



**MALAYSIA AIRPORTS (SEPANG) SDN BHD**

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**DIGITAL INTEGRATED AIRSIDE  
SERVICE SYSTEM**

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# **MANUAL PENGGUNA : ADMIN AIRSIDE DRIVING PERMIT (ADP)**



**THETA TECHNOLOGIES SDN BHD (120381-M)**

A Subsidiary of Theta Edge Berhad | A Member of Tabung Haji Group 

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## 1.0 Pengenalan

Manual Pengguna ini disediakan untuk memberi panduan kepada pengendali (admin) ADP untuk menggunakan Digital Integrated Airside Services System atau DIASS.

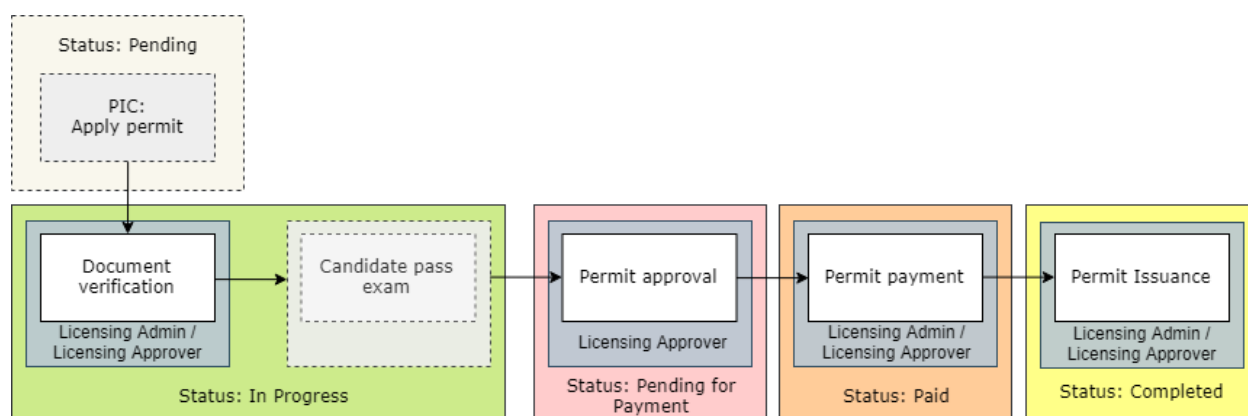
Sistem ini boleh dicapai melalui alamat <https://diass.malaysiaairports.com.my/admin>.

Terdapat empat (4) proses utama yang perlu dilakukan oleh admin sebelum pengeluaran permit ADP kepada pemandu:-

- Pengesahan dokumen
- Kelulusan permohonan
- Pembayaran permit
- Pengeluaran permit

## 1.1 Aliran proses

Sebaik PIC(person-in-charge) mengemukakan permohonan ADP, permohonan akan dihantar untuk diproses. Gambarajah dibawah menunjukkan proses aliran permit ADP oleh pihak admin. Proses boleh dibezakan melalui status permohonan permit (Rujuk Lampiran A).



Proses	Keterangan
Pengesahan dokumen	Semua maklumat dan dokumen yang dihamtar oleh PIC akan disemak dan disahkan.

Kelulusan permohonan	Selepas pemandu lulus peperiksaan kemahiran ADP, permohonan permit akan disemak semula sebagai pengesahan terakhir sebelum proses pembayaran.
Pembayaran permit	Permohonan yang telah lulus pada setiap peringkat perlu membuat pembayaran bagi memperoleh permit.
Pengeluaran permit	Permit yang telah dibuat pembayaran akan dicetak dan dikeluarkan kepada pemohon.

## 1.2 Peranan Admin

Permohonan permit ADP melibatkan dua peranan admin iaitu *Licensing Admin* dan *Admin/Approver Licensing*.

### 1.2.1 *Licensing Admin*

Pengguna dalam peranan ini boleh membuat dan mengurus proses pengesahan dokumen, pembayaran permit dan pengeluaran permit.

