

PERKHIDMATAN HARTANAH  
REAL ESTATE SERVICES

NOTA PENJELASAN  
EXPLANATORY NOTES

BAHAGIAN A: HASIL  
PART A: REVENUE

1.1 Hasil Kendalian / Perolehan / Jualan

Pendapatan yang diperoleh melalui jualan atau sewaan tanah, bangunan kediaman, bangunan bukan kediaman dan harta-harta lain; komisen dan brokeraj yang diterima atas jualan tanah, bangunan tempat kediaman, bukan tempat kediaman dan harta-harta lain; pendapatan daripada penilaian / pentaksiran hartanah; pengurusan hartanah; *Co broke fee, reference fee* dan perkhidmatan pengurusan.

1.2 Hasil lain

Perkara-perkara seperti pendapatan daripada faedah, dividen, subsidi, geran kerajaan, derma, pajakan kewangan, pemulihan hutang lapuk, tuntutan insurans, keuntungan dari jualan harta dan transaksi pertukaran wang asing.

1.1 Operating revenue / Turnover / Sales

*Income from sales or rental of land, residential, non-residential buildings and other properties; commission and brokerage received on sales of land, residential, non-residential buildings abd other properties; income from valuers / appraiser of real estate; property management; Co broke fee, reference fee and management services.*

1.2 Other income

*Items such as interest income, dividends, subsidies, government grants, donations, financial leasings, bad debts recovered, insurance claims, gain on sales of assets and foreign exchange transactions.*

BAHAGIAN B: PERBELANJAAN  
PART B: EXPENDITURE

2.1 Perbelanjaan kendalian / Kos jualan

Termasuk perkara-perkara seperti perbelanjaan kos bahan untuk pembaikan dan penyelenggaraan, alat tulis dan bekalan pejabat, kos percetakan, perbelanjaan sewa, utiliti, bahan pembakar, pelincir dan gas, pembaikan dan penyelenggaraan yang dibuat oleh pihak lain, penyelidikan dan pembangunan, pembelian perkhidmatan pengangkutan, perjalanan, bayaran guaman, bayaran profesional dsbnya.

2.2 Kos pembangunan dan pembelian tanah

Termasuk kos pembangunan bagi bangunan kediaman, bangunan bukan kediaman dan harta-harta lain serta kos pembelian tanah.

2.2 Perbelanjaan lain

Susut nilai, faedah dan cukai, hutang lapuk, kerugian tukaran wang asing dan lain-lain perbelanjaan kewangan.

2.3 Jumlah gaji & upah

Gaji & upah yang dibayar merujuk kepada pembayaran tunai, termasuk yang dibayar bonus, komisen, bayaran lebih masa, elaun kos sara hidup dan elaun-elaun lain yang dibayar kepada semua pekerja bergaji dalam tempoh suku tahun rujukan. Sementara caruman pekerja kepada Kumpulan Wang Simpanan Pekerja (KWSP) dan Pertubuhan Keselamatan Sosial (PERKESO) turut dimasukkan, manakala caruman oleh majikan dikecualikan. Elaun kepada pemilik yang bekerja, rakan niaga yang bekerja dan pekerja keluarga tidak bergaji juga dikecualikan.

2.1 Operating expenditure / Cost of sales

*Include cost of materials for repairs and maintenance, stationary and office supplies, cost of printing, rental payment, utilities, fuel, lubricants and gas, payments for current repairs and maintenancework done by others, research and development, purchased of transport services, travelling, legal fees, professional fees etc.*

2.2 Development cost and land purchases

*Include development cost for residential, non-residential buildings and other properties as well as cost of land purchases.*

2.2 Other expenditure

*Depreciation, interest and taxes, bad debts, forex losses and other finance expenses.*

2.3 Total salaries & wages

*Salaries & wages paid refer to cash payments, including bonuses, commissions, overtime wages, cost of living and allowances made to all employees during the reference quarter. While the employees' contributions to Employees' Provident Fund (EPF) and Social Security Organisation (SOCSO) are included, the employer's contribution are excluded. Allowances to working proprietors, working partners and unpaid family worker are not included.*

BAHAGIAN C: BILANGAN PEKERJA  
PART C: NUMBER OF PERSONS ENGAGED

3.1 Jumlah pekerja

Jumlah pekerja termasuk semua pemilik yang bekerja dan pekerja keluarga tidak bergaji, pekerja bergaji (sepenuh masa) dan pekerja bergaji (sambilan).

