كمنترين كواڠن دان ايكونومي
MINISTRY OF FINANCE AND ECONOMY
BRUNEI DARUSSALAM

BUSINESS REPORTING PORTAL

PORTAL LAPORAN PERNIAGAAN

businessBN
www.business.gov.bn

Last Updated: May 2020

What is Business Reporting (BR) Portal? *Apakah dia 'Portal Laporan Perniagaan'?*

It is an online portal developed by *Industry and Business Ecosystem* (IBE), Ministry of Finance & Economy in collaboration with *Department of Economic Planning & Statistics* (JPES), *E-Government National Centre* (EGNC) and *Darussalam Enterprise* (DARe) to streamline and centralise business data collection from various government agencies and business owners.
Ianya merupakan sebuah portal secara atas talian yang dibuat oleh Industri dan Ekosistem Perniagaan (IBE), Kementerian Kewangan & Ekonomi dengan kerjasama Jabatan Perancangan Ekonomi & Statistik (JPES), Pusat Kebangsaan e-Kerajaan (EGNC) dan Darussalam Enterprise (DARe) untuk menyelaras pengumpulan data perniagaan yang diperlukan oleh agensi-agensi kerajaan.

Accessible to appointed focal points in Government agencies for research and development of entrepreneurs and growth of various industry sectors in the economy.
Ianya boleh diakses oleh 'focal points' agensi-agensi kerajaan bagi kegunaan penyelidikan dan perkembangan pengusaha serta pertumbuhan pelbagai sektor industri.

Benefits to Companies/Businesses. *Manfaat kepada Syarikat/Perniagaan*

- **Reporting of business data to one portal only** | *Melaporkan maklumat perniagaan ke satu portal sahaja*
- **Access and Update company's business data any time |** *Mengakses dan mengemaskini maklumat perniagaan pada bila-bila masa.*
- **Enable entrepreneur to keep track of the health of their businesses |** *Membolehkan pengusaha untuk memantau perkembangan perniagaan mereka.*
- **Enable government agencies to monitor growth of company and provide business related assistance to company/businesses** | *Membolehkan agensi kerajaan memantau pertumbuhan syarikat dan memberikan bantuan yang berkaitan yang diperlukan oleh syarikat berkenaan.*

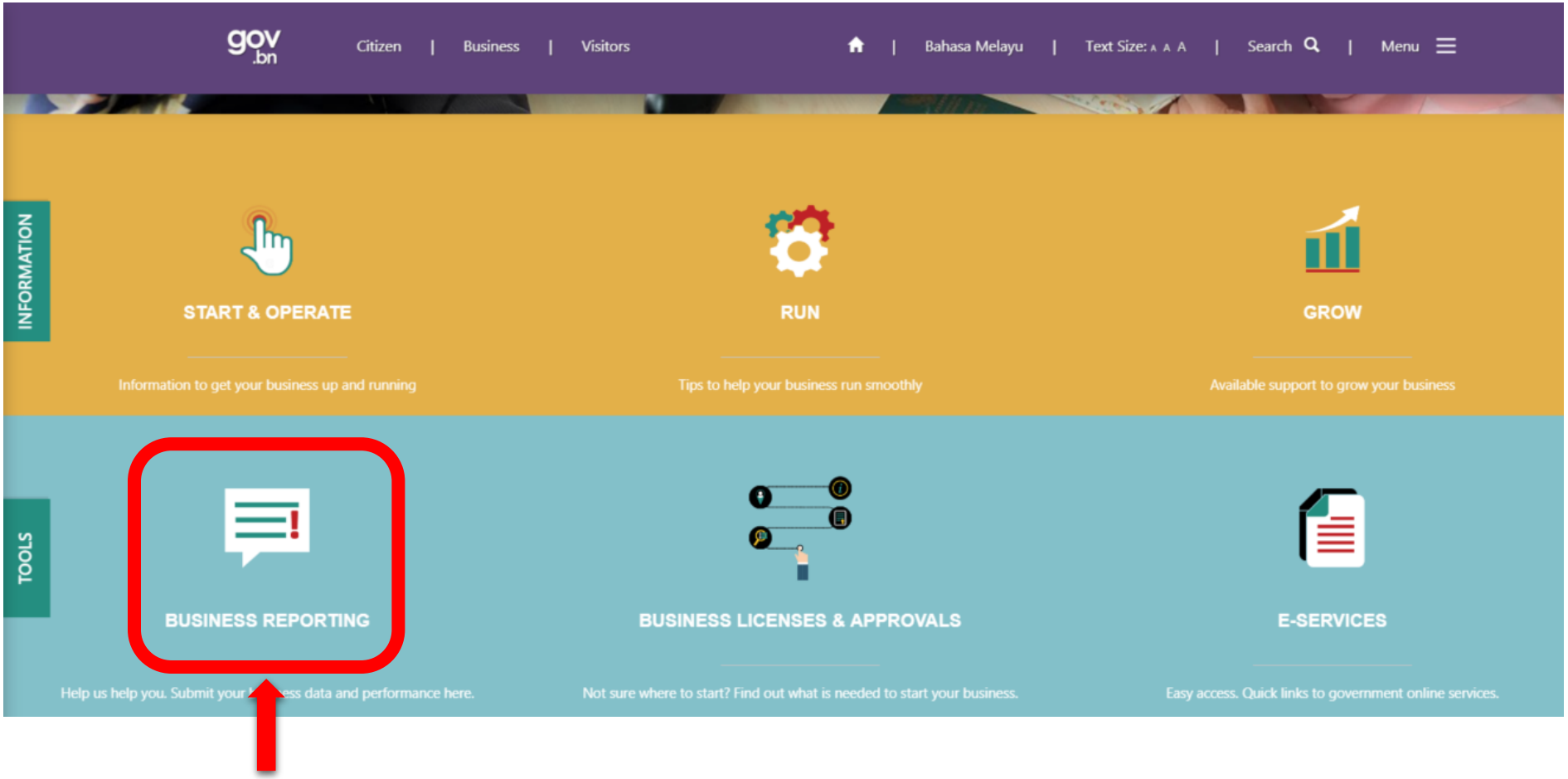
Accessing Business Reporting Portal

Cara Mengakses Portal Laporan Perniagaan

ACCESSING BUSINESS REPORTING PORTAL
CARA MENGAKSES PORTAL LAPORAN PERNIAGAAN

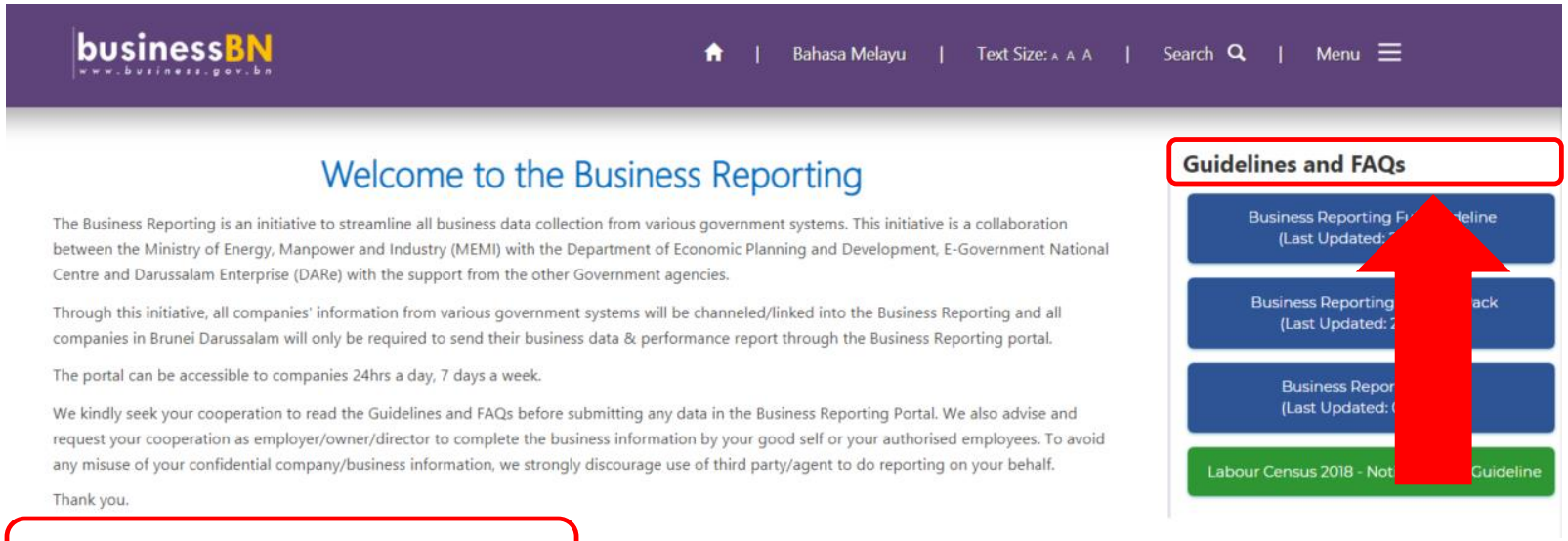
كمنترين كواغن دان ايكونومي
MINISTRY OF FINANCE AND ECONOMY
BRUNEI DARUSSALAM

Visit Website | *Layari Laman Sesawang*: www.business.gov.bn

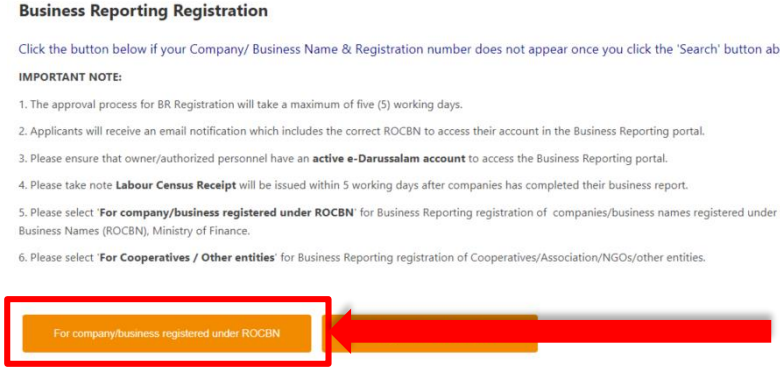


Click this icon to proceed to Business Reporting Portal |
Sila tekan ikon ini bagi mengakses Portal Laporan Perniagaan

ACCESSING BUSINESS REPORTING PORTAL
CARA MENGAKSES PORTAL LAPORAN PERNIAGAAN



1 **Search Company / Business Name**
Buat carian Nama Syarikat / Perniagaan

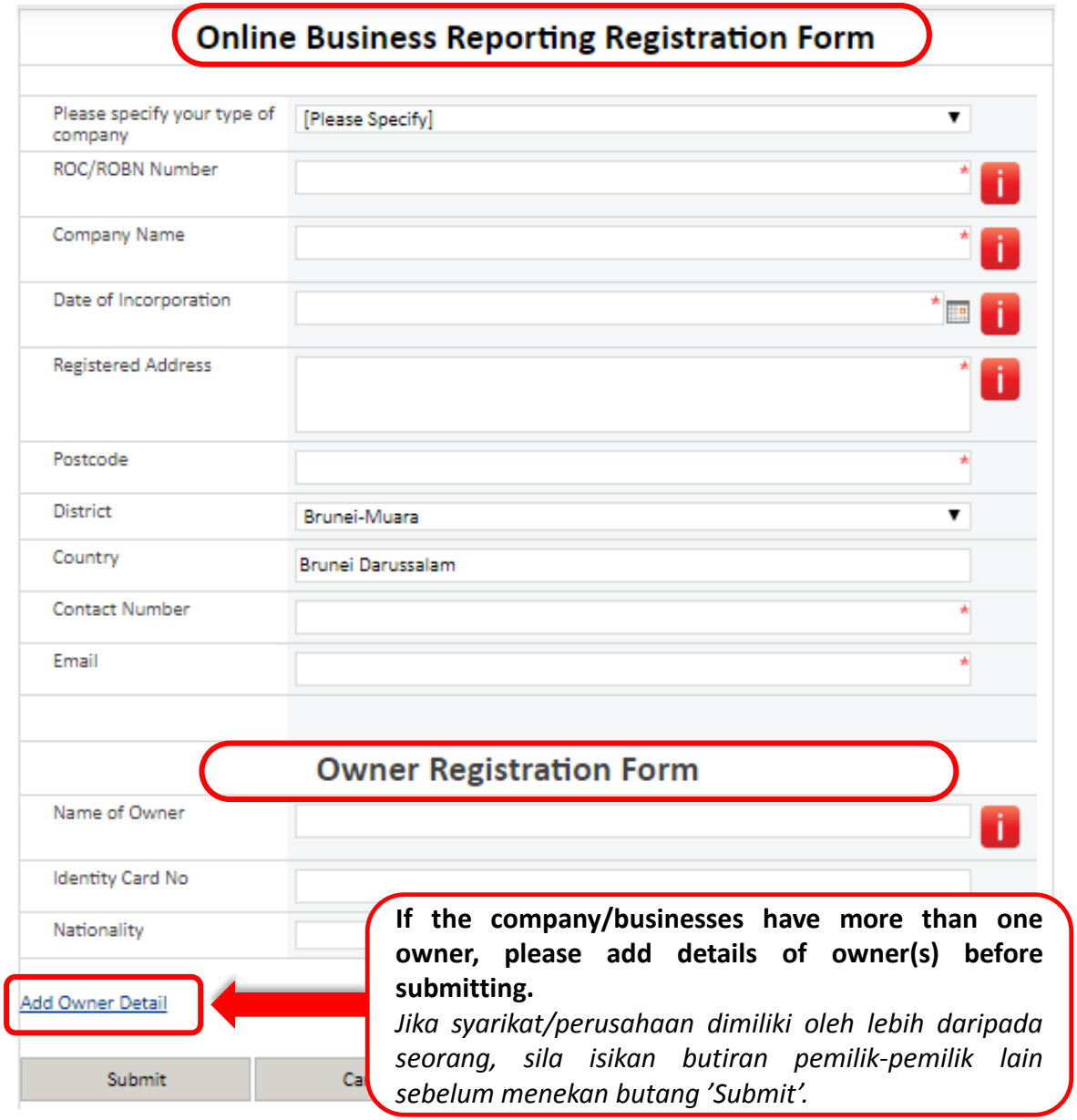


2 **If company/business name appear, please click "*Proceed to Business Reporting*"**
Jika nama Syarikat/Perusahaan awda terpapar, sila tekan butang 'Proceed to Business Reporting'

3 **If company/business name does not appear, please register by clicking on "For Companies / Business Registered under ROCBN"**
Jika nama Syarikat/Perusahaan awda tidak terpapar, sila daftarkan syarikat awda dengan menekan butang "For Companies/Business Registered under ROCBN"

BUSINESS REPORTING E-REGISTRATION FORM
BORANG E-PENDAFTARAN 'BUSINESS REPORTING'

كمنترين كواغن دان ايكونومي
MINISTRY OF FINANCE AND ECONOMY
BRUNEI DARUSSALAM



If the company/businesses have more than one owner, please add details of owner(s) before submitting.
Jika syarikat/perusahaan dimiliki oleh lebih daripada seorang, sila isikan butiran pemilik-pemilik lain sebelum menekan butang 'Submit'.

For company/business registered under ROCBN

NOTE | *MAKLUMAN*:

1. **The approval process will take a maximum of three (3) working days.**
   Pendaftaran akan diluluskan dalam masa tiga (3) hari waktu bekerja.

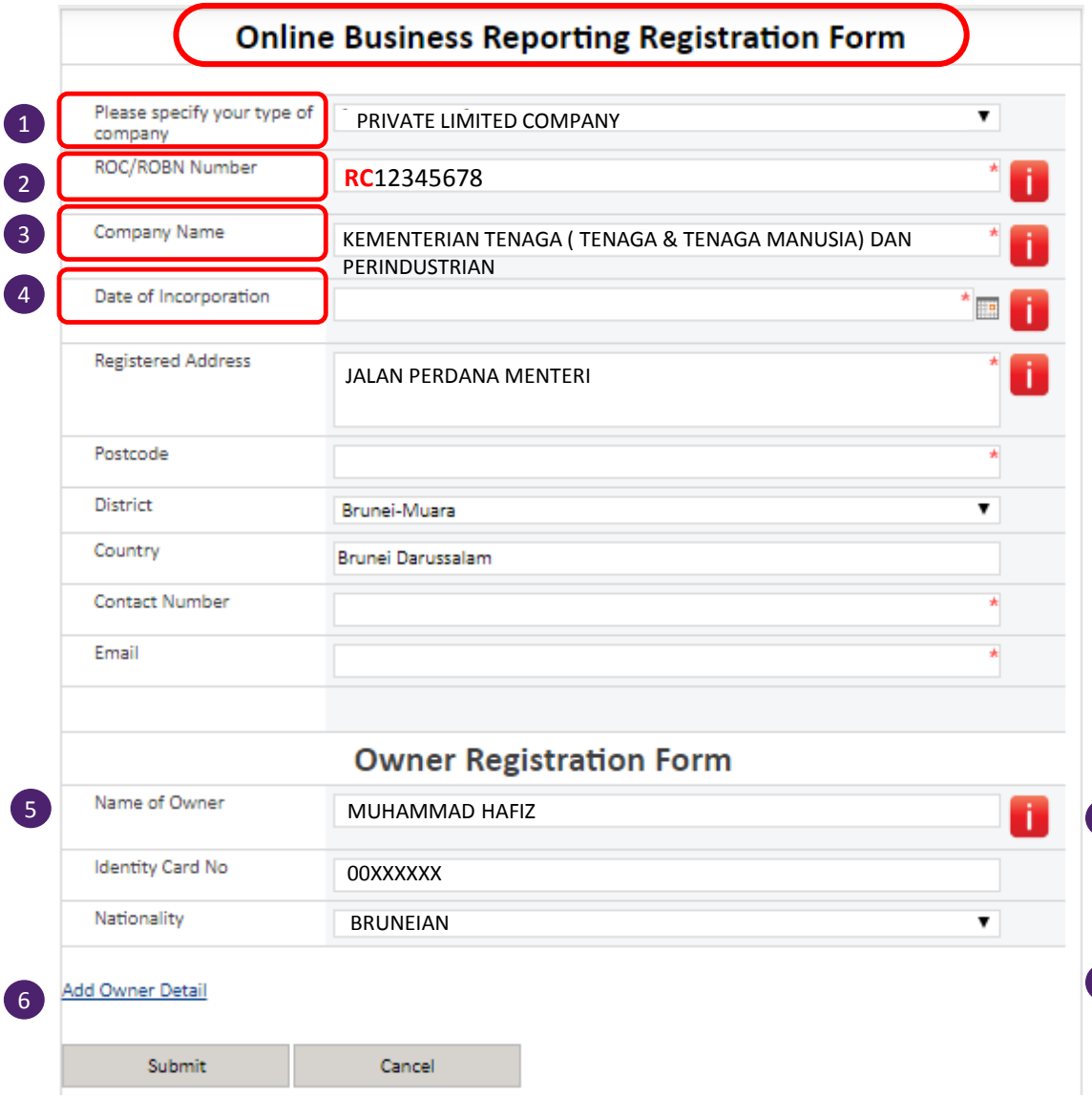
2. **Applicants will receive an email notification which includes the correct ROCBN number.**
   Pemohon akan menerima emel makluman yang mengandungi nombor 'ROCBN' yang betul.

3. **Company/Business owners will be able to access their account in Business Reporting Portal the next working day after approval.**
   Pemilik Syarikat / Perusahaan akan dapat mengakses akaun 'Business Reporting' sehari setelah pendaftaran diluluskan.

BUSINESS REPORTING E-REGISTRATION FORM

BORANG E-PENDAFTARAN 'BUSINESS REPORTING'

كمنترين كواغن دان ايكونومي
MINISTRY OF FINANCE AND ECONOMY
BRUNEI DARUSSALAM



1	2
Type of Company/ Business *Jenis Syarikat/ Perusahaan*	**Old ROCBN number** *Nombor ROCBN yang lama*	**New Format ROCBN Number** *Format Baru Nombor ROCBN* (8 Digit)
Sole Proprietor / Partnership *Persendirian/ Perkongsian*	P/**12,341**/2011	P000**12341**
Public/Private Limited Company *Syarikat Berhad*	RC/**567**/2012	RC00000**567**
Foreign Registered Companies *Syarikat dari Luar Negara yang Berdaftar*	AGO/RFC/**890**	RFC0000**0890**

Note: Kindly follow the new ROCBN Number
***Nota**: Sila ikut nombor ROCBN yang baru*

3 **Company/Business Name as per in Certificate of Registration.**
Nama Syarikat/ Perusahaan seperti di dalam Sijil Pendaftaran.

4 **Date of Incorporation is date of companies / business names registered in ROCBN.**
'Date of Incorporation' adalah tarikh pendaftaran Syarikat / Perusahaan di Pejabat Pendaftaran Syarikat dan Nama Perniagaan /'Registry of Companies & Business Names' (ROCBN).

Certificate of Registration (Section 17) | *Sijil Pendaftaran (Seksyen 17)*

NEGARA BRUNEI DARUSSALAM
BUSINESS NAMES ACT, Cap. 92 (SECTION 17)
CERTIFICATE OF REGISTRATION

P/27725/1990

I CERTIFY pursuant to the provisions of the Business Names Act, Cap. 92 that the person mentioned below was/were on the **30th** Day of **June , One Thousand Nine Hundred And Ninety** registered in the Office of the Registrar as the person carrying on the business of **contractor, construction & maintenance of building, house & earthwork, transportation, trading, export, import, supplier & sales of scrap metal, hardwares, furniture, food & building materials, canteen, retail shop, eating shop and manpower supplier, Painting and decorating(CF3), Sandblasting/shot blasting works(CR2), Manufacture and/or repair of refrigerating, air-conditioning and ventilating machinery and equipment except household refrigerators(AE1), Plumbing, heating (non electric) and air conditioning(CV1), Mechanical engineering works(EB2), Maintenance of office equipment(FQ4), Import, Export & Supply of Lifts, escalators and industrial and office air-conditioning equipment(WA4)** at **(P/P) LTS 2275, Plot (B) II, Jalan Lorong Setia Di-Raja, Kg Sungai Duhon, Kuala Belait, KA3131, Belait, BRUNEI DARUSSALAM** under the business name

BUSINESS NAME

AND I FURTHER CERTIFY that since the said date no statement of change in the particulars registered in respect of the aforesaid business name has been recorded.