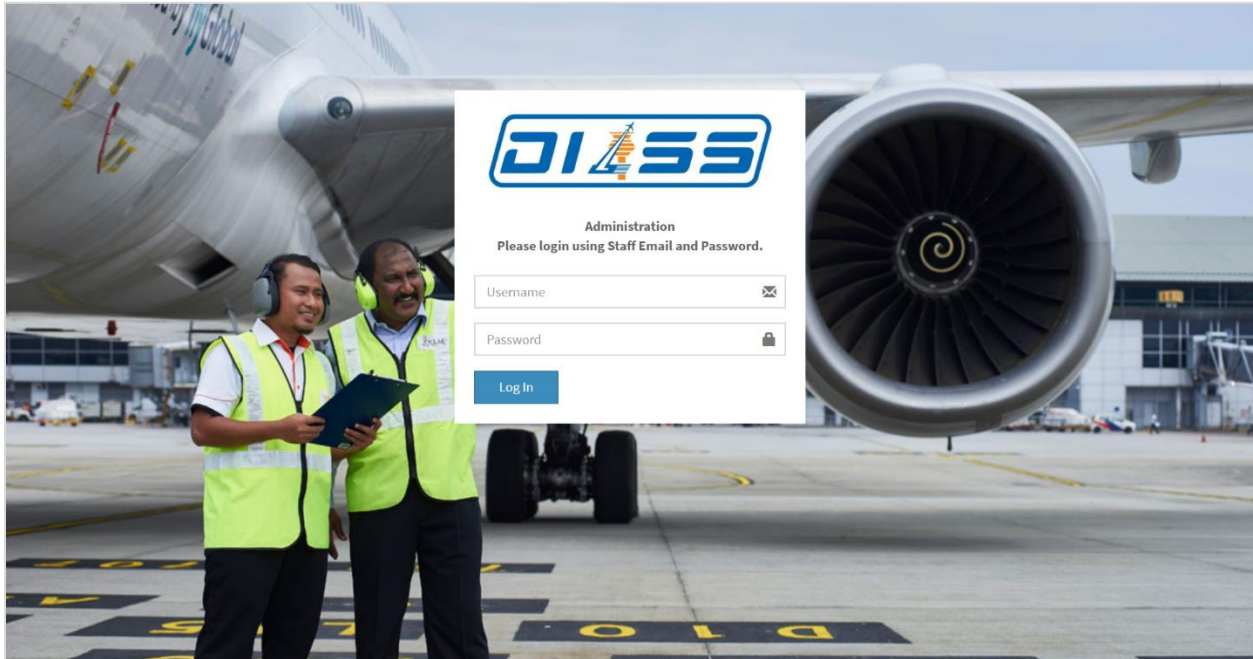
### 1.2.2 *Admin/Approver Licensing*

Pengguna dalam peranan ini boleh membuat dan mengurus semua proses termasuk mengesahkan kelulusan permit untuk dikeluarkan.

## 2.0 Log Masuk

Log masuk ke <https://diass.malaysiaairports.com.my/admin>.

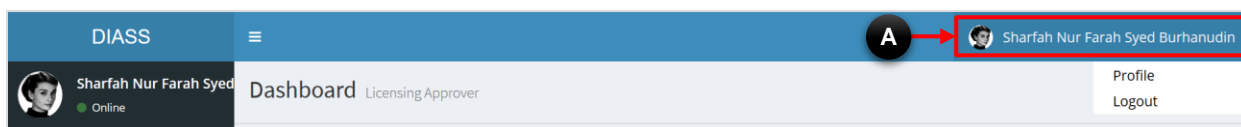
Masukkan *Username* (alamat e-mel penuh e.g. [example@malaysiaairports.com.my](mailto:example@malaysiaairports.com.my)) dan *Password* (kata laluan masuk PC). Klik butang **[Log In]** atau tekan **[Enter]** untuk log masuk ke sistem.