(a) Pemilik yang bekerja dan pekerja keluarga tidak bergaji

Termasuk semua pemilik perseorangan dan rakan niaga dan pekerja keluarga tidak bergaji iaitu satu pertiga daripada waktu kerja biasa tetapi tidak menerima bayaran,

(b) Pekerja bergaji (sepenuh masa)

Ia merujuk kepada semua pekerja bergaji yang bekerja sekurang-kurangnya 6 jam sehari dan 20 hari sebulan.

(c) Pekerja bergaji (sambilan)

Ia merujuk kepada semua pekerja bergaji yang bekerja kurang daripada 6 jam sehari dan/ atau kurang daripada 20 hari sebulan.

3.4 Jumlah pekerja bukan warganegara Malaysia

Definisi Kewarganegaraan

**Individu** yang tinggal atau menetap di Malaysia bagi tempoh sekurang-kurangnya satu tahun mengikut kewarganegaraan dan etnik;

(i) Warganegara

- (a) Melayu
- (b) Bumiputera lain (Cth: Iban, Kadazan, Bajau, Murut)
- (c) Cina
- (d) India
- (e) Lain-lain (Cth: Sikh)

(ii) Bukan Warganegara

3.1 Total number of persons engaged

*The total number of persons engaged includes all working proprietors and unpaid family workers, paid employees (full-time) and paid employees (part-time).*

(a) Working proprietors and unpaid family workers

*This category refers to all individual proprietors and partners and work for a minimum of one third of the normal working time but do not receive regular payment.*

(b) Paid employees (full-time)

*It refers to all paid workers who work for at least 6 hours a day and 20 days a month.*

(c) Paid employees (part-time)

*It refers to all paid workers who work for less than 6 hours a day/ or less than 20 days a month.*

3.4 Total number of non-Malaysian citizen workers

Definition of Citizenship

**Individuals** who have lived or resided in Malaysia for a period of at least one year, by categorized by nationality and ethnicity;

(i) Citizen:

- (a) Malay
- (b) Other Bumiputera (e.g.: Iban, Kadazan, Bajau, Murut)
- (c) Chinese
- (d) Indian
- (e) Other (e.g.: Sikh)

(ii) Non-Citizen

BAHAGIAN E: EKONOMI DIGITAL  
PART E: DIGITAL ECONOMY

5.1 E-dagang

Urusniaga e-dagang adalah penjualan atau pembelian barangan atau perkhidmatan yang dijalankan melalui rangkaian pengkomputeran / internet dengan kaedah yang direka untuk tujuan menerima atau membuat pesanan (pembelian atau jualan). Urusniaga ini berlaku sama ada antara perniagaan, isi rumah, individu, kerajaan dan organisasi-organisasi awam / swasta lain.

Kaedah pembayaran dan penghantaran barangan atau perkhidmatan urusniaga e-dagang ini boleh dijalankan melalui atau bukan melalui rangkaian pengkomputeran / internet.

Urusniaga e-dagang termasuk pesanan yang dibuat di laman web, extranet atau EDI. Walau bagaimanapun, urusniaga yang dibuat melalui panggilan telefon, faks, e-mel dan yang seumpamanya tidak dikategorikan sebagai urusniaga e-dagang.

5.2 Peratus hasil yang diperoleh melalui transaksi e-dagang

Merujuk kepada peratus hasil transaksi e-dagang

5.3 Peratus perbelanjaan melalui transaksi e-dagang.

Merujuk kepada perbelanjaan transaksi e-dagang.

5.1 E-commerce

*E-commerce transactions is the sale or purchase of goods or services over the network computing / internet with designed method for the purpose of receive or make a booking (purchase or sale). The transaction is between businesses, households, individuals, governments and organisations of other public / private.*

*The method of payment and the delivery of goods or services e-commerce transactions can be carried out either through network computing / internet or not.*

*E-commerce transactions, including orders placed on the website, extranet or EDI. However, the transactions made by telephone, fax, email and the like are not been categorised as e-commerce transactions.*

5.2 Percentage of revenue through e-commerce transactions.

*Refers to the percentage of income through e-commerce transactions.*

5.3 Percentage of expenditure through e-commerce transactions.

*Refers to the percentage of expenditure through e-commerce transactions.*