Name in Full	Usual Residence	Other Business Occupation(if any)
OWNER'S NAME		

GIVEN under my hand at Bandar Seri Begawan, this **10th** of **May, Two Thousand And Sixteen**

for Registrar

MOHAMAD SAIFUL ADLIN BIN HJ EDIN

* NB: **This certificate does not mean that you can carry out your business. You may be required to apply for the necessary written approval or licence from the relevant authority.**

2 **ROCBN Number**
Nombor ROCBN
P00027725

4 **Date of Incorporation**
Tarikh Pendaftaran

3 **Business Name**
Nama Perniagaan

5 **Owner(s) Name**
Nama Pemilik

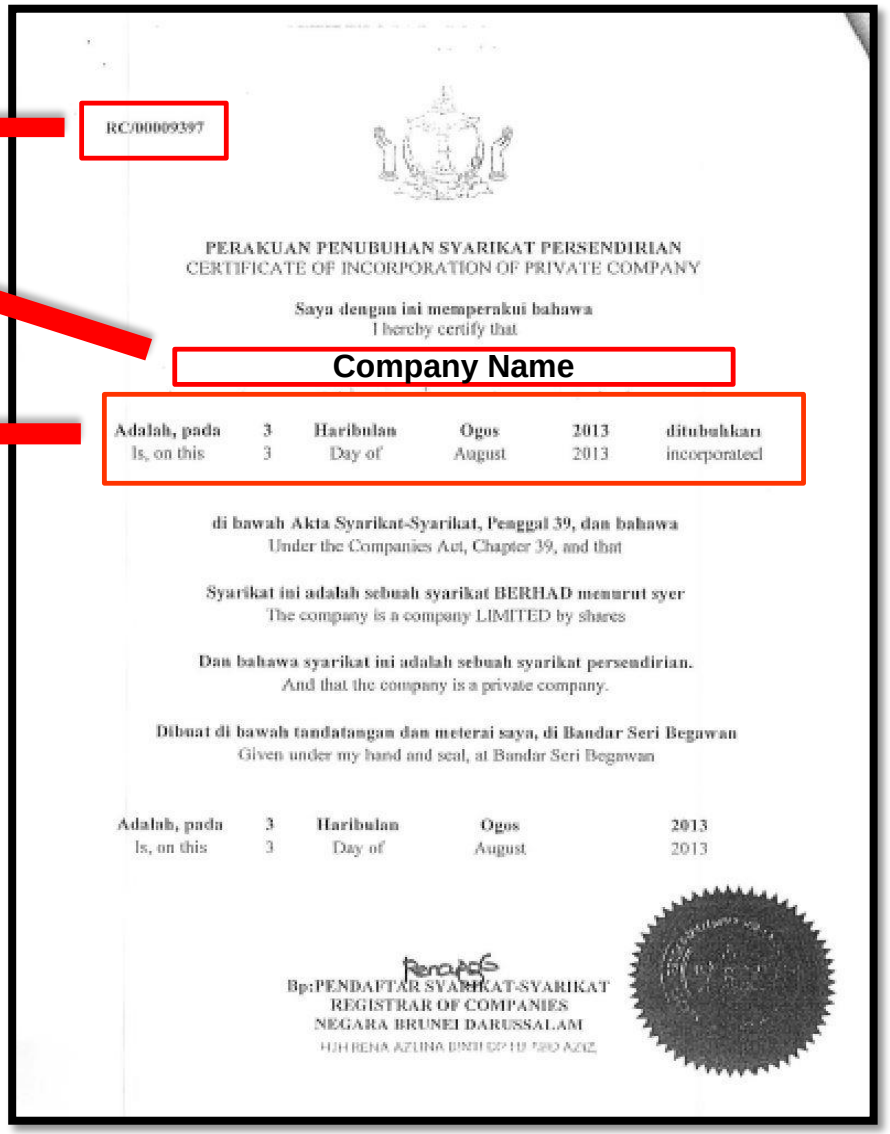
Certificate of Incorporation | *Perakuan Penubuhan Syarikat*

2 **ROC Number** | *Nombor ROC*

RC00009397

3 **Company Name**
Nama Syarikat

4 **Date of Incorporation**
Tarikh Pendaftaran



RC/00009397

PERAKUAN PENUBUHAN SYARIKAT PERSENDIRIAN
CERTIFICATE OF INCORPORATION OF PRIVATE COMPANY

Saya dengan ini memperakui bahawa
I hereby certify that

Company Name

Adalah, pada	3	Haribulan	Ogos	2013	ditubuhkan
Is, on this	3	Day of	August	2013	incorporated

di bawah Akta Syarikat-Syarikat, Penggal 39, dan bahawa
Under the Companies Act, Chapter 39, and that

Syarikat ini adalah sebuah syarikat BERHAD menurut syer
The company is a company LIMITED by shares

Dan bahawa syarikat ini adalah sebuah syarikat persendirian.
And that the company is a private company.

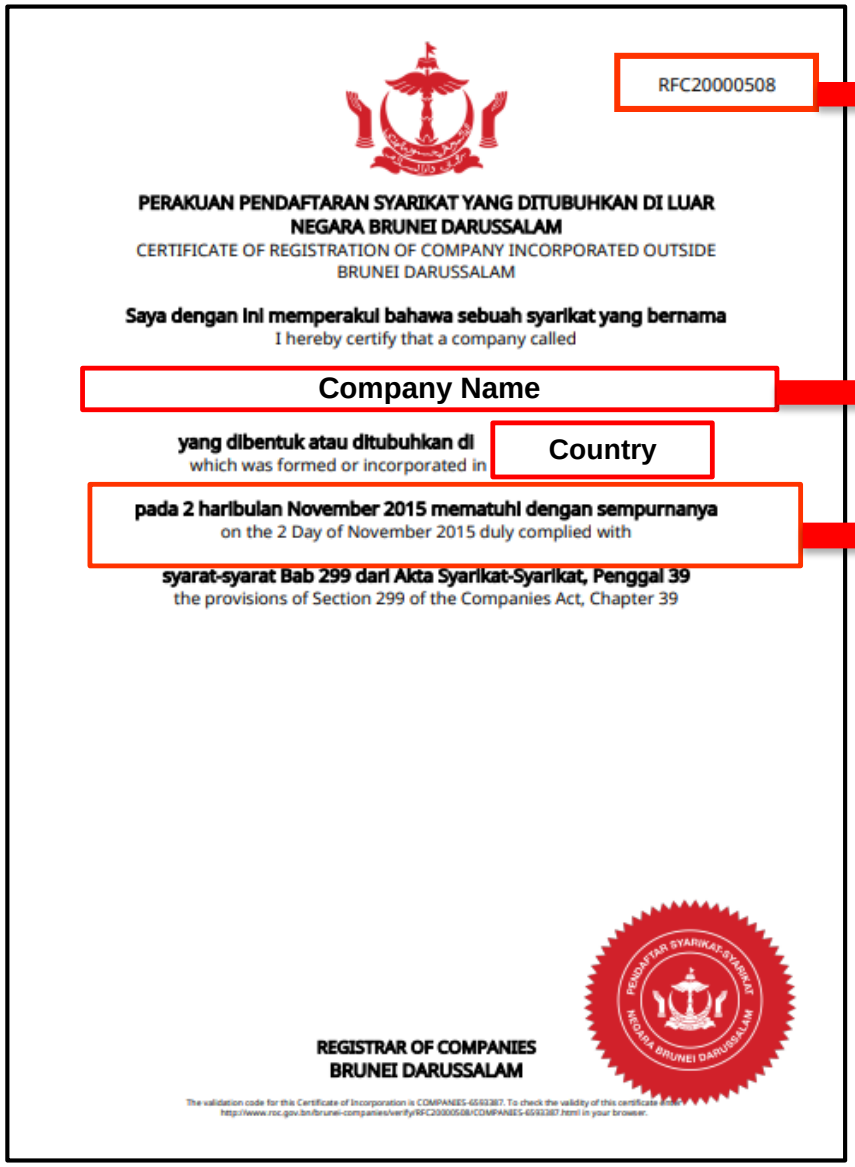
Dibuat di bawah tandatangan dan meterai saya, di Bandar Seri Begawan
Given under my hand and seal, at Bandar Seri Begawan

Adalah, pada	3	Haribulan	Ogos	2013
Is, on this	3	Day of	August	2013

Bp:PENDAFTAR SYARIKAT-SYARIKAT
REGISTRAR OF COMPANIES
NEGARA BRUNEI DARUSSALAM

Certificate of Registration of Company Incorporated Outside Brunei Darussalam

Perakuan Pendaftaran Syarikat Yang Ditubuhkan Di Luar Negara Brunei Darussalam



RFC20000508

PERAKUAN PENDAFTARAN SYARIKAT YANG DITUBUHKAN DI LUAR NEGARA BRUNEI DARUSSALAM
CERTIFICATE OF REGISTRATION OF COMPANY INCORPORATED OUTSIDE BRUNEI DARUSSALAM

Saya dengan ini memperakui bahawa sebuah syarikat yang bernama
I hereby certify that a company called

Company Name

yang dibentuk atau ditubuhkan di / which was formed or incorporated in **Country**

pada 2 haribulan November 2015 mematuhi dengan sempurnanya
on the 2 Day of November 2015 duly complied with

syarat-syarat Bab 299 dari Akta Syarikat-Syarikat, Penggal 39
the provisions of Section 299 of the Companies Act, Chapter 39

REGISTRAR OF COMPANIES
BRUNEI DARUSSALAM

The validation code for this Certificate of Incorporation is COMPANIES-6593387. To check the validity of this certificate enter http://www.roc.gov.bn/brunei-companies/verify/RFC20000508/COMPANIES-6593387.html in your browser.

2 **ROC Number** | *Nombor ROC*

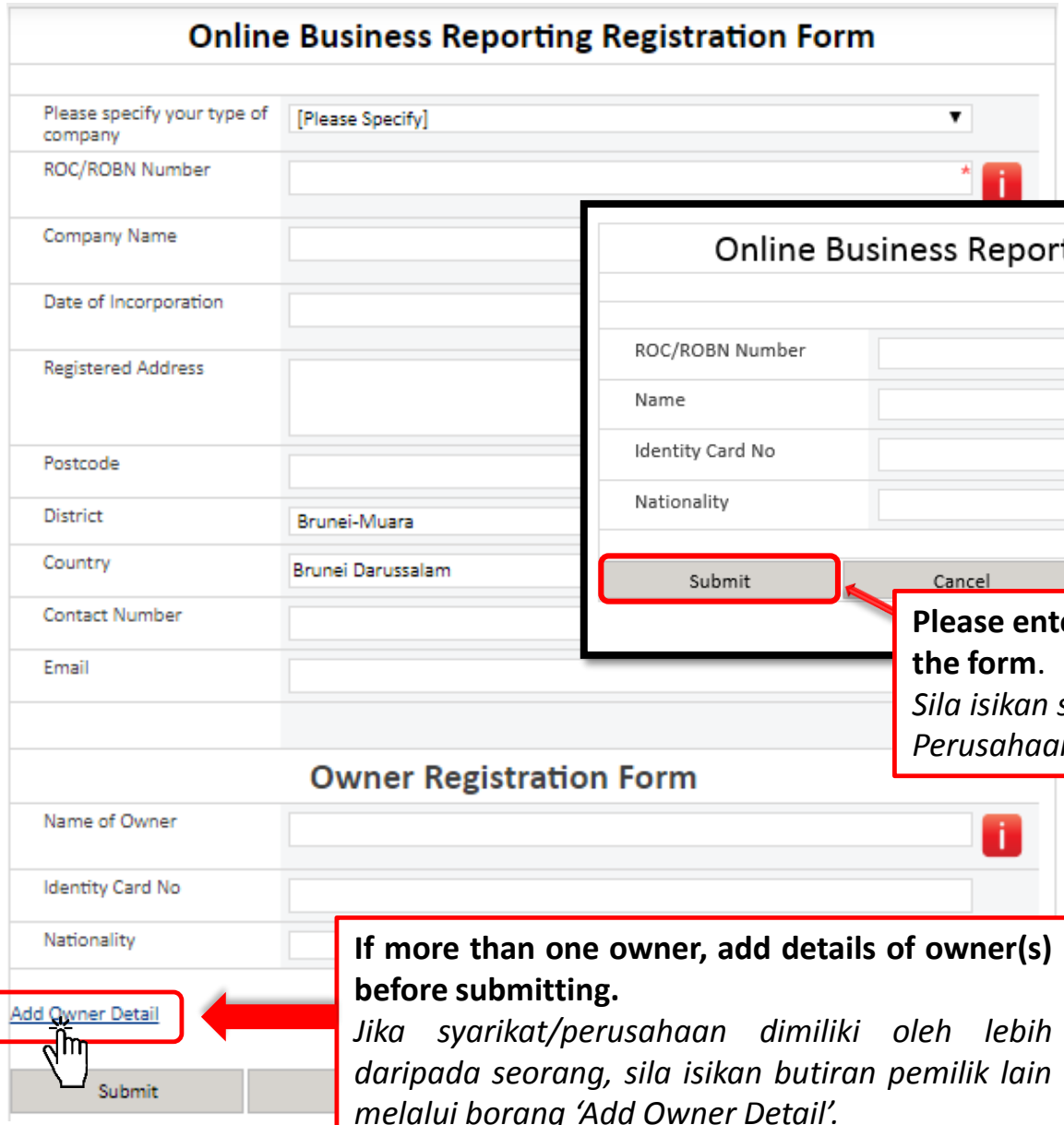
RFC20000508

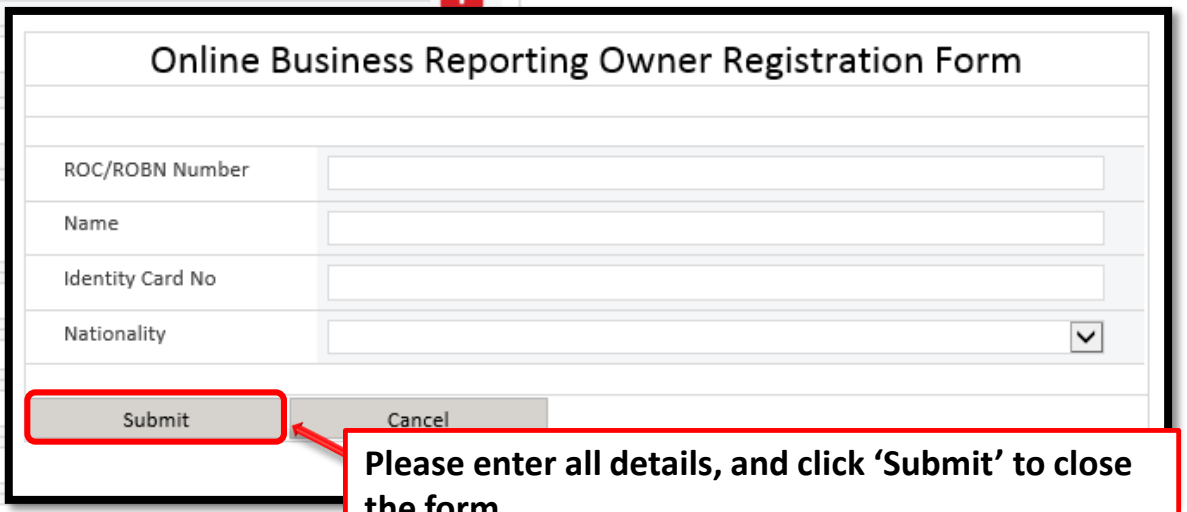
3 **Company Name**
Nama Syarikat

4 **Date of Incorporation**
Tarikh Pendaftaran

HOW TO ADD OWNER DETAILS
BAGAIMANA UNTUK MENAMBAH BUTIRAN PEMILIK

كمنترين كواغن دان ايكونومي
MINISTRY OF FINANCE AND ECONOMY
BRUNEI DARUSSALAM





Please enter all details, and click 'Submit' to close the form.
Sila isikan semua butiran pemilik Syarikat/ Perusahaan dan tekan butang 'Submit'.

If more than one owner, add details of owner(s) before submitting.
Jika syarikat/perusahaan dimiliki oleh lebih daripada seorang, sila isikan butiran pemilik lain melalui borang 'Add Owner Detail'.

Note | *Makluman*:
Please click 'Submit' button only after you have fill in all the details including owner(s) detail.
Sila tekan butang 'Submit' setelah awda mengisi semua butiran yang diperlukan termasuk semua butiran pemilik.

BUSINESS REPORTING E-REGISTRATION FORM
BORANG E-PENDAFTARAN

كمنترين كواغن دان ايكونومي
MINISTRY OF FINANCE AND ECONOMY
BRUNEI DARUSSALAM

For Cooperatives / Other Entities

Business Reporting Registration Form

(for Associations/NGOs/Other entities)

Type of organisation:	Select...	Others, please specify:	
Name of organisation:	PERSATUAN ABC *		
Registration number:	KPE/DG/TEST/123 *		
Date of incorporation:	08/08/2018 *		
Address:	NO. 123 KG. ABC, JLN XYZ *		
Postcode:	BG1234	District:	Select...
Telephone:	2XXXXXXX *	Fax:	
Email address:	PERSATUANABC@TEST.COM		

Authorized Personnel Registration Form

Name:	MUHAMMAD HAFIZ
Brunei Identity Card No:	XX-XXXXXXXX
User type:	Select...

* HR – User can access all 7 sections
Admin – User can access all sections, **except Section 4 - Employment.**

Owner/Principal Investors Details *(if applicable)*

Name:			
Nationality:	Brunei Darussalam	Shares:	
Citizenship:	Brunei Darussalam		

Director Details *(if applicable)*

Name:			
Nationality:	Brunei Darussalam	Brunei Identity Card No:	
Appointed Date:			
Email:			

Submit Cancel

SAMPLE OF EMAIL NOTIFICATION AFTER SUCCESSFUL REGISTRATION
CONTOH NOTIFIKASI EMEL SETELAH PENDAFTARAN DILULUSKAN

كمنترين كواغن دان ايكونومي
MINISTRY OF FINANCE AND ECONOMY
BRUNEI DARUSSALAM

Business <info@business.gov.bn>
Tue 6/2/2018 2:40 PM

Mark as read

To: br@mofe.gov.bn
Cc: BR Approval;

Action Items

Your OBR Registration,

(**ROC/ROBN Number : RC12345678**

Company Name KEMENTERIAN (TENAGA DAN TENAGA MANUSIA) DAN PERINDUSTRIAN

have been successfully approved.

Date of Approved: **06/02/2018 14:40:09**

Kindly wait 1-3 working days for your data to be available in Online Business Reporting.

*** Kindly note that this is an auto generated email, please do not reply to this email. If you need to contact us, please contact at br@mofe.gov.bn*

Upon receiving email notification, company/ businesses can only access Business Reporting Portal to report their data by the next working day.

Setelah menerima emel makluman, pemilik syarikat / perusahaan hanya akan dapat mengakses portal 'Business Reporting' pada keesokon harinya.

How to Log in to Business Reporting Portal

Cara 'Log in' ke Portal Laporan Perniagaan

ACCESSING BUSINESS REPORTING PORTAL
CARA MENGAKSES PORTAL LAPORAN PERNIAGAAN

كمنترين كواڠن دان ايكونومي
MINISTRY OF FINANCE AND ECONOMY
BRUNEI DARUSSALAM

businessBN
www.business.gov.bn

Bahasa Melayu | Text Size: A A A | Search | Menu

Welcome to the Business Reporting

The Business Reporting is an initiative to streamline all business data collection from various government systems. This initiative is a collaboration between the Ministry of Energy, Manpower and Industry (MEMI) with the Department of Economic Planning and Development, E-Government National Centre and Darussalam Enterprise (DARe) with the support from the other Government agencies.

Through this initiative, all companies' information from various government systems will be channeled/linked into the Business Reporting and all companies in Brunei Darussalam will only be required to send their business data & performance report through the Business Reporting portal.

The portal can be accessible to companies 24hrs a day, 7 days a week.

We kindly seek your cooperation to read the Guidelines and FAQs before submitting any data in the Business Reporting Portal. We also advise and request your cooperation as employer/owner/director to complete the business information by your good self or your authorised employees. To avoid any misuse of your confidential company/business information, we strongly discourage use of third party/agent to do reporting on your behalf.

Thank you.

Guidelines and FAQs

Busi... porting Full Guideline (La... ated: 2... /2018)

Business ... ck (La...

Business ... (Last Update...

Labour Census 2018 - Notifica... & Guideline

Guidelines & FAQ

Enter Company / Business Name:

Kementerian Tenaga | Search

ROCBN	COMPANY_NAME
RC12345678	KEMENTERIAN TENAGA (TENAGA DAN TENAGA MANUSIA) DAN PERINDUSTRIAN

Proceed to Business Reporting

Click this button
Tekan butang ini

Note | *Makluman*:
After clicking the 'Proceed to Business Reporting' button, you will be directed to eDarussalam login page.
Setelah menekan butang 'Proceed to Business Reporting'', awda akan diarahkan ke halaman login eDarussalam.

Please enter IC number of owner / director / authorised personnel of companies / businesses / organisations.

Sila isikan nombor kad pengenalan Pemilik / Pengarah Syarikat / kakitangan yang diberi kebenaran bagi Syarikat / Perusahaan / Pertubuhan.

Please enter the eDarussalam password of the user.
Sila isikan kata laluan akaun eDarussalam.

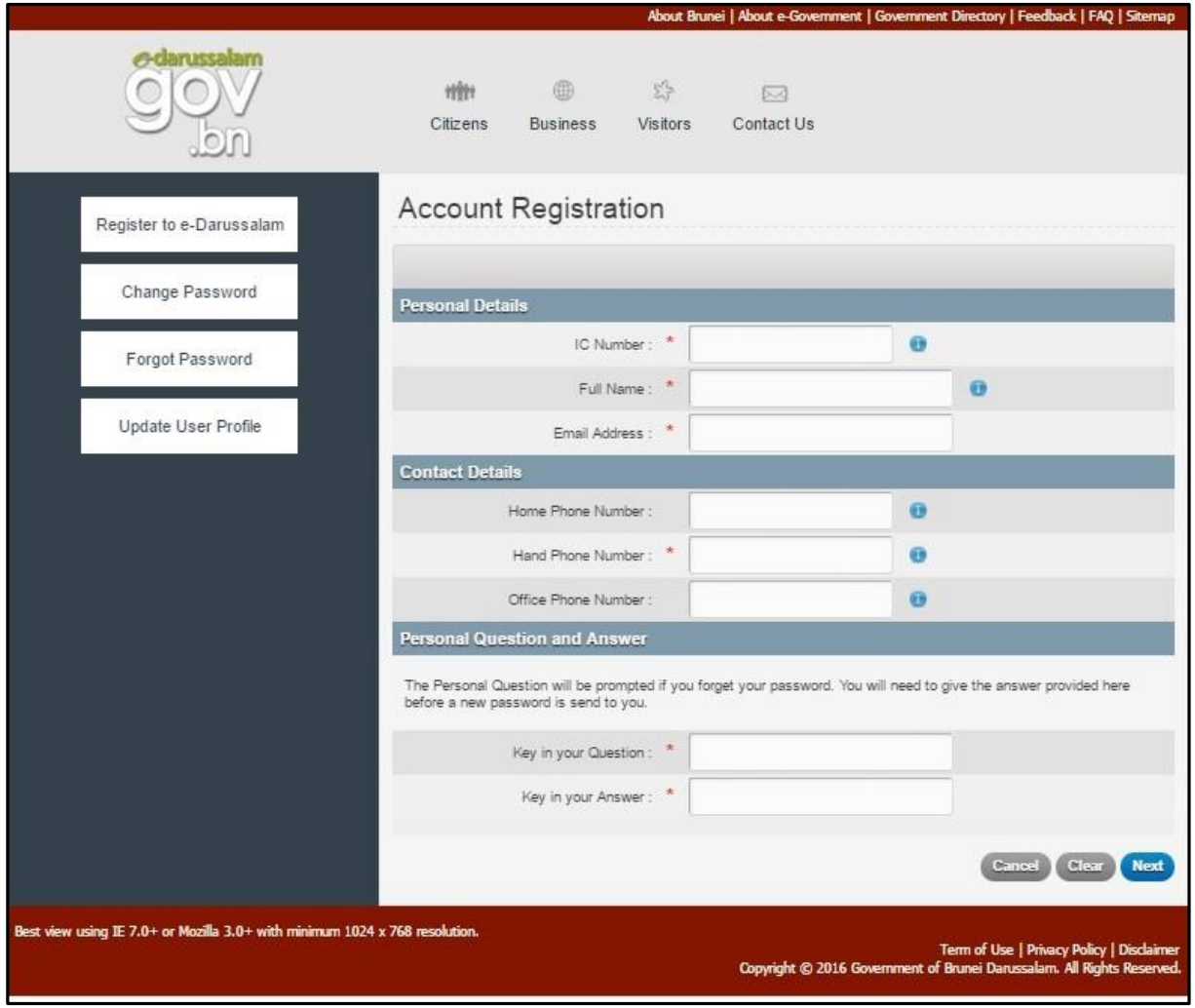
Then click *'Submit'* Button.
Seterusnya, tekan butang 'Submit'.

