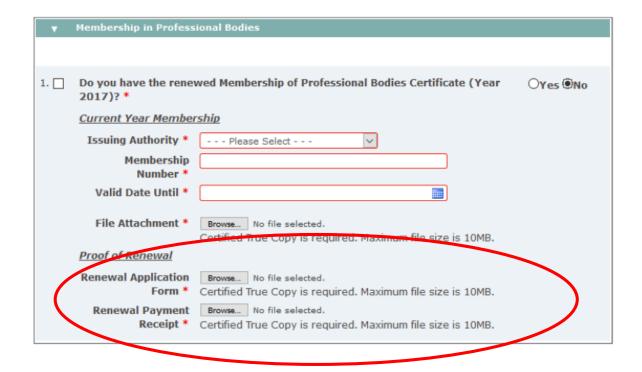7. For renewal of QP registration, there are **two items that need to be updated/ uploaded.**

i.   **Membership in professional bodies**

    a. IF YOU ALREADY HAVE THE RENEWED CERTIFICATE FOR YEAR 2020, follow this step: SELECT YES AT THE QUESTION.

OR

    b. **IF YOU HAVEN'T RECEIVED THE 2020 CERTIFICATE**, follow this step: SELECT NO AT THE QUESTION, THE UPLOAD PROOF OF RENEWAL OF MEMBERSHIP IN PROFESSIONAL BODIES.

ii.   List of project updated to current year

Under your resume/ cv, please update your project list up to current year and makesure the project is list down by year. Example:

2017

1. AVTC, Subdivision of Lots……for mixed development;

2018

1. AVCT, Amalgamation……

2019

1. Proposed Upgrading of……
2. Proposed New Bridge….