OWNERS OR DIRECTORS WITHOUT E-DARUSSALAM ACCOUNT

PEMILIK ATAU PENGARAH SYARIKAT / PERUSAHAAN YANG BELUM MENDAFTAR AKAUN E-DARUSSALAM

Please click 'Register Here' to register E-darussalam account if the owner/shareholder do not have an e-Darussalam account.

Sila tekan butang 'Register here' untuk mendaftar akaun e-darussalam bagi Pemilik/Pengarah Syarikat/Perusahaan yang belum mempunyai akaun e-Darussalam.



Upon registration, user will need to activate their account at dedicated e-Darussalam counters.

Setelah pendaftaran dibuat, pengguna perlu mengaktifkan akaun E-Darussalam dikaunter-kaunter e-Darussalam.

DISTRICT	ADDRESS	CONTACT NUMBER
Brunei-Muara District	**Department of Electrical Services Headquarters Building** Old Airport, Berakas, Bandar Seri Begawan, BB3510, Brunei Darussalam.	2387000
	Department of Electrical Services Bandar Branch Bahagian Pengurusan Hasil, Jalan Kianggeh, Bandar Seri Begawan, BS8610, Brunei Darussalam.	2225936
	Business Support Center Brunei-Muara 1st Floor, Design & Technology Building, Simpang 32-37, Kampung Anggerek Desa, Bandar Seri Begawan, BB3713, Brunei Darussalam.	2384830 Ext 101
	Land Transport Department Headquarters Beribi, Jalan Gadong, Bandar Seri Begawan, BE1110.	2451979/80/81
	Public Service Commission 1st Floor, Old Airport, Berakas, Bandar Seri Begawan, BB3510, Brunei Darussalam.	2380459/2380460
	JobCentre Brunei Former BINA Building, KM8, Jalan Perindustrian Kampung Beribi, Bandar Seri Begawan, BB3910, Brunei Darussalam.	8239933
	Lands Department, Brunei Muara Kaunter Penerimaan Permohonan, Bahagian Pendaftaran, Tingkat Bawah, Jabatan Tanah, Kementerian Pembangunan, Lapangan Terbang Lama, Berakas, Bandar Seri Begawan, BB3510, Brunei Darussalam.	2382863

Tutong District	**Department of Electrical Services** Tutong Branch Jalan Bukit Bendera, Tutong, TA1341, Brunei Darussalam.	4220760
	Lands Department, Tutong Kaunter Penerimaan Permohonan, Pejabat Tanah Daerah Tutong, Tutong, TA1341, Brunei Darussalam.	4221372
Kuala Belait and Seria	**Department of Electrical Services** Belait Branch Jalan Pandan 1, Kuala Belait, KA1931, Brunei Darussalam.	3340014 Ext 49
	Department of Electrical Services Seria Branch Jalan Lorong Tengah Seria, KB 1133, Brunei Darussalam.	3221344
	Business Support Centre Kuala Belait Ground Level, Kuala Belait and Seria Municipal Board Building, Kuala Belait, Brunei Darussalam,	3330780
Temburong District	**Department of Electrical Services** Temburong Branch Mukim Batu Apoi, Temburong, BA 3551, Brunei Darussalam.	5222150 / 5222151

Q. What should I bring during e-Darussalam account confirmation?
S. Apakah yang perlu dibawa untuk mengaktifkan akaun E-Darussalam?

You are only required to bring and present your Identity Card to account activation operators at authorized counters.
Biskita hanya perlu membawa Kad Pengenalan ke kaunter pengaktifan akaun E-Darussalam.

Q. Will I be provided with username and password automatically once I'm registered in e-Darussalam?
S. Adakah saya akan terus diberikan 'username' dan kata laluan selepas pengaktifan akaun e-Darussalam?

1. **E-Darussalam username is you Identity Card number**
   E-Darussalam 'username' adalah nombor kad pengenalan awda.

2. **Password will be sent to your email, upon activation.**
   Kata laluan akan dihantar melalui emel setelah akaun diaktifkan.

1.

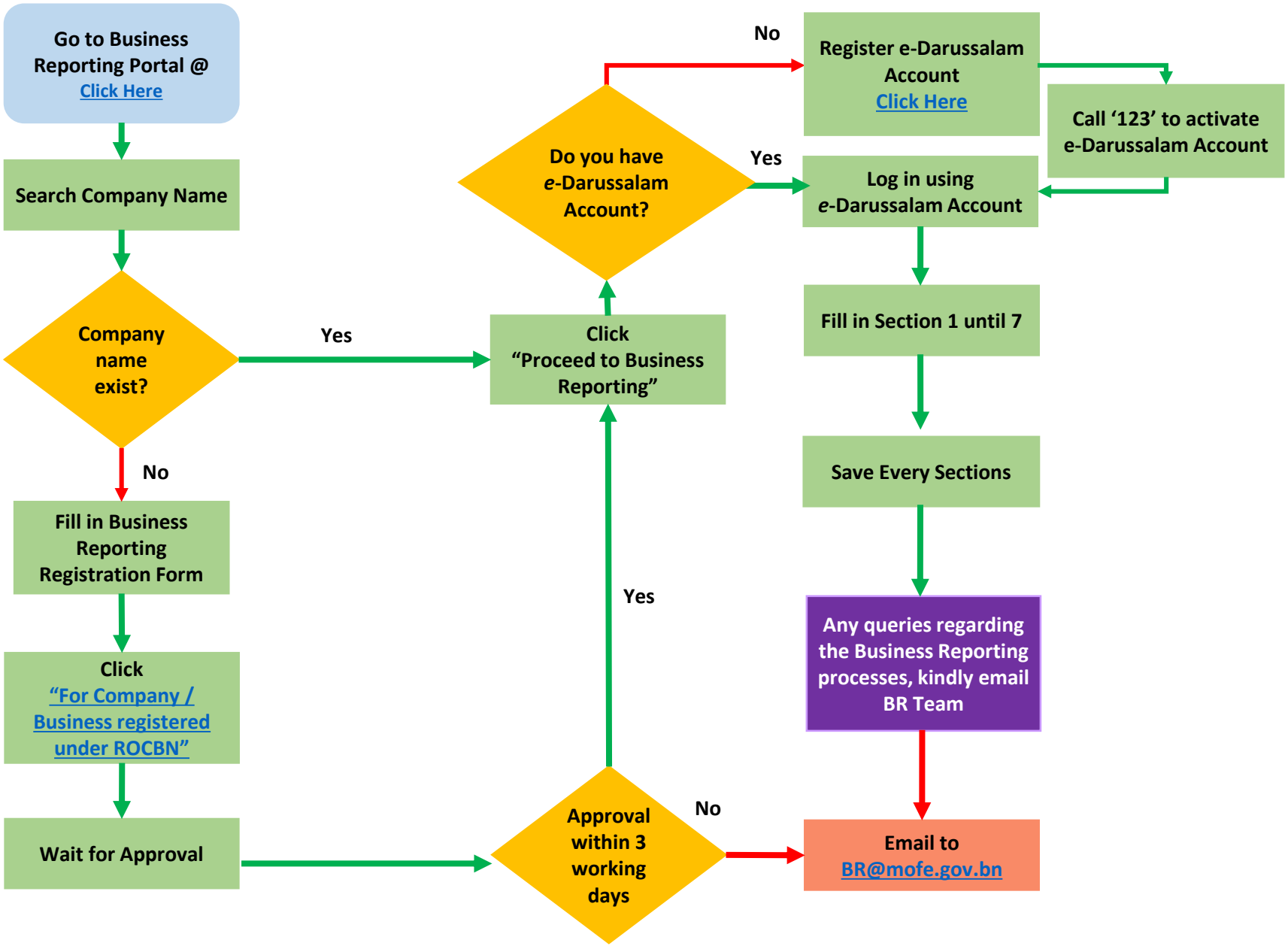
Please click 'I forgot my password' to reset your e-darussalam Account Password

Sila Tekan butang 'I forgot my password' untuk menukar kata laluan akaun e-darussalam.

2. **Call Darussalam Hotline at 123 to request to reset e-password**
Sila hubungi Talian Hotline Darussalam di talian 123 untuk menukar semula kata laluan

BUSINESS REPORTING (BR) PROCESS |
PROSES BUSINESS REPORTING (CARTA ALIRAN)

كمنترين كواغن دان ايكونومي
MINISTRY OF FINANCE AND ECONOMY
BRUNEI DARUSSALAM



Navigating the Sections in Business Reporting Portal

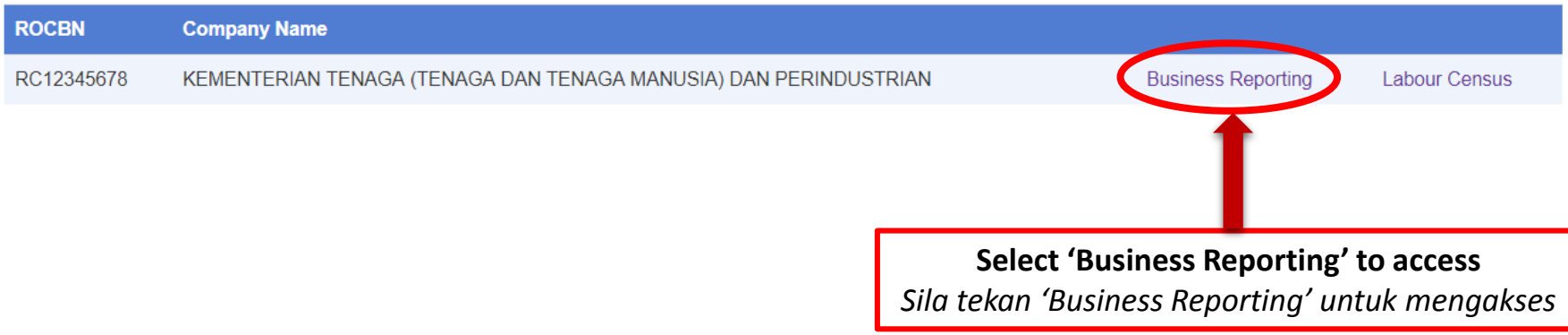
Mengakses Seksyen-Seksyen di Portal Laporan Perniagaan

NAVIGATING SEVEN (7) SECTIONS

- SECTION 1 | COMPANY DETAILS / *KETERANGAN SYARIKAT*
- SECTION 2 | BUSINESS INFORMATION / *MAKLUMAT PERNIAGAAN*
- SECTION 3 | BUSINESS STATUS / *STATUS PERNIAGAAN*
- SECTION 4 | EMPLOYMENT / *PEKERJAAN*
- SECTION 5 | EXPENDITURE / *PERBELANJAAN*
- SECTION 6 | REVENUE / *HASIL PENDAPATAN*
- SECTION 7 | FOREIGN DIRECT INVESTMENTS / *PELABURAN LANGSUNG ASING*

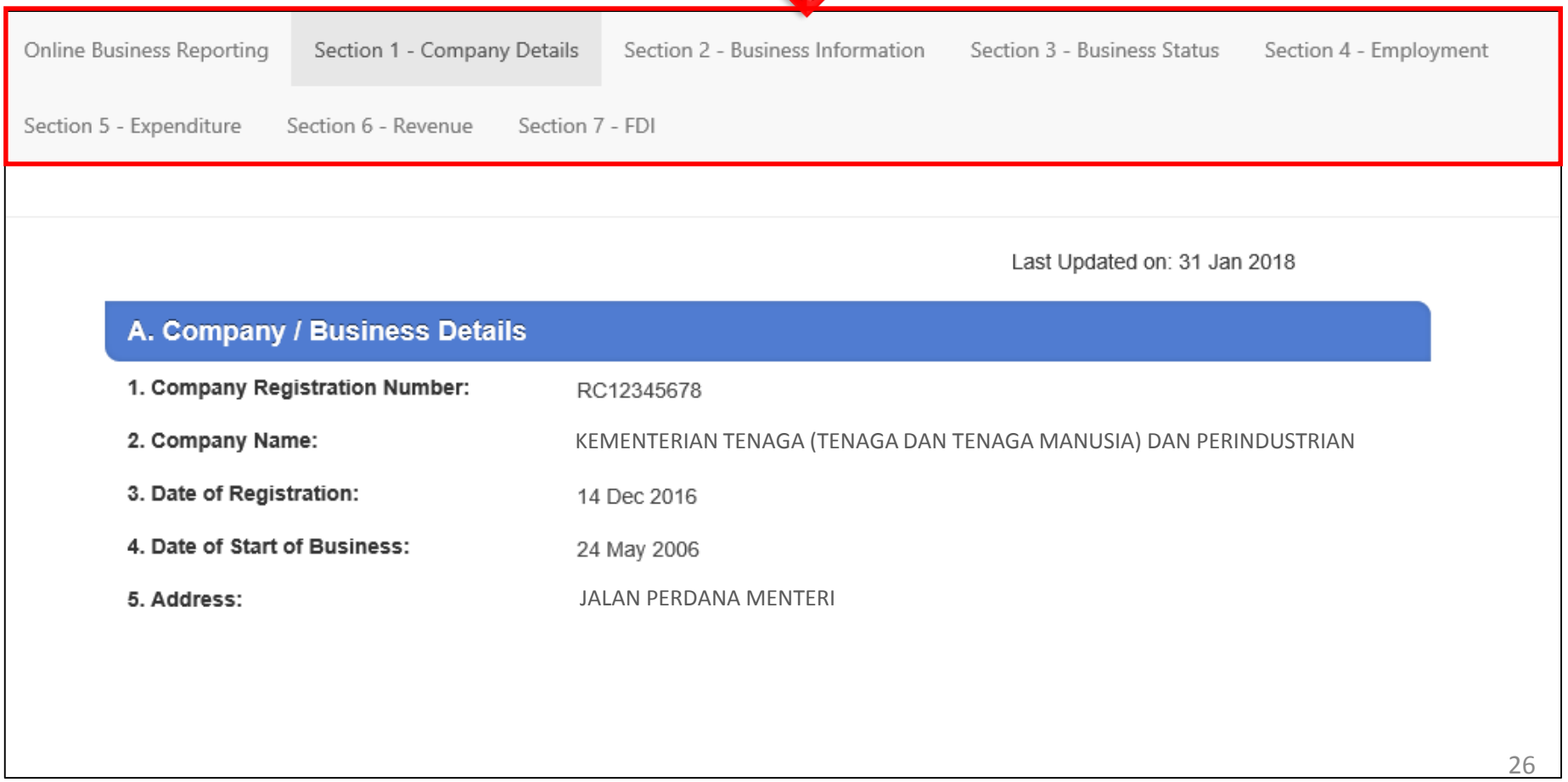
Once signed in successfully, users will see a list of available ROCBN / BR Registration numbers linked to their Smart Identification Card (IC)

Setelah proses daftar masuk, pengguna boleh melihat senarai nombor ROCBN/ Pendaftaran BR yang yang berkaitan dengan nombor kad pengenalan mereka



Select 'Business Reporting' to access
Sila tekan 'Business Reporting' untuk mengakses

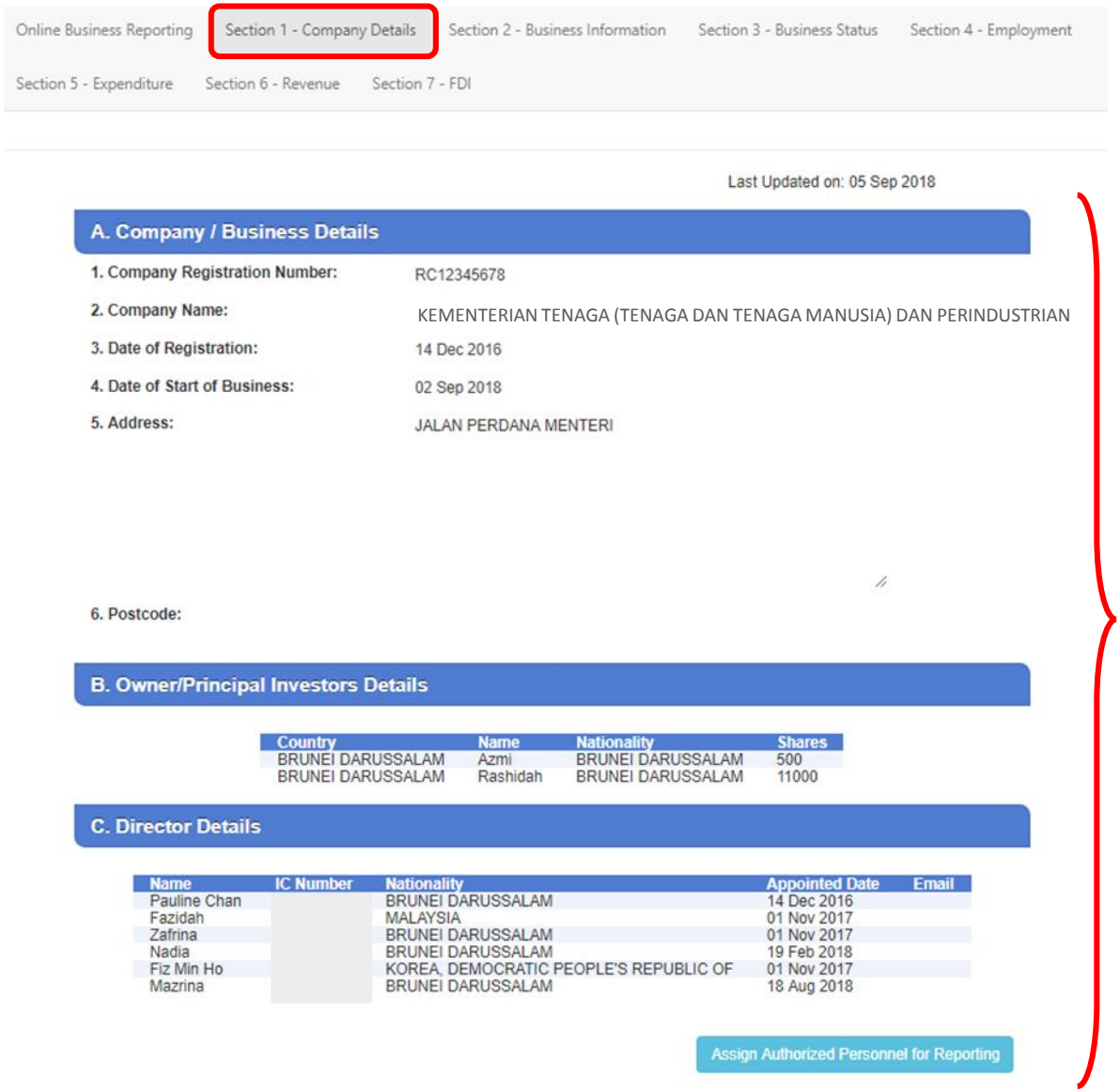
There are seven (7) sections in Business Reporting Portal.
Click the following tabs to access different sections.
Terdapat tujuh (7) Bahagian di Portal Laporan Perniagaan.
Setiap bahagian akan dapat diakses dengan menekan tab-tab seperti tertera di bawah.



SECTION 1

Company Details | *Keterangan Syarikat*

Section 1 – Company Details | *Keterangan Syarikat*



Online Business Reporting | Section 1 - Company Details | Section 2 - Business Information | Section 3 - Business Status | Section 4 - Employment | Section 5 - Expenditure | Section 6 - Revenue | Section 7 - FDI

Last Updated on: 05 Sep 2018

A. Company / Business Details

1. Company Registration Number: RC12345678
2. Company Name: KEMENTERIAN TENAGA (TENAGA DAN TENAGA MANUSIA) DAN PERINDUSTRIAN
3. Date of Registration: 14 Dec 2016
4. Date of Start of Business: 02 Sep 2018
5. Address: JALAN PERDANA MENTERI
6. Postcode:

B. Owner/Principal Investors Details

Country	Name	Nationality	Shares
BRUNEI DARUSSALAM	Azmi	BRUNEI DARUSSALAM	500
BRUNEI DARUSSALAM	Rashidah	BRUNEI DARUSSALAM	11000

C. Director Details

Name	IC Number	Nationality	Appointed Date	Email
Pauline Chan		BRUNEI DARUSSALAM	14 Dec 2016	
Fazidah		MALAYSIA	01 Nov 2017	
Zafrina		BRUNEI DARUSSALAM	01 Nov 2017	
Nadia		BRUNEI DARUSSALAM	19 Feb 2018	
Fiz Min Ho		KOREA, DEMOCRATIC PEOPLE'S REPUBLIC OF	01 Nov 2017	
Mazrina		BRUNEI DARUSSALAM	18 Aug 2018	

Assign Authorized Personnel for Reporting

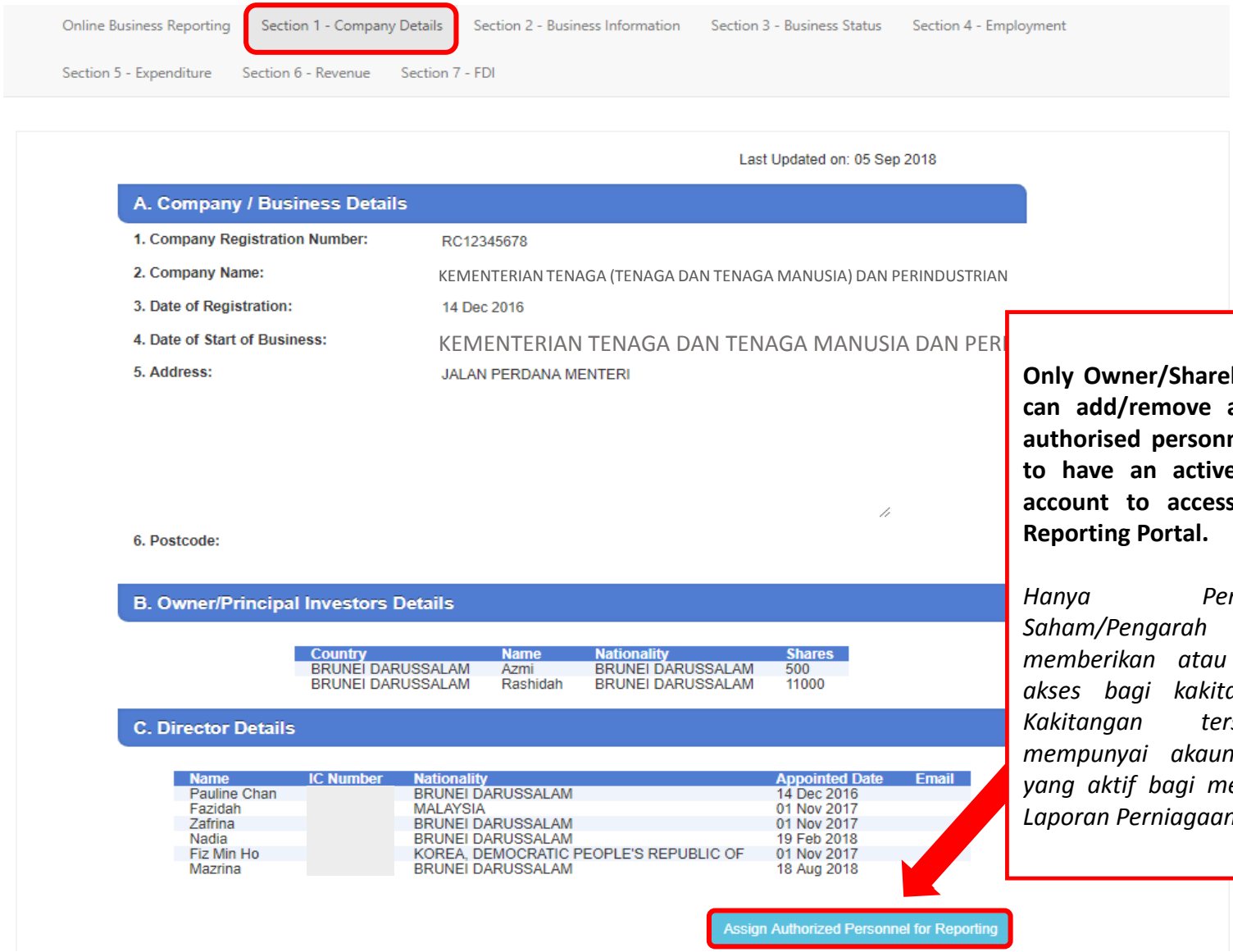
Data is retrieved from ROCBN's system.
Maklumat Syarikat / Perusahaan adalah diperolehi dari sistem ROCBN.

To amend, please update your details at ROCBN, Ministry of Finance and Economy.
Pengemaskinian maklumat di Seksyen 1 hanya dapat dibuat di ROCBN, Kementerian Kewangan dan Ekonomi.

Note/Makluman:
If there is still discrepancies (not as per ROCBN system) of information in this section, kindly screenshot and email it to br@mofe.gov.bn

Jika terdapat sebarang maklumat Syarikat/ Perusahaan awda yang tidak betul (tidak sama seperti yang tertera didalam sistem ROCBN), sila gambarkan dan emel ke br@mofe.gov.bn

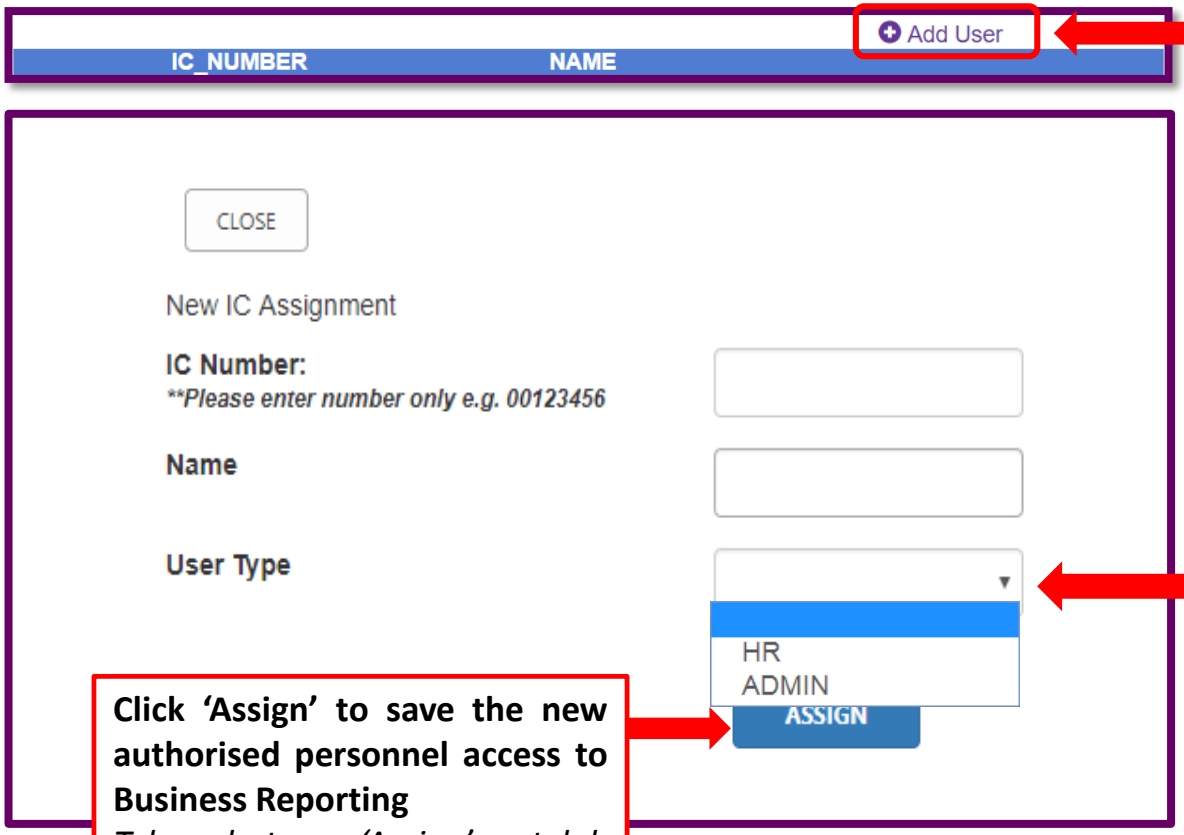
How to assign authorized personnel for reporting? | *Bagaimana untuk memberikan akses kepada orang lain?*



Only Owner/Shareholder/Director can add/remove access of their authorised personnel. Users need to have an active e-Darussalam account to access the Business Reporting Portal.

Hanya Pemilik/Pemegang Saham/Pengarah boleh memberikan atau mengeluarkan akses bagi kakitangan mereka. Kakitangan tersebut perlu mempunyai akaun e-darussalam yang aktif bagi mengakses portal Laporan Perniagaan.

How to assign authorized personnel for reporting? | *Bagaimana untuk memberikan akses kepada orang lain?*



Click 'Add User' to add new authorised personnel
Tekan butang "Add User" untuk menambah pengguna baharu.

HR – User can access <u>all sections</u>
HR – Pengguna diberikan akses pada semua seksyen di 'Business Reporting'.

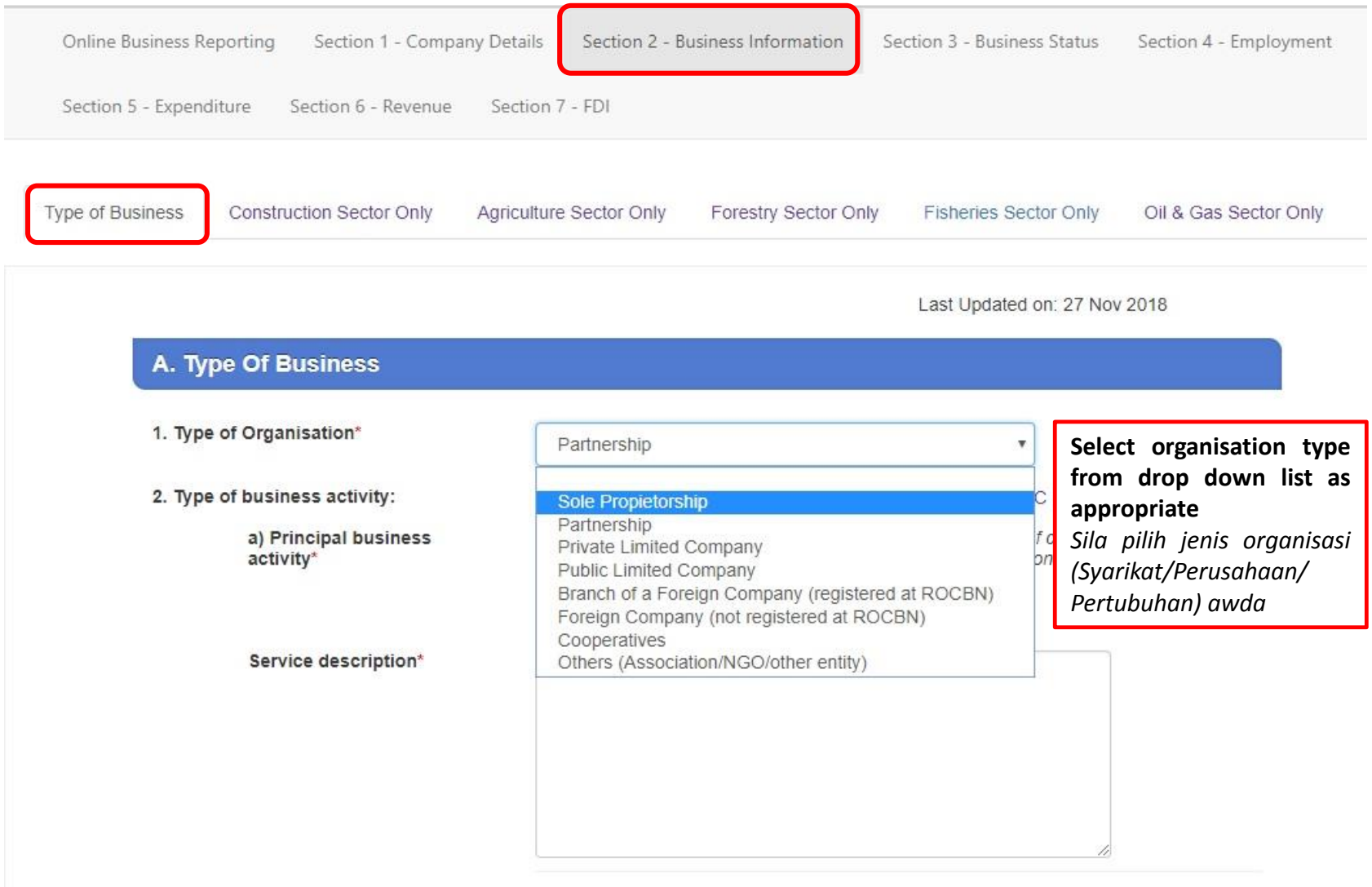
Admin – User can access all sections, <u>except section 4 (Employment)</u>
Admin – Pengguna dapat mengakses semua bahagian, kecuali Bahagian 4 (Tenaga Pekerja)

Click 'Assign' to save the new authorised personnel access to Business Reporting
Tekan butang 'Assign' setelah semua maklumat bagi pengguna tambahan diisi untuk disimpan.

Note/Makluman:
Do not assign a user both HR and Admin simultaneously as it will deny the HR access to the user.
Sila pilih salah satu Jenis Pengguna sahaja.

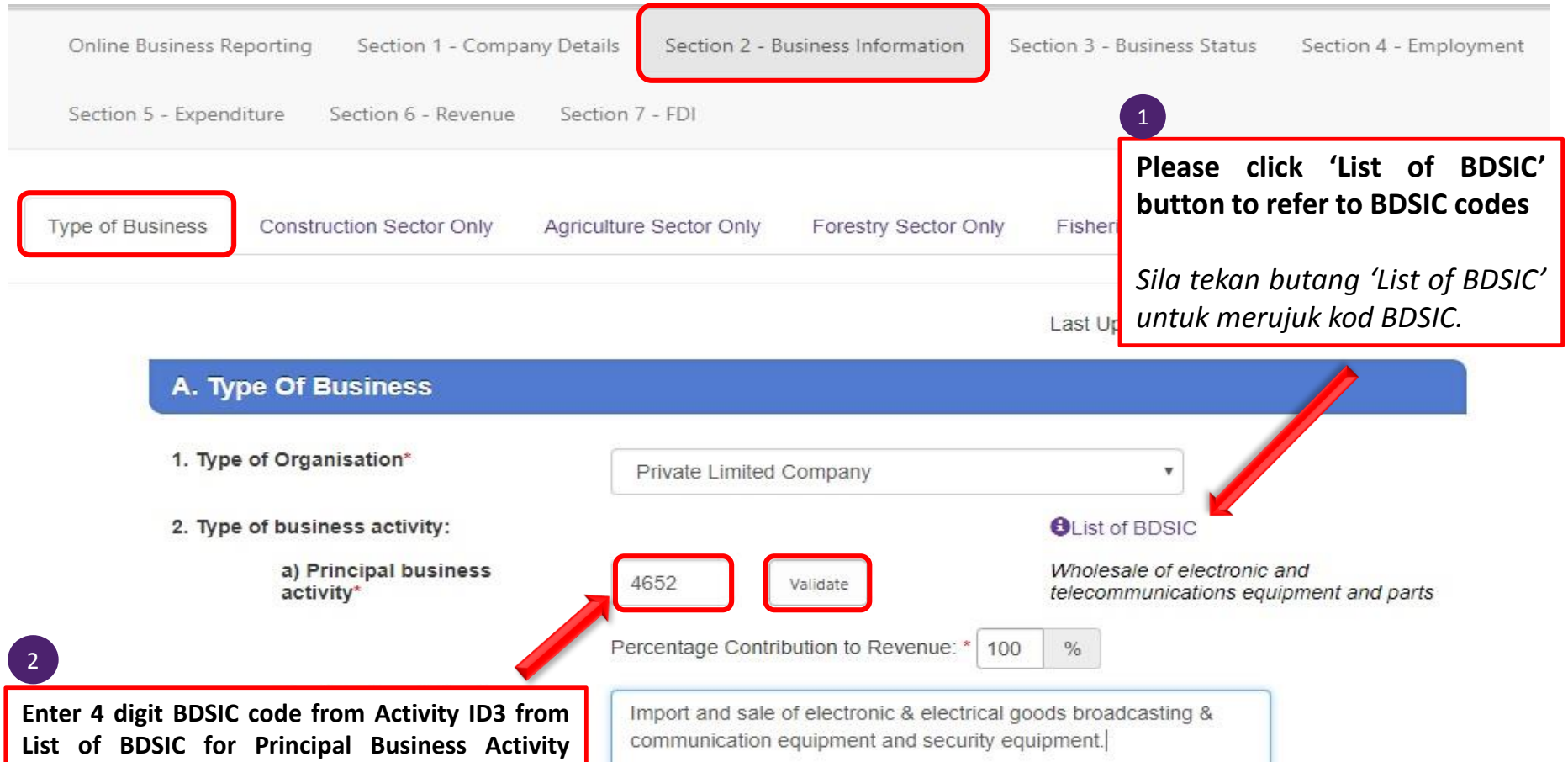
SECTION 2

Business Information | *Maklumat Perniagaan*



Select organisation type from drop down list as appropriate
Sila pilih jenis organisasi (Syarikat/Perusahaan/ Pertubuhan) awda

Brunei Darussalam Standard Industrial Classification (BDSIC) Code



1

Please click 'List of BDSIC' button to refer to BDSIC codes

Sila tekan butang 'List of BDSIC' untuk merujuk kod BDSIC.

2

Enter 4 digit BDSIC code from Activity ID3 from List of BDSIC for Principal Business Activity (Highest Revenue). Then, click validate.

Sila masukkan 4 angka kod BDSIC untuk Aktiviti Utama Perniagaan/Perusahaan awda (Aktiviti yang menghasilkan pendapatan yang tertinggi). Kemudian tekan butang pengesahan.

Brunei Darussalam Standard Industrial Classification (BDSIC) Code

Industry ID	Industry Description	Activity ID 1	Activity Description 1	Activity ID 2	Activity Description 2	Activity ID 3	Activity Description 3
G	WHOLESALE AND RETAIL TRADE; REPAIR OF MOTOR VEHICLE AND MOTORCYCLES	46	WHOLESALE TRADE, EXCEPT OF MOTOR VEHICLES AND MOTORCYLES	464	Wholesale of household goods	4649	Wholesale of other household goods
G	WHOLESALE AND RETAIL TRADE; REPAIR OF MOTOR VEHICLE AND MOTORCYCLES	46	WHOLESALE TRADE, EXCEPT OF MOTOR VEHICLES AND MOTORCYLES	465	Wholesale of machinery, equipment and supplies	4651	Wholesale of computers, computer peripheral equipment and software
G	WHOLESALE AND RETAIL TRADE; REPAIR OF MOTOR VEHICLE AND MOTORCYCLES	46	WHOLESALE TRADE, EXCEPT OF MOTOR VEHICLES AND MOTORCYLES	465	Wholesale of machinery, equipment and supplies	4652	Wholesale of electronic and telecommunications equipment and parts
G	WHOLESALE AND RETAIL TRADE; REPAIR OF MOTOR VEHICLE AND MOTORCYCLES	46	WHOLESALE TRADE, EXCEPT OF MOTOR VEHICLES AND MOTORCYLES	465	Wholesale of machinery, equipment and supplies	4653	Wholesale of agricultural machinery, equipment and supplies
G	WHOLESALE AND RETAIL TRADE; REPAIR OF MOTOR VEHICLE AND MOTORCYCLES	46	WHOLESALE TRADE, EXCEPT OF MOTOR VEHICLES AND MOTORCYLES	465	Wholesale of machinery, equipment and supplies	4659	Wholesale of other machinery and equipment
G	WHOLESALE AND RETAIL TRADE; REPAIR OF MOTOR VEHICLE AND MOTORCYCLES	46	WHOLESALE TRADE, EXCEPT OF MOTOR VEHICLES AND MOTORCYLES	466	Other specialized wholesale	4661	Wholesale of solid, liquid and gaseous fuels and related products

2

Please use the **4 digit BDSIC code** which corresponds to the company's activity.

Online Business Reporting | Section 1 - Company Details | Section 2 - Business Information | Section 3 - Business Status | Section 4 - Employment | Section 5 - Expenditure | Section 6 - Revenue | Section 7 - FDI

Type of Business | Construction Sector Only | Agriculture Sector Only | Forestry Sector Only | Fisheries Sector Only | Oil & Gas Sector Only

Last Updated on: 27 Nov 2018

A. Type Of Business

1. **Type of Organisation***: Private Limited Company

2. **Type of business activity:**

1 List of BDSIC

a) **Principal business activity*** 2 4652 Validate — *Wholesale of electronic and telecommunications equipment and parts*

3 Percentage Contribution to Revenue: * 100 %

Service description*

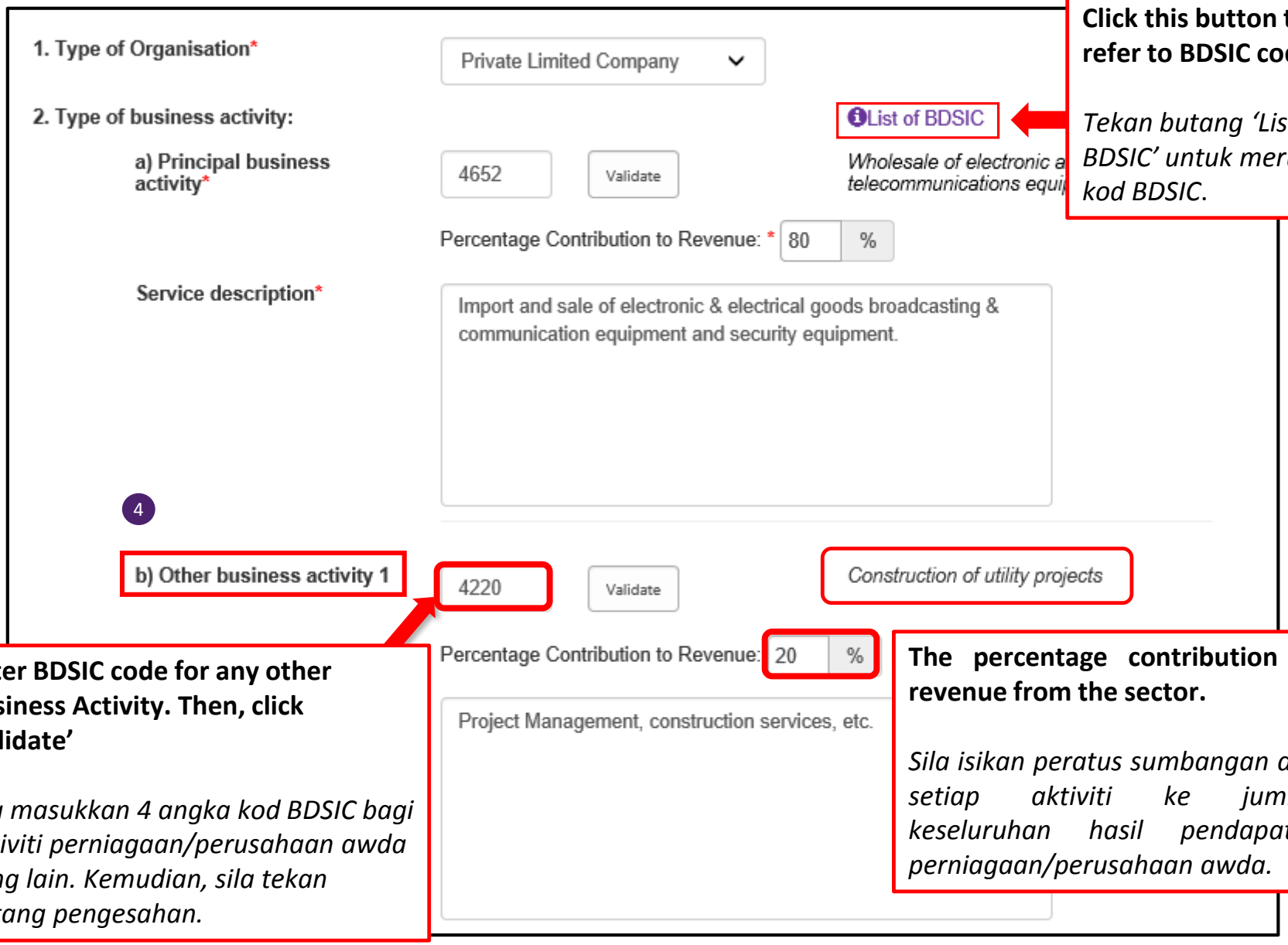
Import and sale of electronic & electrical goods broadcasting & communication equipment and security equipment.

In 50 words or less, provide a summary of business activities.

Sila huraikan aktiviti perniagaan/ perusahaan awda tidak lebih dari 50 patah perkataan.

The percentage contribution to revenue from the business activity.

Sila isikan peratus sumbangan dari setiap aktiviti perniagaan ke jumlah keseluruhan hasil pendapatan perniagaan/perusahaan awda.



Click this button to refer to BDSIC codes

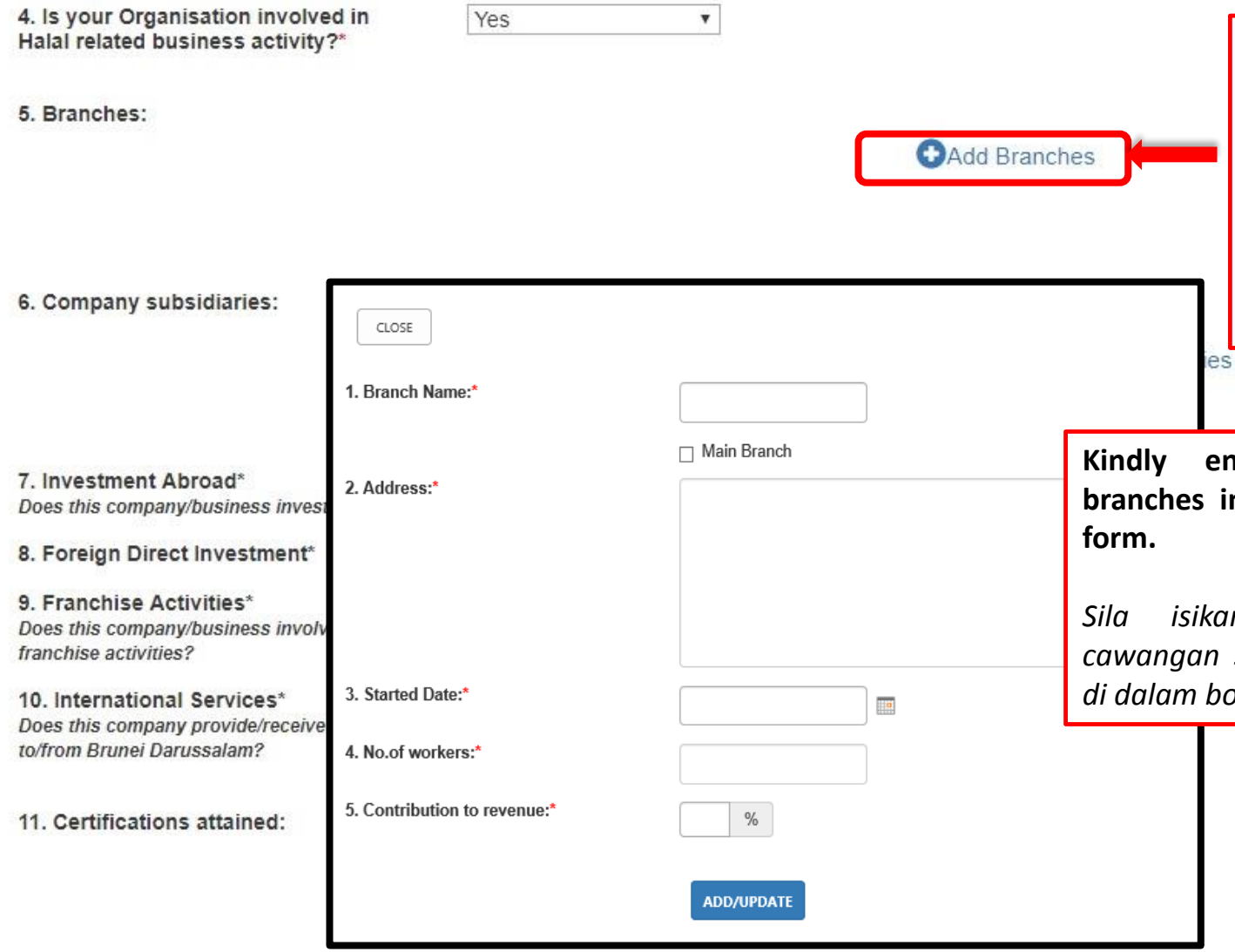
Tekan butang 'List of BDSIC' untuk merujuk kod BDSIC.

Enter BDSIC code for any other Business Activity. Then, click 'validate'

Sila masukkan 4 angka kod BDSIC bagi aktiviti perniagaan/perusahaan awda yang lain. Kemudian, sila tekan butang pengesahan.

The percentage contribution to revenue from the sector.

Sila isikan peratus sumbangan dari setiap aktiviti ke jumlah keseluruhan hasil pendapatan perniagaan/perusahaan awda.



If there are any branches, click the '+ Add/Update Branches' button.

Jika Syarikat/Perusahaan mempunyai cawangan, sila tekan butang '+Add/Update Branches'

Kindly enter company/businesses branches information in this pop-up form.

Sila isikan maklumat mengenai cawangan Syarikat/Perusahaan awda di dalam borang yang tertera

6. Company subsidiaries:

If there is any company subsidiaries, please click the 'Add/Update Subsidiaries' button.

Jika awda mempunyai anak-anak syarikat, sila tekan butang 'Add/Update Subsidiaries'

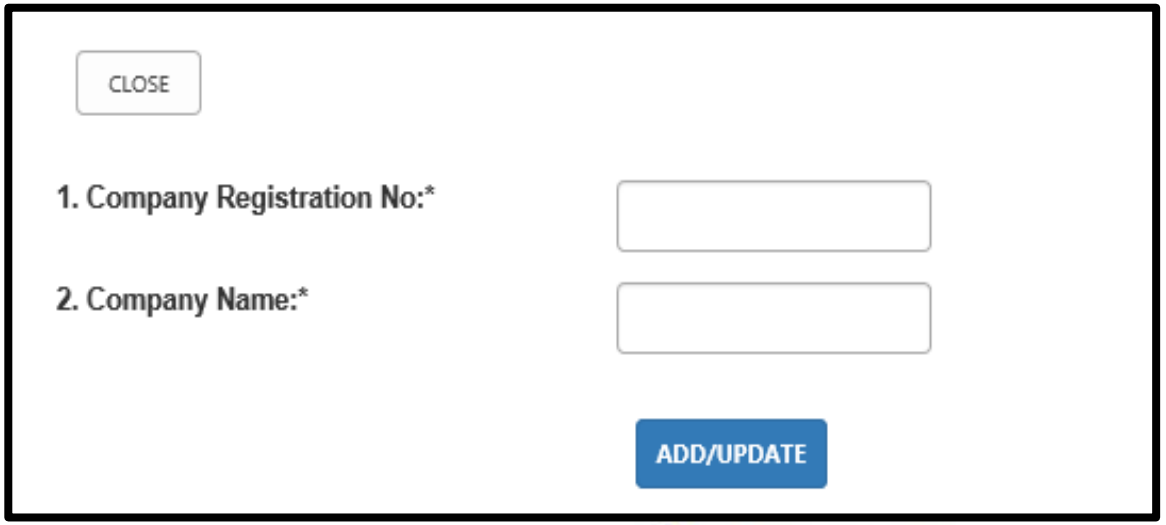
7. Investment Abroad*
Does this company/business invest abroad?

8. Foreign Direct Investment*

9. Franchise Activities*
Does this company/business involve in any franchise activities?

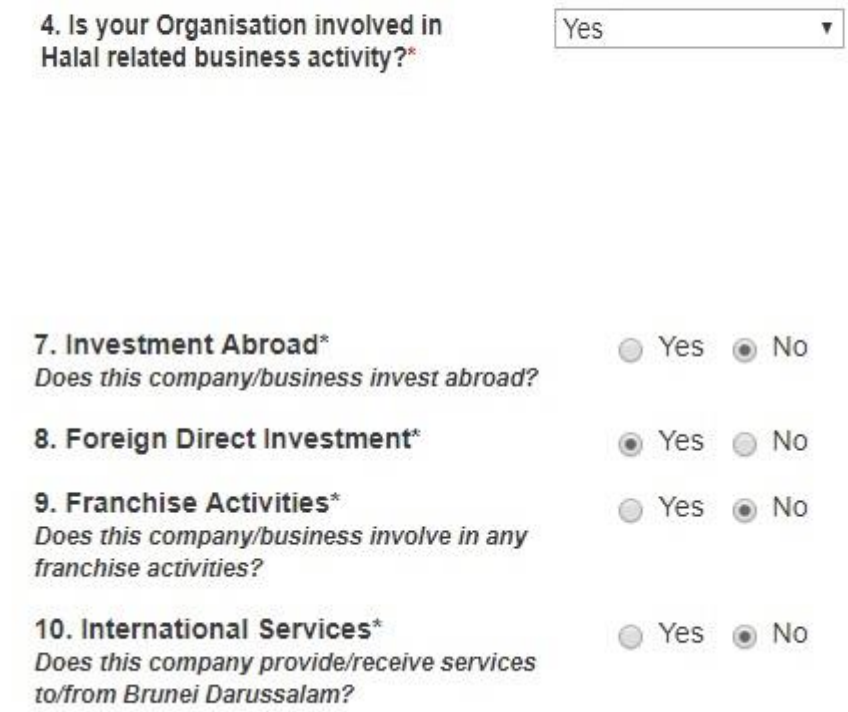
10. International Services*
Does this company provide/receive services to/from Brunei Darussalam?

11. Certifications attained:



Kindly fill in the list of company subsidiaries in this pop up form

Sila isikan maklumat mengenai anak-anak syarikat awda di dalam borang yang tertera.



Please select 'Yes' or 'No' as appropriate

Sila pilih jawapan yang bersesuaian dengan menekan butang 'Yes' atau 'No'.

11. Certifications attained:

Enter details of certificates that the company has e.g. ISO, Halal etc. by clicking 'Add/Update Certificate'.

Sila kemas kini maklumat sijil-sijil yang diperolehi Syarikat/Perusahaan seperti sijil 'ISO', sijil Halal dan sebagainya dengan menekan butang 'Add/Update Certificate'.

Add Certificate Info

Kindly fill in the details of company certificates in this pop up form.

Sila isikan maklumat sijil-sijil yang diperolehi Syarikat/Perusahaan didalam borang yang tertera.

CLOSE

1. Certificate Title:

2. Certification Reference Number:

3. Certification Issue Date:

4. Certificate Expiry Date:

ADD/UPDATE

B. Contact Person

Add Contact Person

		Contact Person	Office Number	Mobile Number	Fax Number	Email
Edit	Delete	Siti Noraminah	2336295	8999999	2384488	br@memi.gov.bn

** Field is mandatory*

SAVE

B. Contact Person

1. Contact Person*

2. Telephone Number:

   a) Office Number*
   (Enter 7 digit no: 2/3/4/5xxxxxx)

   b) Mobile Number*
   (Enter 7 digit no: 7/8xxxxxx)

   c) Fax Number

3. Email*

4. Website

** Field is mandatory*

SAVE

Note:

- Kindly fill in all fields.
- Do not leave any fields empty / blank.
- For non-relevant fields, kindly put "0".
- Only one telephone number is allowed in each field.

Makluman:

- *Sila isikan semua butiran.*
- *Sila isi "0" bagi mana yang tidak bekernaan.*
- *Hanya satu nombor telefon sahaja dibenarkan bagi setiap kotak.*

Fill in additional sections if company is involved in the above sectors.
Sila isikan bahagian tambahan yang lain jika Syarikat/Perusahaan awda berkaitan dengan sektor yang dinyatakan di atas.

1. Type of Organisation*: Private Limited Company

2. Type of business activity: List of BDSIC

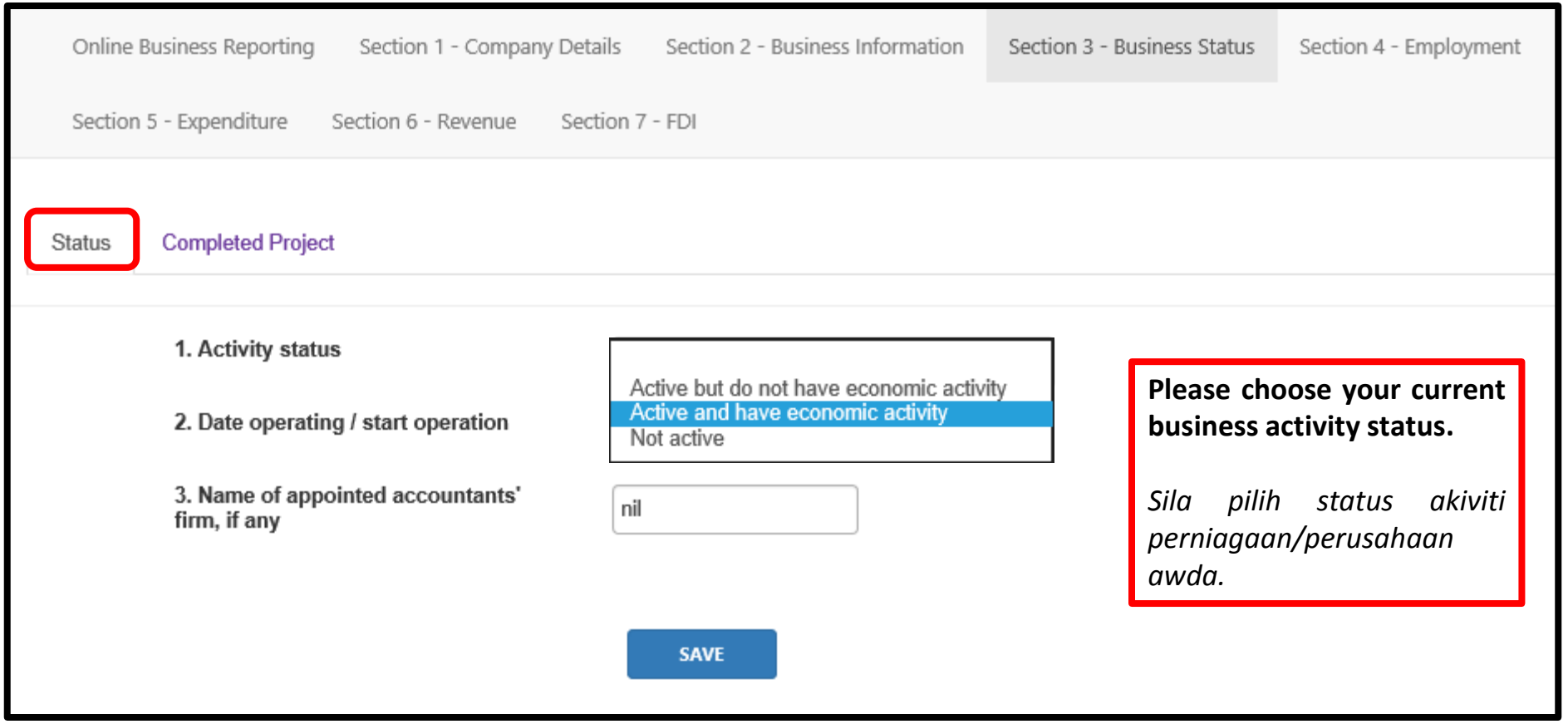
a) Principal business activity*: 4652 Validate — *Wholesale of electronic and telecommunications equipment and parts*

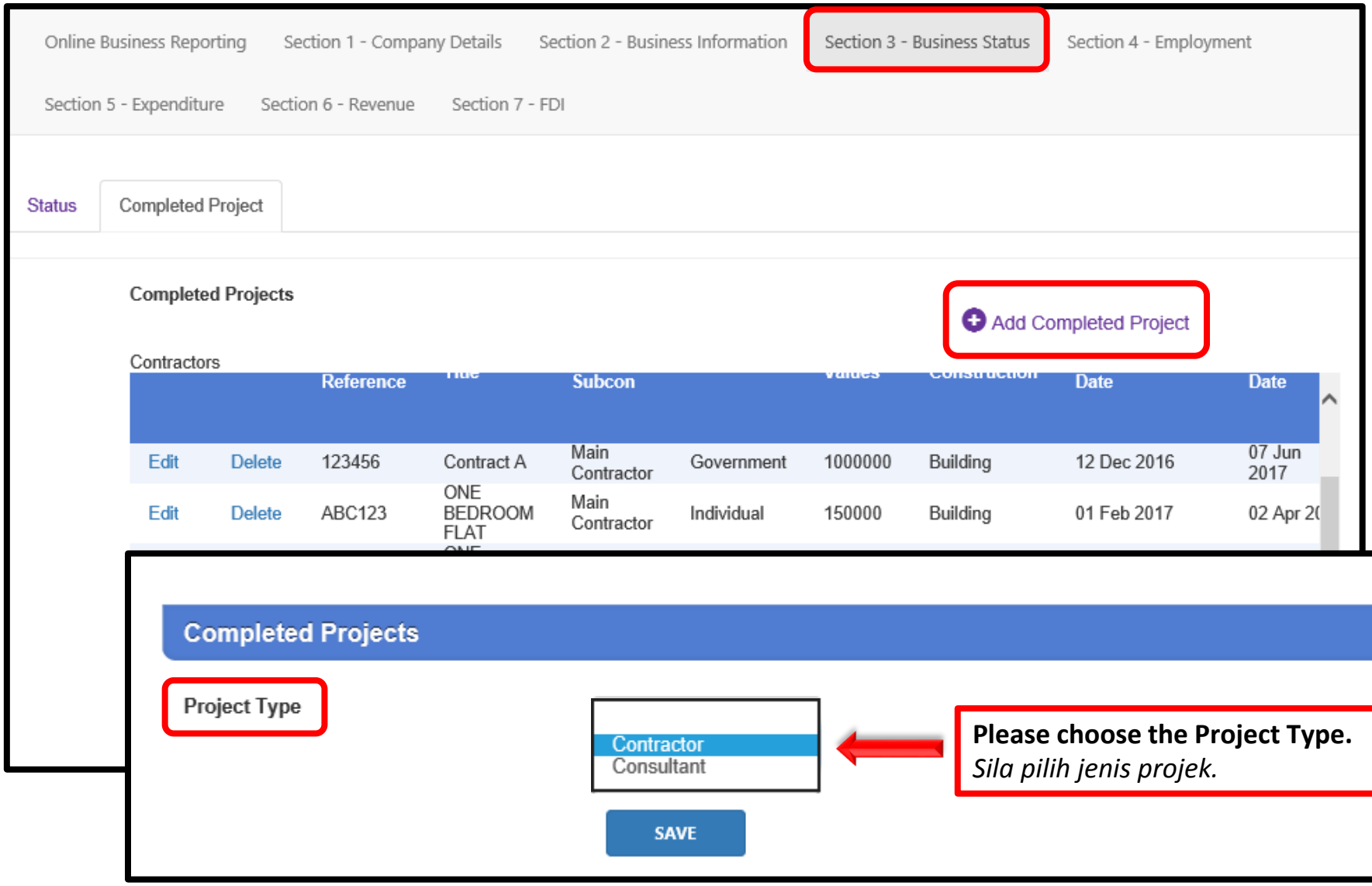
Percentage Contribution to Revenue: * 100 %

Service description*: Import and sale of electronic & electrical goods broadcasting & communication equipment and security equipment.

SECTION 3

Business Status | *Status Perniagaan*


Online Business Reporting
Section 1 - Company Details
Section 2 - Business Information
Section 3 - Business Status
Section 4 - Employment
Section 5 - Expenditure
Section 6 - Revenue
Section 7 - FDI
Status
Completed Project
1. Activity status
2. Date operating / start operation
3. Name of appointed accountants' firm, if any
Active but do not have economic activity
Active and have economic activity
Not active
nil
SAVE
Please choose your current business activity status.
Sila pilih status akiviti perniagaan/perusahaan awda.

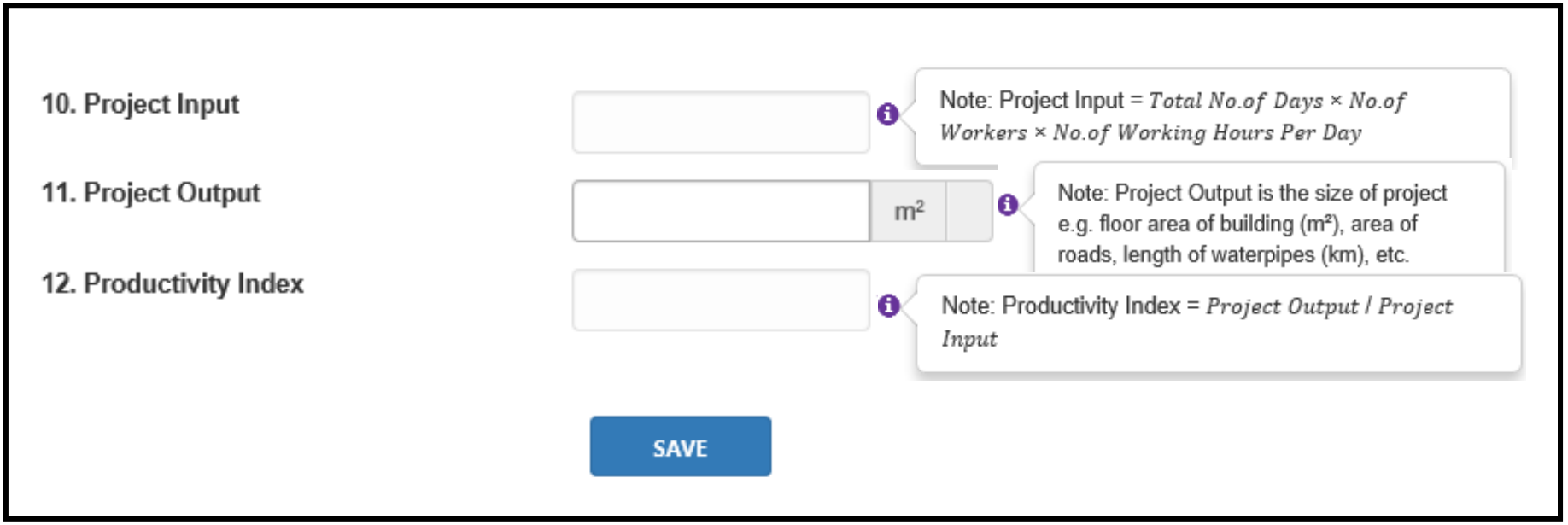

Online Business Reporting
Section 1 - Company Details
Section 2 - Business Information
Section 3 - Business Status
Section 4 - Employment
Section 5 - Expenditure
Section 6 - Revenue
Section 7 - FDI
Status
Completed Project
Completed Projects
Add Completed Project
Contractors
Reference
Subcon
Date
Date
Edit Delete 123456 Contract A Main Contractor Government 1000000 Building 12 Dec 2016 07 Jun 2017
Edit Delete ABC123 ONE BEDROOM FLAT Main Contractor Individual 150000 Building 01 Feb 2017 02 Apr 20
Completed Projects
Project Type
Contractor
Consultant
SAVE
Please choose the Project Type.
Sila pilih jenis projek.

Completed Projects

Project Type	Contractor
1. No. / Contract Reference	
2. Project Title	
2.1. Type of Contractor	
2.2. Type of Projects	Building Civil
3. Client	
4. Project Value ($)	
5. Project Commencement Date	
6. Project Completion Date	
7. Total No. of Days	0
8. No. of Workers	
9. No. of Working Hours per day	

Building – Housing, Commercial, Institution, Industry Civil – Road, Pipe, Drainage

Commencement Date + Completion Date


10. Project Input
Note: Project Input = Total No.of Days × No.of Workers × No.of Working Hours Per Day
11. Project Output
m²
Note: Project Output is the size of project e.g. floor area of building (m²), area of roads, length of waterpipes (km), etc.
12. Productivity Index
Note: Productivity Index = Project Output / Project Input
SAVE

Completed Projects

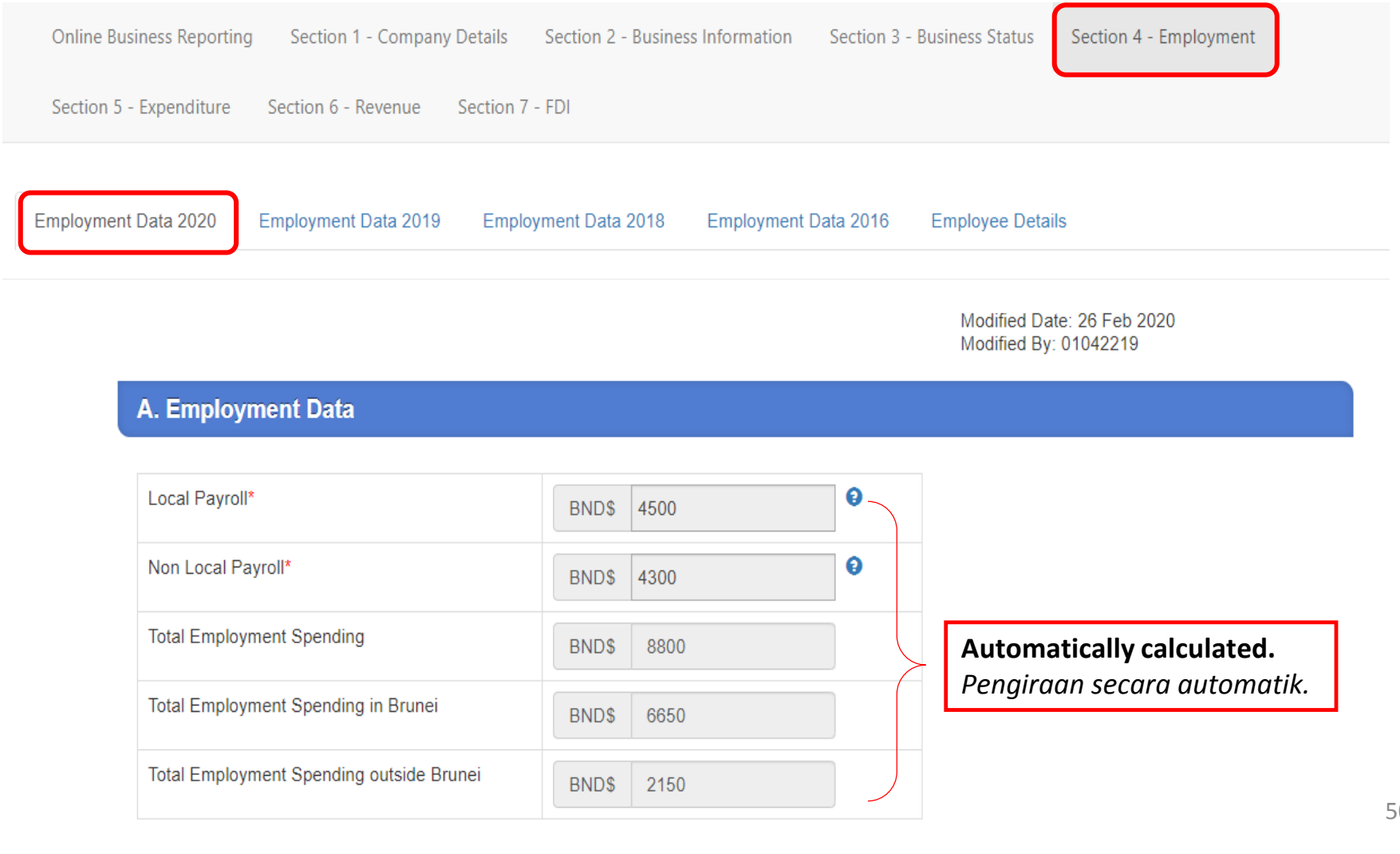
Project Type	Consultant
1. No. / Contract Reference	
2. Project Title	
3. Client	
4. Project Value ($)	
4.1. % Fees	
5. Appointment Date	
6. Project Completion Date	

SAVE

SECTION 4

Employment | *Pekerjaan*

NOTA: **SECTION 4** will only be accessible to authorized personnel assigned as "HR"
Seksyen 4 *ini hanya dapat diakses oleh pengguna yang diberikan akses "HR"*



Local Payroll*	BND$ 4500
Non Local Payroll*	BND$ 4300
Total Employment Spending	BND$ 8800
Total Employment Spending in Brunei	BND$ 6650
Total Employment Spending outside Brunei	BND$ 2150

Automatically calculated

Pengiraan secara automatik

Calculation | *Pengiraan*:

Total Employment Spending = Local Payroll + Non Local Payroll
Jumlah Perbelanjaan Pekerja = Bayaran Pekerja Lokal + Pekerja dari Luar Negara

Total Employment Spending in Brunei = Local Payroll + (Non Local Payroll x 50%)
Jumlah Perbelanjaan Pekerja di dalam Negara Brunei = Bayaran Pekerja Lokal + (Bayaran Pekerja dari Luar Negara x 50%)

Total Employment Spending outside Brunei = Non Local Payroll x 50%
Jumlah Perbelanjaan Pekerja di luar Negara Brunei = Bayaran Pekerja dari Luar Negara x 50%

Local Payroll*	BND$ 4500
Non Local Payroll*	BND$ 4300
Total Employment Spending	BND$ 8800 → $4,500+$4,300 = $8,800
Total Employment Spending in Brunei	BND$ 6650 → $4,500+($4,300 x 50%) = $6,650
Total Employment Spending outside Brunei	BND$ 2150 → $4,300 X 50% = $2,150

Note/Makluman:

1. **Calculation of Local Payroll includes TAP and SCP** | *Pengiraan Gaji Pekerja Tempatan adalah termasuk TAP and SCP.*
2. **Manpower services cost is not reflected as employment spending** | *Kos bagi menggunakan Perkhidmatan Agensi Tenaga Pekerja tidak termasuk di dalam Perbelanjaan Pekerjaan.*
3. **Local employment context including yellow IC and Red IC** | *Pekerja Tempatan adalah rakyat Brunei yang memegang kad pengenalan berwarna Kuning dan penduduk tetap yang memegang kad pengenalan ungu.*

Foreign Staff refers to expats working in the office

'Foreign Staff' adalah kakitangan pekerja asing yang bekerja di pejabat

1. For company holding foreign worker FOREIGN WORKER LICENSE only:

	Approved Male	Approved Female
Foreign Staff * (In Office)	1	2
Foreign Workers * (Outside Office)	1	1

Foreign Workers refers to expats working outside (labour work)

"Foreign Workers" merujuk kepada pekerja asing yang bekerja di luar pejabat (kerja buruh).

SECTION 4 – EMPLOYMENT| *PEKERJAAN*

Tab 1 & 2: Monthly Information on Employment| *Maklumat Bulanan Pekerjaan*

كمنترين تناڬ
(تناڬ دان تناڬ مأنسي) دان ڤرايندوستريين
MINISTRY OF ENERGY, MANPOWER AND INDUSTRY
BRUNEI DARUSSALAM

Online Business Reporting | Section 1 - Company Details | Section 2 - Business Information | Section 3 - Business Status | Section 4 - Employment

Section 5 - Expenditure | Section 6 - Revenue | Section 7 - FDI

Employment Data 2020 | Employment Data 2019 | Employment Data 2018 | Employment Data 2016 | Employee Details

2. Monthly Information on Employment:

Month	Local				Non-Local				Total	
	Male		Female		Male		Female		Employee	
	Number of Employee	Payment (BND$)	Number of Employee	Payment (BND$)	Number of Employee	Payment (BND$)	Number of Employee	Payment (BND$)	Number of Employee	Payment (BND$)
January	5	1000	5	1000	2	1000	3	1000	15	4000
February	6	1200	5	1000	2	1000	3	1000	16	4200
March	2	100	5	200	4	300	0	0	11	600
April	0	0	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0
July	0	0	0	0	0	0	0	0	0	0
August	0	0	0	0	0	0	0	0	0	0
September	0	0	0	0	0	0	0	0	0	0
October	0	0	0	0	0	0	0	0	0	0
November	0	0	0	0	0	0	0	0	0	0
December	0	0	0	0	0	0	0	0	0	0
Total	2	2300	5	2200	4	2300	3	2000	11	8800

State the total number employed for Local and Non-Local, and the monthly employment spending (payment) until the current month.

Sila nyatakan jumlah pekerja tempatan and pekerja asing serta perbelanjaan secara bulanan.

Definition of Total Employment

This include paid employees, working owners/partners and unpaid family workers.

Pengertian 'Total Employment'

Ini termasuk pekerja bergaji, pemilik/rakan kongsi yang bekerja, dan pekerja keluarga yang tidak bergaji.

Definition of Payment to Employees

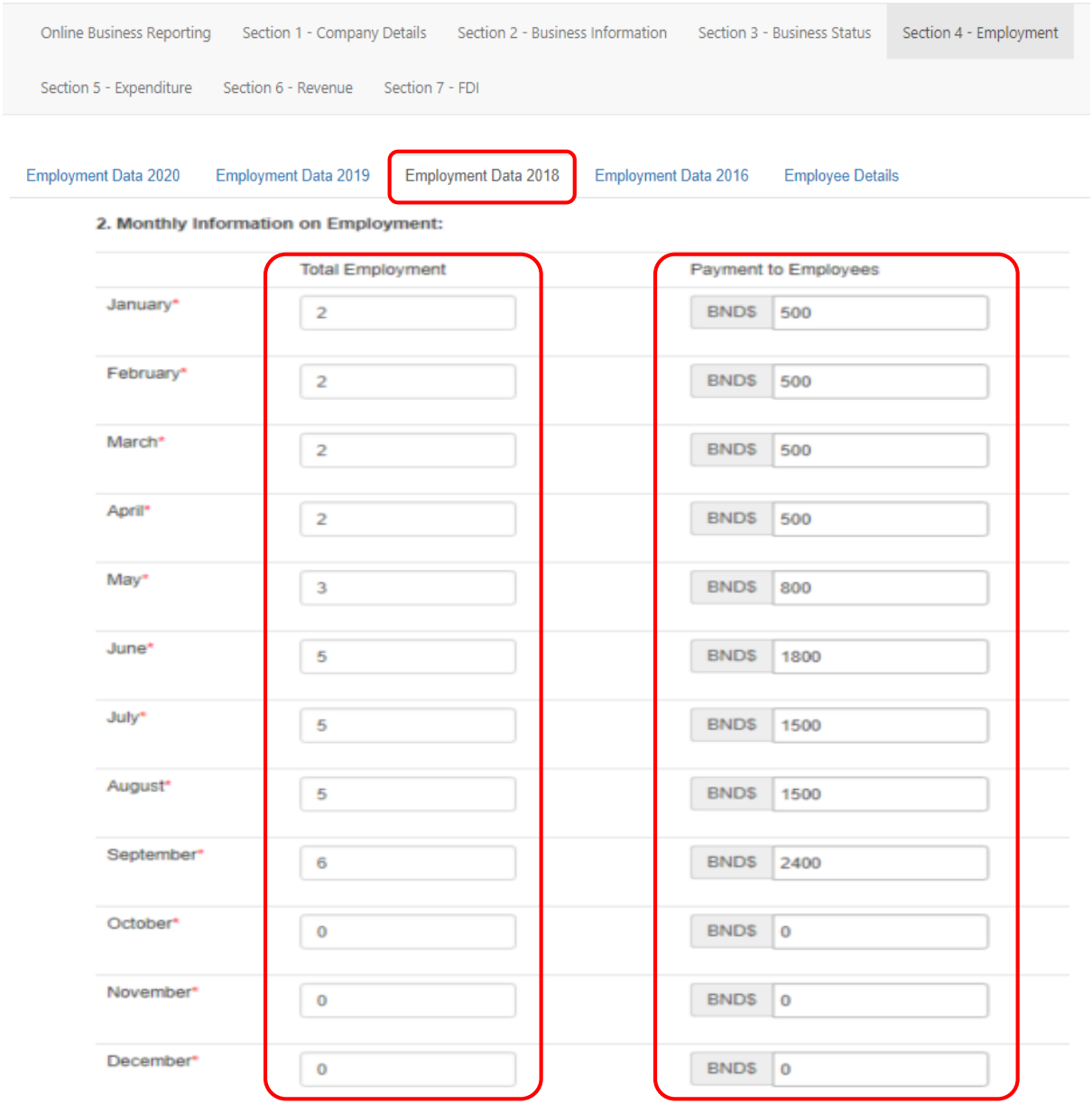
This include wages, salaries, allowances, bonus, other benefits and contributions to the Employees Trust Fund (TAP) and Supplemental Contributory Pension (SCP).

Pengertian 'Payment to Employees'

Ini termasuk gaji, upah, elaun, bonus, lain-lain kemudahan dan caruman kepada Tabung Amanah Pekerja (TAP) dan Skim Pencen Caruman Tambahan (SCP).

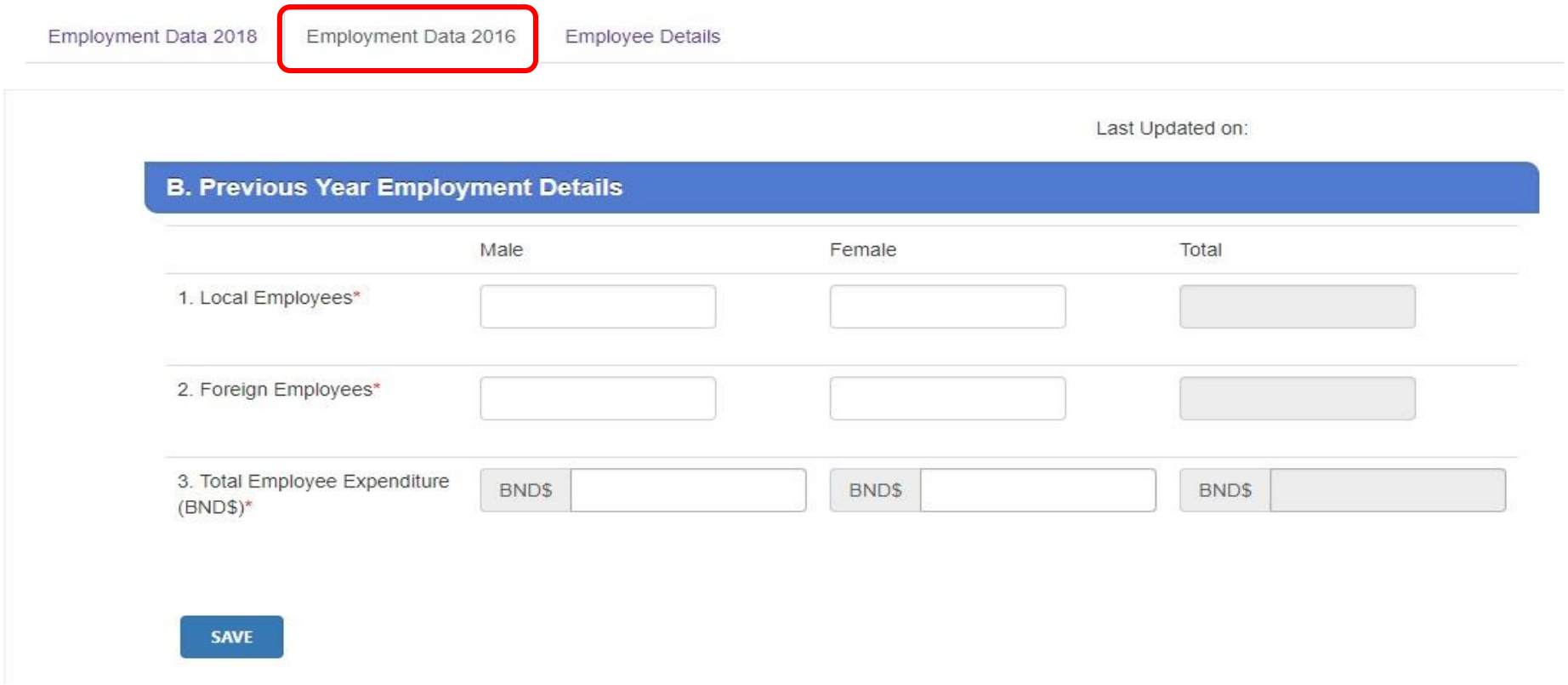
Please ensure that the Total Monthly payment to employees is tally with the sum of Local and Non-local Payroll.

Sila pastikan pembayaran Jumlah Bulanan kepada kakitangan dan jumlah Penggajian Tempatan dan Bukan tempatan adalah sama.



State the total number employed and the monthly employment spending (payment) for the year of 2018

Sila nyatakan jumlah pekerja tempatan and asing serta perbelanjaan bagi pekerjaan bagi tahun 2018.



Please state the number of local (Brunei citizens and permanent residents) and foreign employees and Total employee expenditure for the year 2016.
Sila isikan jumlah pekerja tempatan dan pekerja asing serta jumlah perbelanjaan bagi pekerjaan Syarikat/Perusahaan awda bagi tahun 2016.

Online Business Reporting | Section 1 - Company Details | Section 2 - Business Information | Section 3 - Business Status | **Section 4 - Employment**

Section 5 - Expenditure | Section 6 - Revenue | Section 7 - FDI

Employment Data 2018 | Employment Data 2016 | **Employee Details**

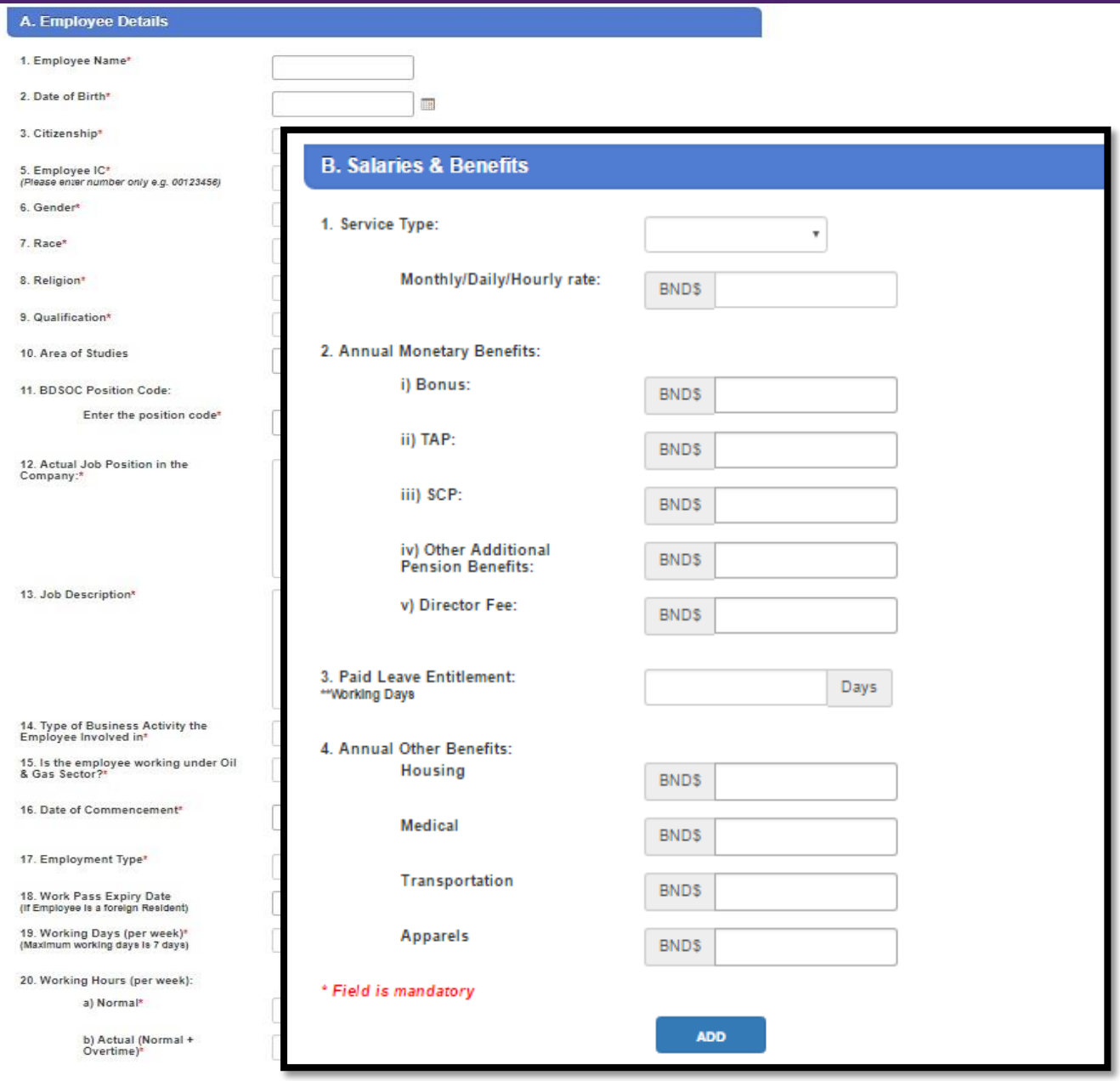
Last Updated on: 03 Dec 2018

	Number of Employee	
	Active	**Resigned**
Number of Local Employment	2	0
Number of Non-Local Employment	1	0
Total	3	0

Please click here to add data of additional employee
Sila tekan 'Add Employee' untuk menambah data pekerja

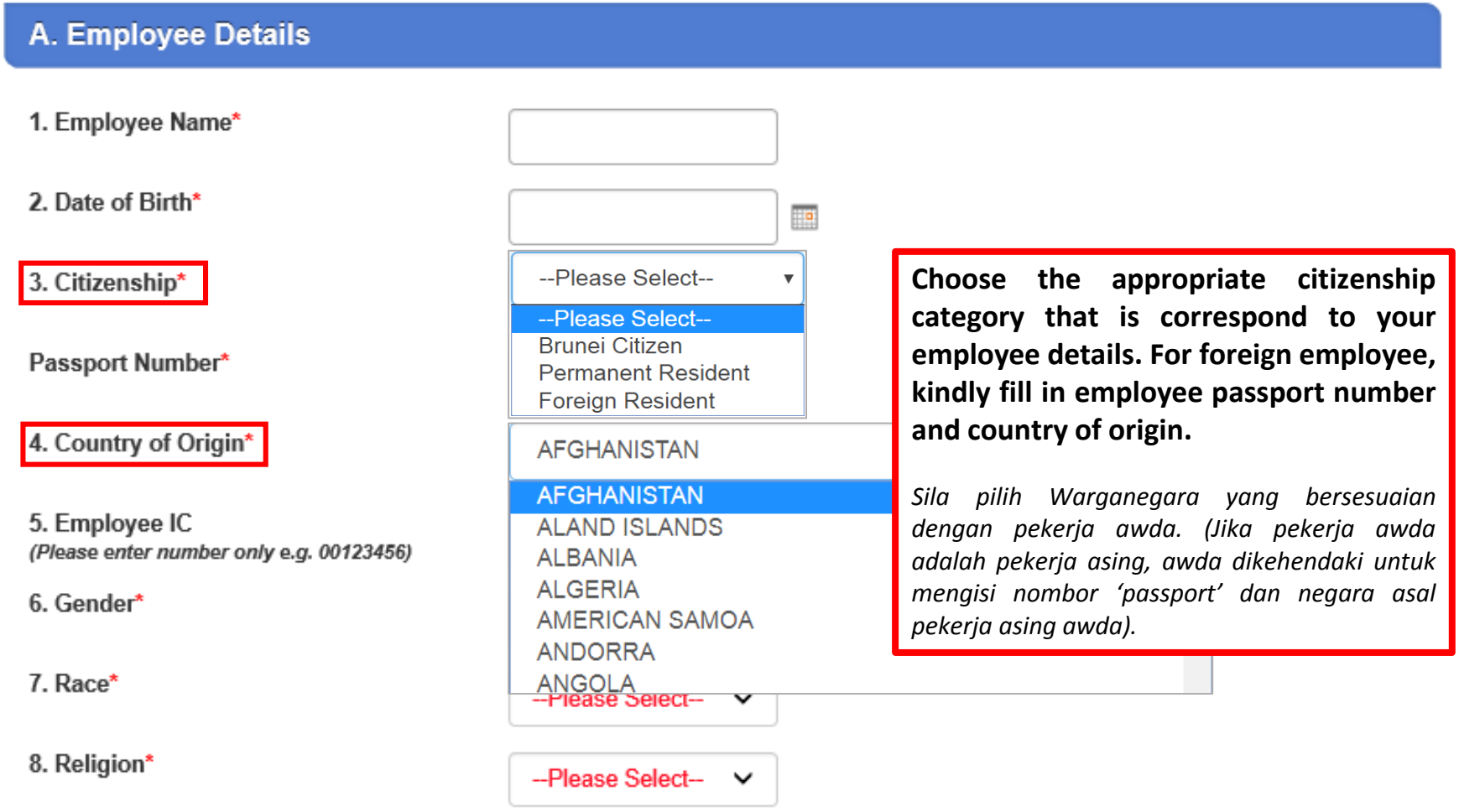
Add Employee

		Name	Employee IC	Citizen	Position	Date of Commencement
Edit	Delete	Sianu	01010101	Brunei Citizen	[redacted]	24 Jul 2018
Edit	Delete	majdi	00872628	Brunei Citizen	[redacted]	01 Dec 2018
Edit	Delete	dang	51099877	Foreign Resident	[redacted]	14 Nov 2018



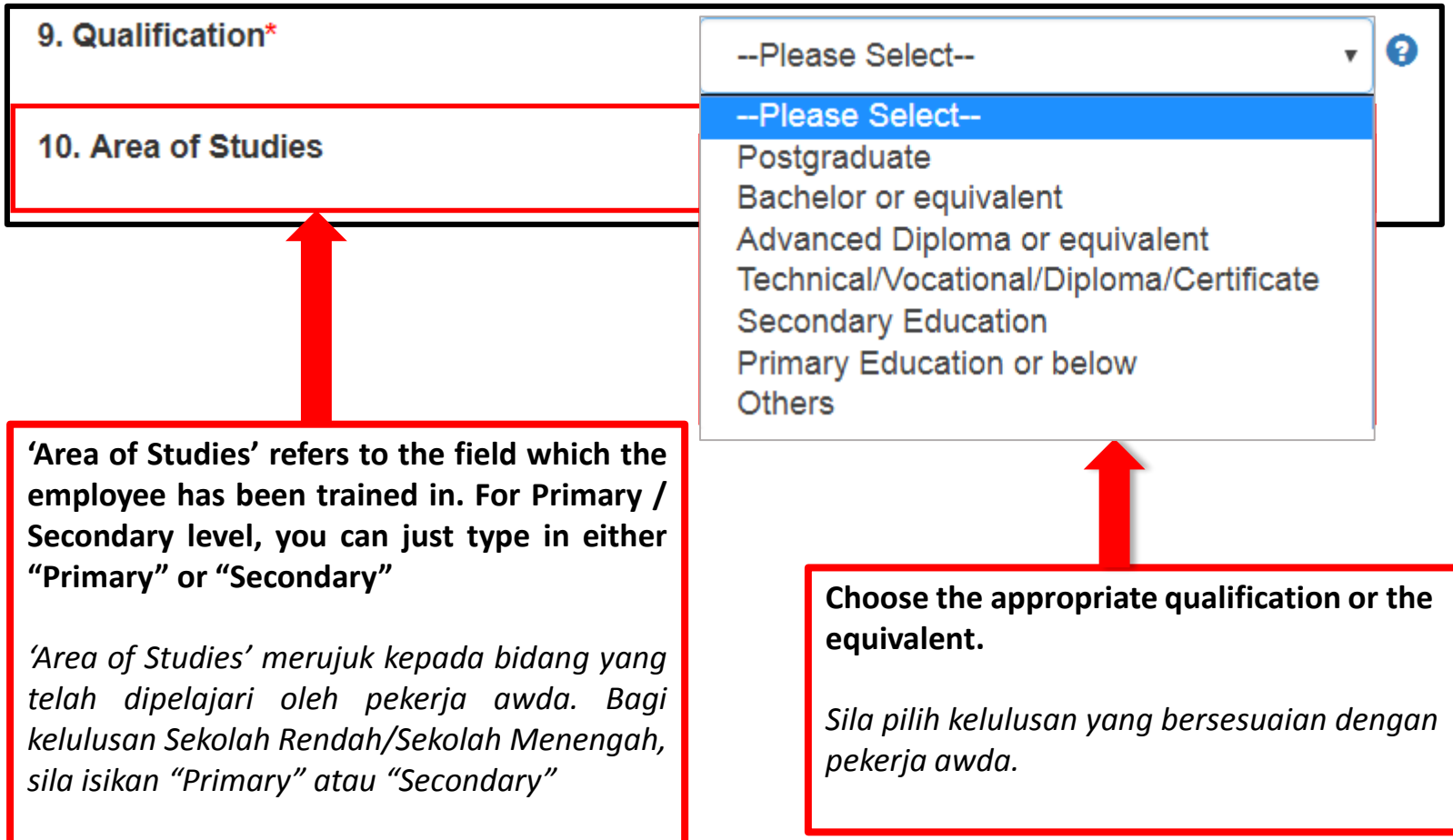
- **Please fill in every field in Section 4.**
- **Benefit values should be annual.**
- **If an employee resigns, please update Section 4 immediately**
- **All currency should be in Bruneian Dollars.**

- *Sila isikan semua bahagian di Bahagian 4.*
- *Elaun-elaun pekerja hendaklah diisikan secara tahunan.*
- *Jika pekerja di Syarikat / Perusahaan awda sudah berhenti, sila kemaskinikan maklumat pekerja tersebut di Bahagian 4.*
- *Matawang yang digunakan adalah Ringgit Brunei.*



Choose the appropriate citizenship category that is correspond to your employee details. For foreign employee, kindly fill in employee passport number and country of origin.

Sila pilih Warganegara yang bersesuaian dengan pekerja awda. (Jika pekerja awda adalah pekerja asing, awda dikehendaki untuk mengisi nombor 'passport' dan negara asal pekerja asing awda).

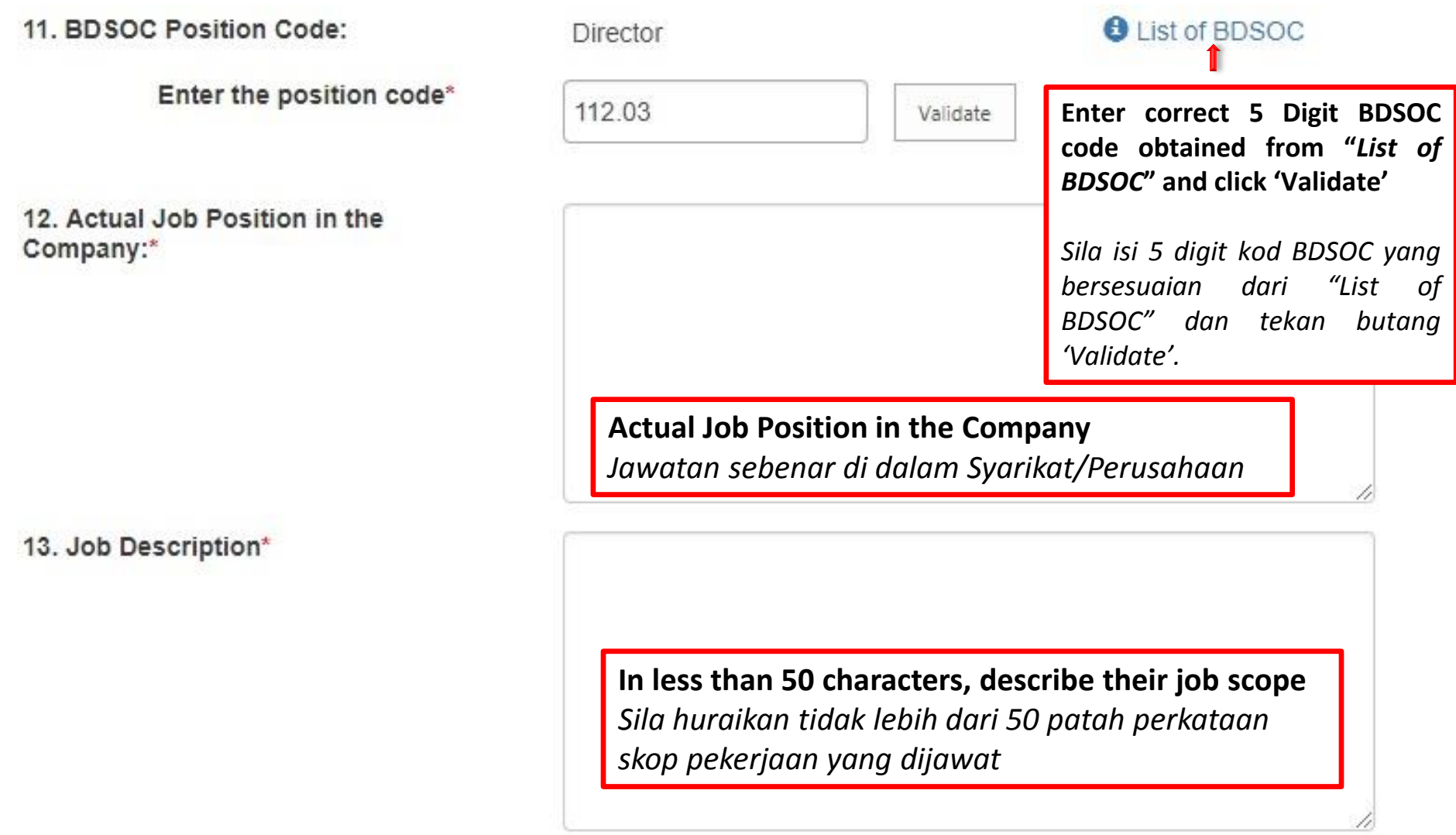


'Area of Studies' refers to the field which the employee has been trained in. For Primary / Secondary level, you can just type in either "Primary" or "Secondary"

'Area of Studies' merujuk kepada bidang yang telah dipelajari oleh pekerja awda. Bagi kelulusan Sekolah Rendah/Sekolah Menengah, sila isikan "Primary" atau "Secondary"

Choose the appropriate qualification or the equivalent.

Sila pilih kelulusan yang bersesuaian dengan pekerja awda.



Note/Makluman:

Kindly avoid using special characters when filling in job position / job description

Sila elakkan dari memakai karakter khusus di dalam kotak Jawatan dan Skop Pekerjaan.

Brunei Darussalam Standard Occupation Classification (BDSOC) 2011

Brunei Darussalam Standard Occupation Classification (BDSOC) 2011

Code	Occupation
2	**PROFESSIONALS**
21	**SCIENCE AND ENGINEERING PROFESSIONALS**
211	**PHYSICISTS, CHEMISTS AND RELATED PROFESSIONALS**
211.1	**Physicists and Astronomers**
211.11	Physicist (General)
211.12	Petro physicist
211.13	Astronomer
211.19	Other physicists (Mechanics, heat, light, sound, electricity, electronics)

BDSOC (5-digit) code to be entered for Position Code field that is correspond to employee current job position
Sila pilih 5 Angka kod BDSOC yang bersesuaian dengan jawatan pekerja di Syarikat/Perusahaan awda.

14. Type of Business Activity the Employee Involved in*	Manufacture of cocoa, chocolate and sugar confectionery
15. Is the employee working under Oil & Gas Sector?*	--Please Select--
16. Date of Commencement*	
17. Employment Type*	--Please Select--
18. Work Pass Expiry Date (If Employee is a foreign Resident)	
19. Working Days (per week)* (Maximum working days is 7 days)	
20. Working Hours (per week):	
a) Normal*	
b) Actual (Normal + Overtime)*	

B. Salaries & Benefits

1. Service Type:

a) Monthly/Daily/Hourly rate

Monthly Pay
Daily Pay
Hourly Pay

2. Annual Monetary Benefits:

a) Bonus — BND$

b) TAP — BND$

c) SCP — BND$

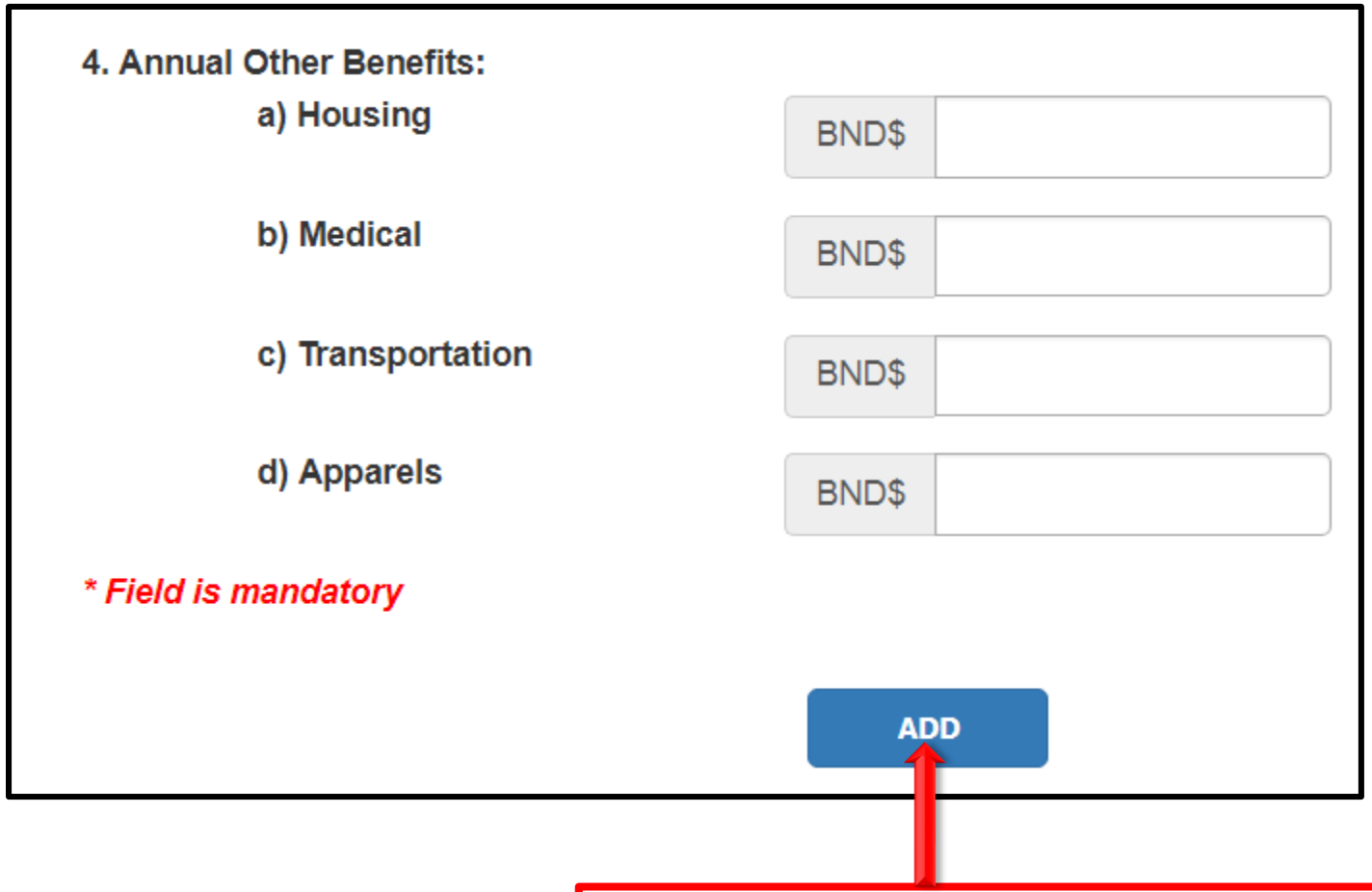
d) Other Additional Pension Benefits — BND$

e) Director Fee — BND$

3. Paid Leave Entitlement:
**Working Days — Days

Please align the information with how the employees are paid according to their contracts

Sila selaraskan maklumat mengenai cara pembayaran gaji pekerja awda sepertimana kontrak pekerjaan mereka.



Once the form is completed, please click 'Add' button to save the form.

Sila tekan butang 'Add' setelah semua maklumat mengenai pekerja awda lengkap diisi.

SECTION 5

Expenditure | *Perbelanjaan*

Online Business Reporting | Section 1 - Company Details | Section 2 - Business Information | Section 3 - Business Status | Section 4 - Employment

Section 5 - Expenditure | Section 6 - Revenue | Section 7 - FDI

You need to fill in expenditure details from the year 2016 until year 2020.
Awda diminta untuk mengisi butiran perbelanjaan dari tahun 2016 sehingga tahun 2020.

Expenditure Data 2020 | Expenditure Data 2019 | Expenditure Data 2018 | Expenditure Data 2017 | Expenditure Data 2016

Modified Date: 05 Feb 2020
Modified By: 01058444

A. Goods & Services Spending

1. Total Expenditure*	BND$	1800
2. Total spending in Brunei*	BND$	600
3. Total spending outside Brunei*	BND$	1000

Goods and Services Expenditure in Brunei: Spending on any services re/purchases of materials/equipment in Brunei or monies paid to Sub-Contractors or suppliers in Brunei.
Perbelanjaan bagi Barangan dan Perkhidmatan di dalam Negeri: Perbelanjaan bagi Perkhidmatan dan pembelian barangan yang dibuat di dalam Negeri.

Goods and Services Expenditure outside Brunei.
Perbelanjaan bagi Barangan dan Perkhidmatan di luar Negeri.

For companies under Oil & Gas Sector

Vendor	*Description*	*Company Based*	*Ownership*	*% of Local Shareholder*	*Spend in Brunei*	*Spend out of Brunei*	*TOTAL SPENDING*
Nautical Personnel Services Sdn. Bhd.	Manpower Services	Brunei	Bumiputra	100%	$1,000,000	$0	$1,000,000
Silver Leaf Catering Sdn Bhd	Catering Services	Brunei	Local	100%	$1,000,000	$0	$1,000,000
NayVee Sdn. Bhd.	Rental of Facilities	Brunei	Joint Venture	70%	$700,000	$300,000	$1,000,000
UO Mee S.A.R.L	Licensing of Proprietary Software	Brunei	International	0%	$0	$ 1,000,000	$1,000,000
Service My Ship Pte Ltd	Servicing and Repairs	Labuan	International	0%	$0	$1,000,000	$1,000,000
Total					**$2,700,000**	**$2,300,000**	**$5,000,000**

* If JV percentage is unknown, assume 50% Local Ownership

B. Monthly Information on Goods & Services Spending

Month	Spending in Brunei		Spending outside Brunei		Total Expenditure: (a) + (b) + (c) + (d)
	(a) Business Operating Expenditure	(b) Fixed Assets Expenditure	(c) Business Operation Expenditure	(d) Fixed Assets Expenditure	
January	100	100	100	500	1000
February	100	100	100	100	400
March	100	100	100	100	400
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0	0
July	0	0	0	0	0
August	0	0	0	0	0
September	0	0	0	0	0
October	0	0	0	0	0
November	0	0	0	0	0
December	0	0	0	0	0
Total	300	300	300	700	1800

Monthly Information on Goods & Services Spending

State the total monthly Goods & Services Spending for the current year in Bruneian dollars

Sila nyatakan jumlah bulanan perbelanjaan bagi perkhidmatan dan pembelian barangan syarikat/perusahaan awda

Definition of Goods & Services Spending

Goods & Services Spending is the cost of spending (expenses) for running the business including fixed asset expenditure. This include purchase of goods, rental of premises, rental and maintenance of machinery and equipment, electricity and water, telecommunication, other professional services such as legal, other general expenses that are connected with the operation of the business EXCEPT employment expenditure which should be reported in Section 4.

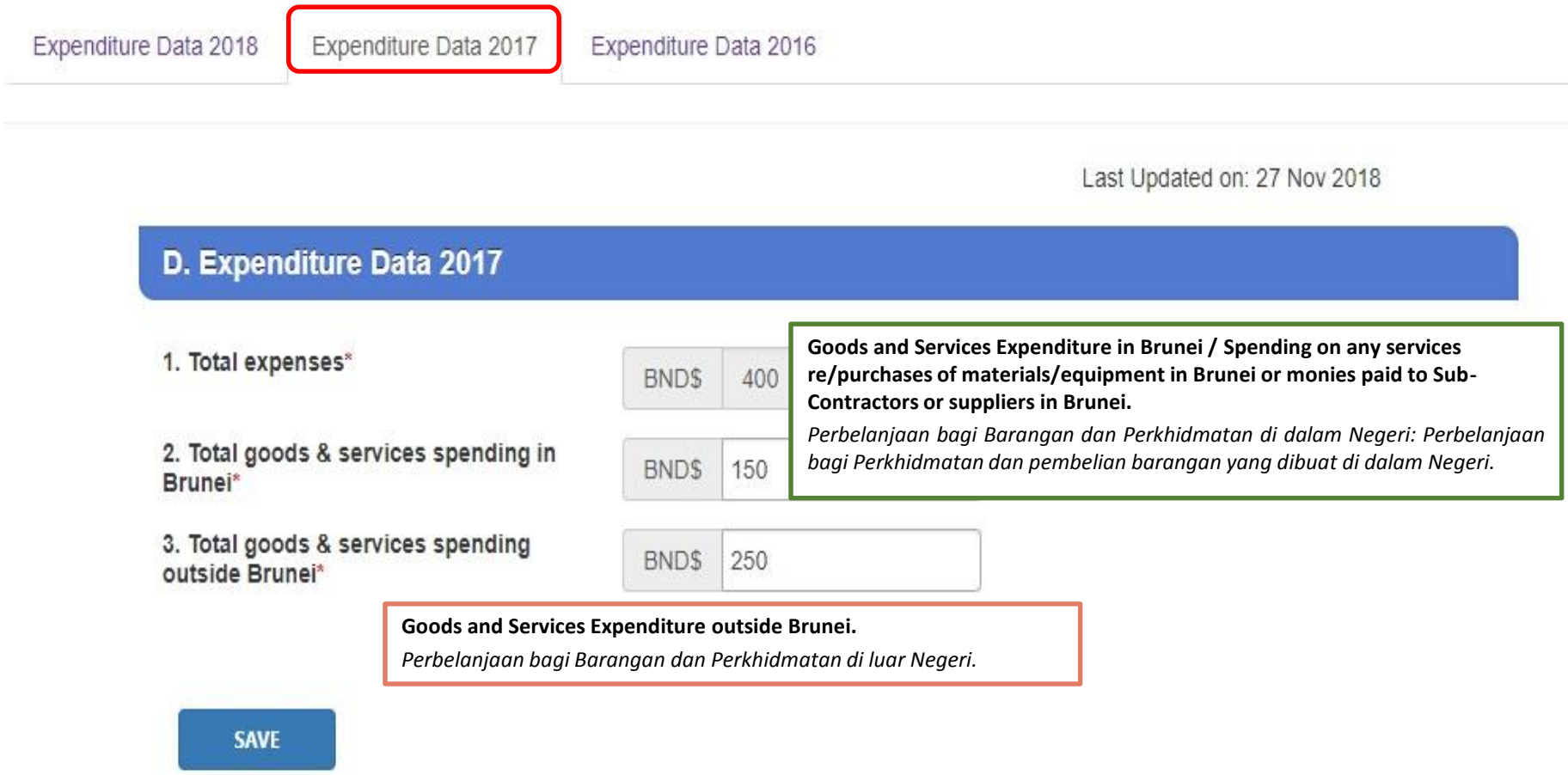
Pengertian 'Goods & Services Spending'

Perbelanjaan 'Goods & Services Spending' ialah kos perbelanjaan untuk menjalankan perniagaan termasuklah perbelanjaan harta tetap. Perbelanjaan operasi termasuklah pembelian barang, sewa bangunan, sewa dan pemeliharaan peralatan kenderaan dan mesin dan peralatan, perkhidmatan elektrik dan air, telekomunikasi, perkhidmatan profesional seperti undang-undang, dan lain-lain perbelanjaan yang berkaitan dengan operasi perusahaan KECUALI perbelanjaan pekerjaan yang mana telah dilaporkan di seksyen 4.

B. Monthly Information on Goods & Services Spending

Month	2018
January	BND$ 1000
February	BND$ 5000
March	BND$ 0
April	BND$ 0
May	BND$ 0
June	BND$ 0
July	BND$ 0
August	BND$ 0
September	BND$ 0
October	BND$ 0
November	BND$ 0
December	BND$ 0

State the total monthly Goods & Services Spending for the year of 2018 in Bruneian dollars.
Sila nyatakan jumlah bulanan perbelanjaan bagi perkhidmatan dan pembelian barangan syarikat/perusahaan awda pada tahun 2018.


Expenditure Data 2018
Expenditure Data 2017
Expenditure Data 2016
Last Updated on: 27 Nov 2018
D. Expenditure Data 2017
1. Total expenses*
BND$ 400
2. Total goods & services spending in Brunei*
BND$ 150
3. Total goods & services spending outside Brunei*
BND$ 250
Goods and Services Expenditure in Brunei / Spending on any services re/purchases of materials/equipment in Brunei or monies paid to Sub-Contractors or suppliers in Brunei.
Perbelanjaan bagi Barangan dan Perkhidmatan di dalam Negeri: Perbelanjaan bagi Perkhidmatan dan pembelian barangan yang dibuat di dalam Negeri.
Goods and Services Expenditure outside Brunei.
Perbelanjaan bagi Barangan dan Perkhidmatan di luar Negeri.
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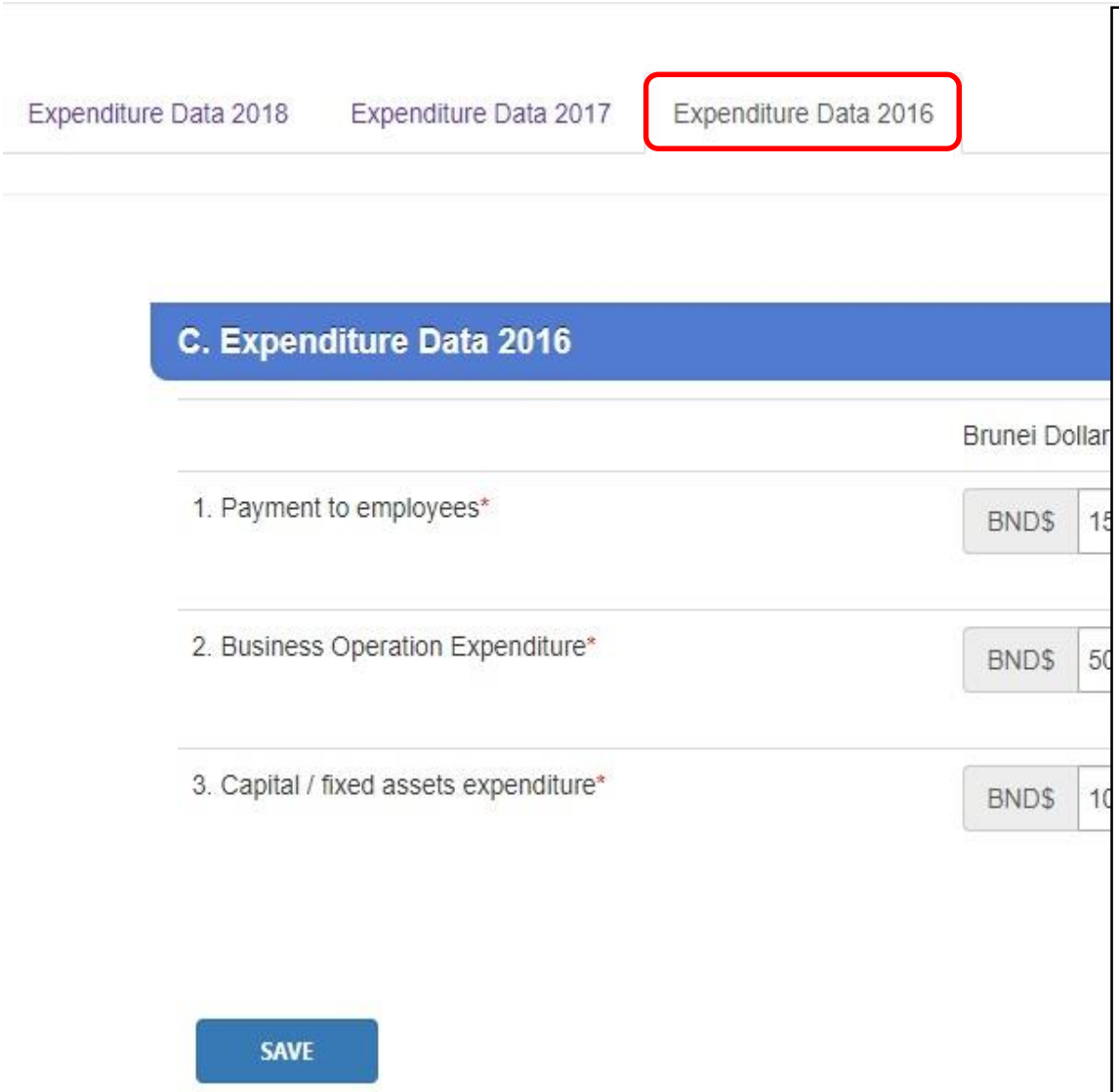


Payment to Employees | Bayaran Pekerja
Wages, salaries, allowances, bonus, other benefits, contribution to the Employees Trust Fund and Supplemental Contributory Pension.
Ini termasuk gaji, upah, elaun, bonus, lain-lain kemudahan, caruman kepada Tabung Amanah Pekerja dan Skim Pencen Caruman Tambahan

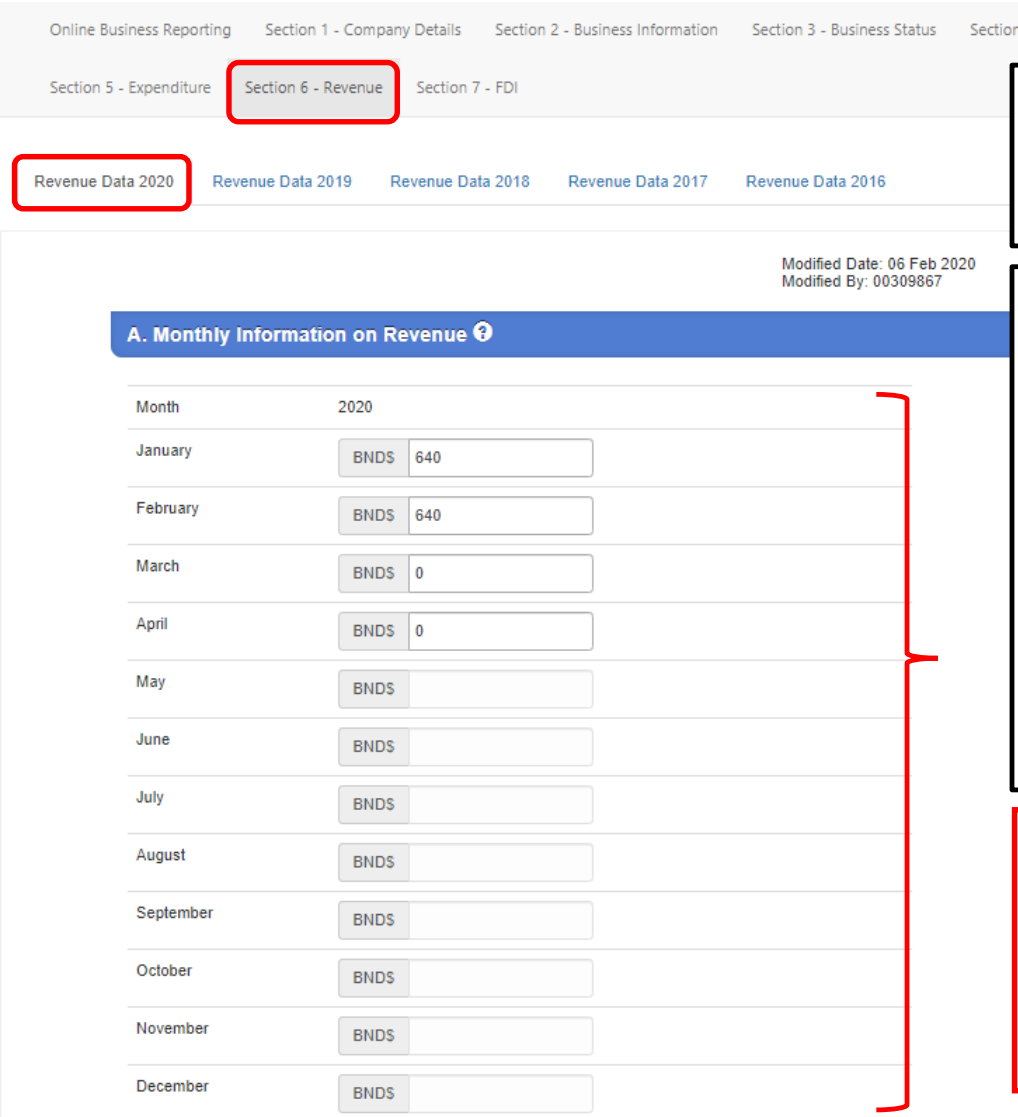
Business Operation Expenditure | Perbelanjaan Operasi Perusahaan
Purchase of goods, rental of premises, rental and maintenance of machinery and equipment, electricity and water, telecommunication, other professional services such as legal and accounting, and other general expenses that are connected with the operation of the business
Ini termasuk pembelian barang, sewa bangunan, sewa dan pemeliharaan peralatan kenderaan dan mesin dan peralatan, perkhidmatan elektrik dan air, telekomunikasi, perkhidmatan profesional seperti undang-undang, dan lain-lain perbelanjaan yang berkaitan dengan operasi perusahaan

Capital/Fixed Assets Expenditure / Perbelanjaan Harta Tetap
Construction and major alteration or repairs of buildings and structures, purchase of transport equipment, computers, other machinery and equipment, and furniture and fittings.
Perbelanjaan untuk harta tetap (seperti pembinaan atau pengubahsuaian/pembaikan besar bangunan dan struktur, pembelian peralatan pengangkutan, komputer, mesin dan peralatan lain, dan perabot dan kelengkapan.

SECTION 6

Revenue | *Hasil Pendapatan*

You need to fill in revenue details for the year 2016, 2017, 2018, 2019 & 2020 as well as Overseas Revenue (if applicable).
Awda diperlukan untuk mengisi butiran hasil pendapatan 2016, 2017, 2018, 2019 & 2020 dan Oversea Revenue (jika berkenaan)



State the total monthly revenue for the current year in Bruneian dollars.
Sila nyatakan hasil pendapatan bulanan syarikat/perusahaan awda.

Definition of Revenue
The revenue received or receivable from the business activities, such as sales of goods, rendering of services, value of work done, rental income from buildings/structures and machinery & equipment and other operating revenue.

Pengertian 'Revenue' / Hasil Pendapatan
Pendapatan yang telah diterima atau akan diterima yang berkaitan dengan aktiviti perusahaan/perniagaan yang dijalankan, misalnya penjualan barang, perkhidmatan yang diberikan, nilai kerja yang telah dilaksanakan, pendapatan sewa dari bangunan/binaan dan mesin & peralatan, dan lain-lain pendapatan dari aktiviti perusahaan/perniagaan.

Note/Makluman:
When filling in monthly information on revenue, the figure will be automatically reflected in '2. Total Revenue' field in B. Revenue Data.
Apabila mengisi 'monthly information on revenue', secara automatik jumlah pendapatan terpapar dalam '2. Total Revenue'

B. Revenue Data

2. Total Revenue*

BND$ 1280.00

3. Revenue derived from Oil & Gas Sector

BND$ 500

4. Revenue derived from Halal Sector

BND$ 500

5. Revenue According to Sectors:

a) Principal Activity*

Manufacture of cocoa, chocolate and sugar confectionery

BND$ 768.00

40 %

b) Other Business Activities

Other information technology and computer service activities

BND$ 256.00

30 %

Other information technology and computer service activities

BND$ 128.00

20 %

BND$ 0

0 %

'Total Revenue' is total amount of sales (gross) made by the company/businesses. **revenue received or receivable from the business activities, such as sales of goods, rendering of services, value of work done, rental income from buildings/structures and machinery & equipment and other operating revenue.**
'Total Revenue' jumlah jualan (kasar) yang diperolehi oleh syarikat/perusahaan. *Pendapatan yang telah diterima atau akan diterima yang berkaitan dengan aktiviti perusahaan/perniagaan yang dijalankan, misalnya penjualan barang, perkhidmatan yang diberikan, nilai kerja yang telah dilaksanakan, pendapatan sewa dari bangunan/binaan dan mesin & peralatan, dan lain-lain pendapatan dari aktiviti perusahaan/perniagaan.*

Total Company's Revenue (From all Sector's Activity)
Jumlah keseluruhan hasil pendapatan Syarikat/Perusahaan awda.

Revenue derived from Oil and Gas Sector (if applicable)
Hasil pendapatan dari aktiviti sektor minyak dan gas (jika berkenaan)

Please report the revenue according to the sectors declared in Section 2.
Sila isikan hasil pendapatan mengikut aktiviti yang dinyatakan di Seksyen 2.

6. Export revenue (estimated):

a) Total	BND$ 100
b) Percentage from total overall revenue	10 %

Total and % revenue derived from Export activity of your Company/Businesses.
Jumlah dan peratus hasil pendapatan dari aktiviti eksport Syarikat/ Perusahaan awda.

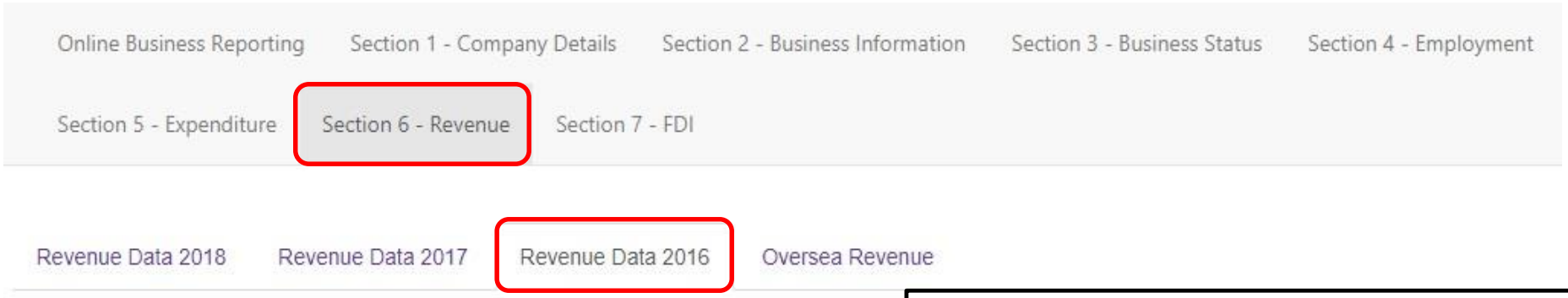
C. Oversea Revenue: BND$

Source Revenue (Country)	Revenue (BND)
--Please Select--	BND$
--Please Select--	BND$
--Please Select--	BND$
--Please Select--	BND$
--Please Select--	BND$
--Please Select--	BND$
--Please Select--	BND$
--Please Select--	BND$
--Please Select--	BND$
--Please Select--	BND$

+ Country

Only fill in revenue generated from Overseas (if applicable)

Sila nyatakan hasil pendapatan bulanan dari Luar Negara syarikat/ perusahaan awda (jika perlu)



Definition of Revenue

The revenue received or receivable from the business activities, such as sales of goods, rendering of services, value of work done, rental income from buildings/structures and machinery & equipment and other operating revenue.

Please record the revenue received or receivable arising from the business activities carried out during the reference year, such as sales of goods, rendering of services, value of work done, rental income from buildings/structures and machinery & equipment and other operating revenue.

Pengertian 'Revenue' / Hasil Pendapatan

Pendapatan yang telah diterima atau akan diterima yang berkaitan dengan aktiviti perusahaan/perniagaan yang dijalankan, misalnya penjualan barang, perkhidmatan yang diberikan, nilai kerja yang telah dilaksanakan, pendapatan sewa dari bangunan/binaan dan mesin & peralatan, dan lain-lain pendapatan dari aktiviti perusahaan/perniagaan.

Jika ada hasil keluaran syarikat/perusahaan yang dieksport pada tahun rujukan, sila nyatakan jumlah nilai atau anggaran agihan dalam peratus (%) dari jumlah jualan.

SECTION 7

Foreign Direct Investment

Pelaburan Langsung Asing

Online Business Reporting | Section 1 - Company Details | Section 2 - Business Information | Section 3 - Business Status | Section 4 - Employment | Section 5 - Expenditure | Section 6 - Revenue | **Section 7 - FDI**

NOTE: This section is to be fill in by company/entities that have FDI activities ONLY.

1. Principal Investors

Only fill in Section 7 if your Company/Businesses has Foreign Direct Investment
Sila isikan Bahagian 7 jika Syarikat/Perusahaan awda berhubung kait dengan Perlaburan Asing Langsung.

2. Statement of Changes in Equity / Head Office Account

	Issued And Paid-up Capital / Head Office Account	Retained Earnings	Other Reserves	Total
a) Balance As At 2019	BND$	BND$	BND$	BND$
b) Addition to Capital / Transfers From Head Office	BND$	BND$	BND$	BND$
c) Net Operating Profit (Loss) After Taxation	BND$	BND$	BND$	BND$
d) Dividends / Profits Remitted	BND$	BND$	BND$	BND$
e) Other Additions / Subtractions	BND$	BND$	BND$	BND$
f) Balance As At 2020	BND$	BND$	BND$	BND$

3. Selected Claims on / Liabilities to Non-residents of Brunei Darussalam

	As of 2019	As of 2020
3.1 Assets:		
a) Loans trade credit and other advances to:		
i. Foreign Direct Investment	BND$	BND$
ii. Other foreign related companies	BND$	BND$
b) Loans to unrelated non-residents	BND$	BND$
c) Trade credit and advances to unrelated non-residents	BND$	BND$
3.2 Liabilities:		
a) Loans, trade credit and other advances from:		
i. Foreign Direct Investment	BND$	BND$
ii. Other foreign related companies	BND$	BND$
b) Loans from unrelated non-residents	BND$	BND$
c) Trade credit and advances from unrelated non-residents	BND$	BND$

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CONTACT US

General Enquiries: br@mofe.gov.bn

Business Support Centre, DARe
Design & Technology Building,
Simpang 32-37, Kg Anggerek Desa
Bandar Seri Begawan BB3713
Brunei Darussalam
Tel: +673 836 3442 / 2384830

Labour Department
(For **Labour Census** related matters)
Tel: +673 2383006 Ext. 1004/4501-4505
Email: banci.buruh@buruh.gov.bn

Authority for Building Control & Construction Industry (ABCi)
Ministry of Development
Tel: +673 8140365/ 2380429
Email: abci.customerservice@mod.gov.bn

Authority for Info-communications Technology Industry
Ministry of Transport and Infocommunications
Tel: +673 2323232
Email: info@aiti.gov.bn

BR TEAM
Industry & Business Ecosystem
Ministry of Finance & Economy
Bandar Seri Begawan BB3913
Brunei Darussalam

Halal Industry Development (HID) Unit
Industry & Business Ecosystem Division
Ministry of Finance & Economy
Email: hidd@mofe.gov.bn

Cooperatives Division
Ministry of Finance & Economy
Tel: +673 2444124 Ext. 442/416
Email: info.koperasi@mofe.gov.bn

In-Country Value (ICV) Division
Ministry of Energy
Tel: +673 7299111
Email: lbd@me.gov.bn

FAQs? Click Here