## 3.0 Paparan Utama (*Dashboard*)

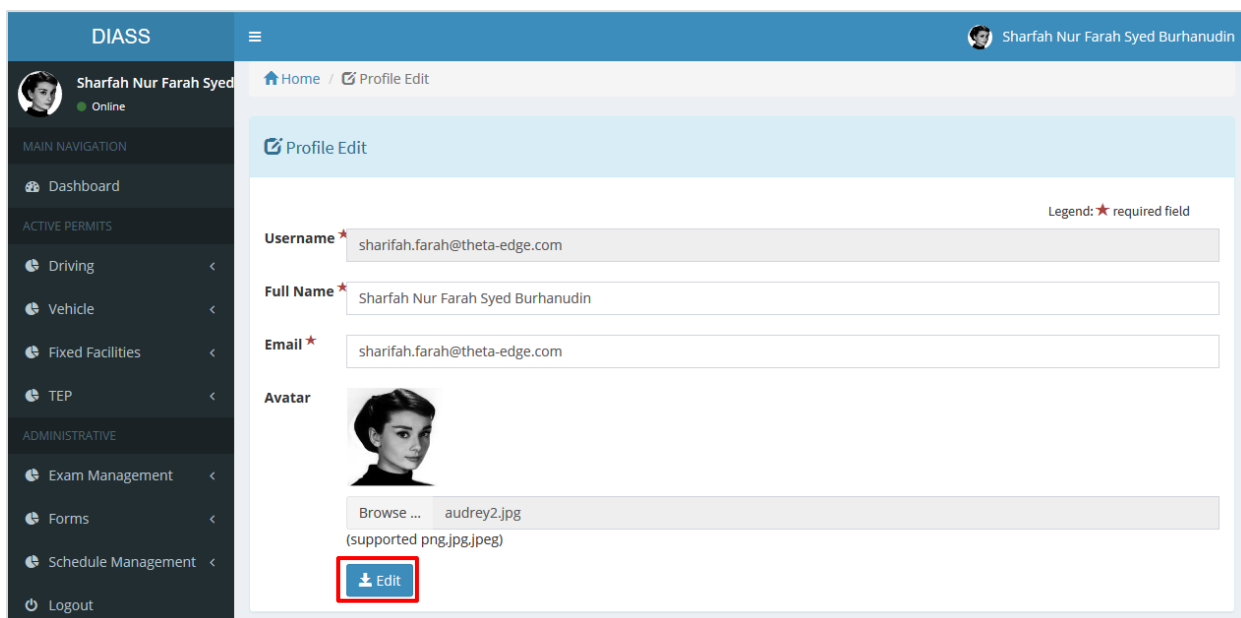
### 3.1 Tetapan Akaun

Setelah berjaya log masuk ke dalam DIASS, paparan utama akan dipaparkan. Bagi mengemaskini maklumat akaun, seperti nama, alamat e-mel atau avatar boleh dilakukan di bahagian tetapan akaun. Klik pada nama pengguna [Label A] untuk ke tetapan akaun.



#### 3.1.1 Profile

Klik [Profile]. Maklumat admin akan dipaparkan. Sebarang perubahan maklumat admin boleh diedit di sini. Kemudian klik butang [Edit] untuk simpan maklumat.



#### 3.1.2 Logout

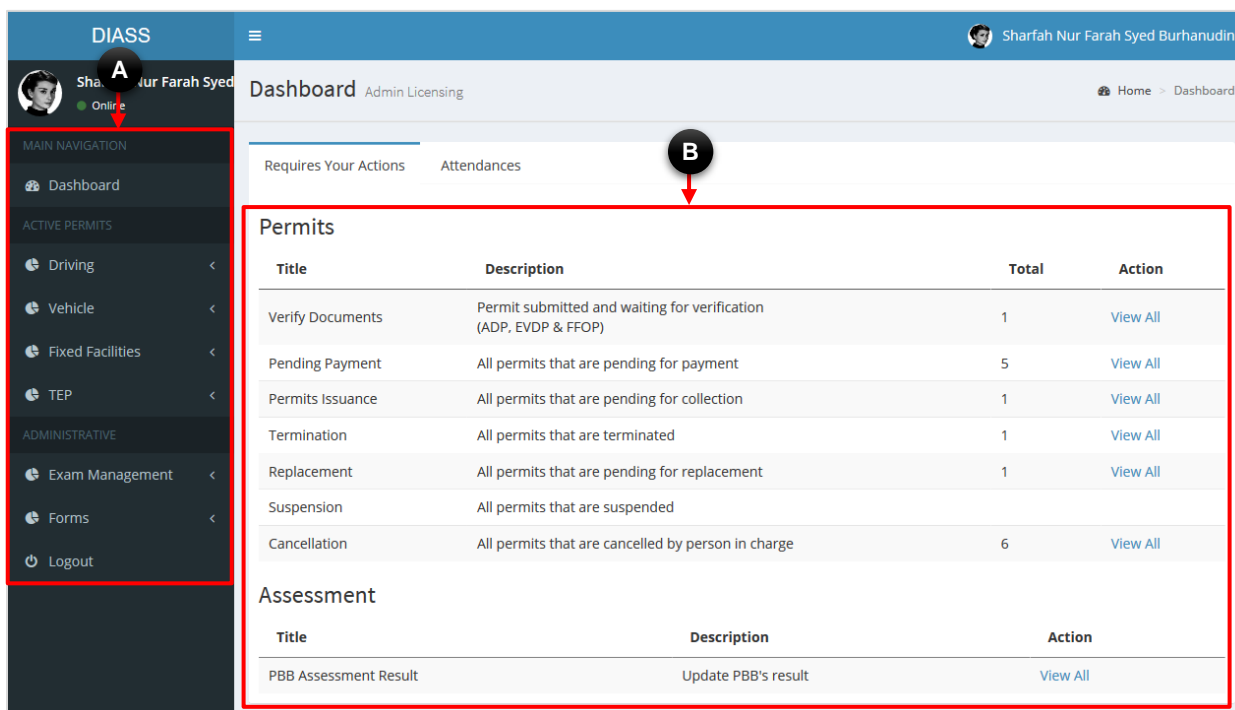
Klik [Logout] untuk keluar sistem DIASS. Ini untuk menamatkan sesi log masuk semasa. Sistem akan kembali paparan log masuk.

## 3.2 Paparan Utama Admin

Paparan utama untuk setiap peranan admin adalah berbeza mengikut keperluan peranan. Bagi proses pengeluaran permit ADP, terdapat dua peranan admin yang mempunyai *dashboard* masing-masing.

### 3.2.1 Licensing Admin

Gambarajah dibawah menunjukkan paparan utama untuk *Licensing Admin*. Menu utama sistem berada di sebelah kiri [Label A]. Bagi permit-permit yang memerlukan perhatian/tindakan daripada admin, senarai permit terletak di bahagian tengah paparan [Label B].



**Dashboard Admin Licensing**

Requires Your Actions | Attendances

**Permits**

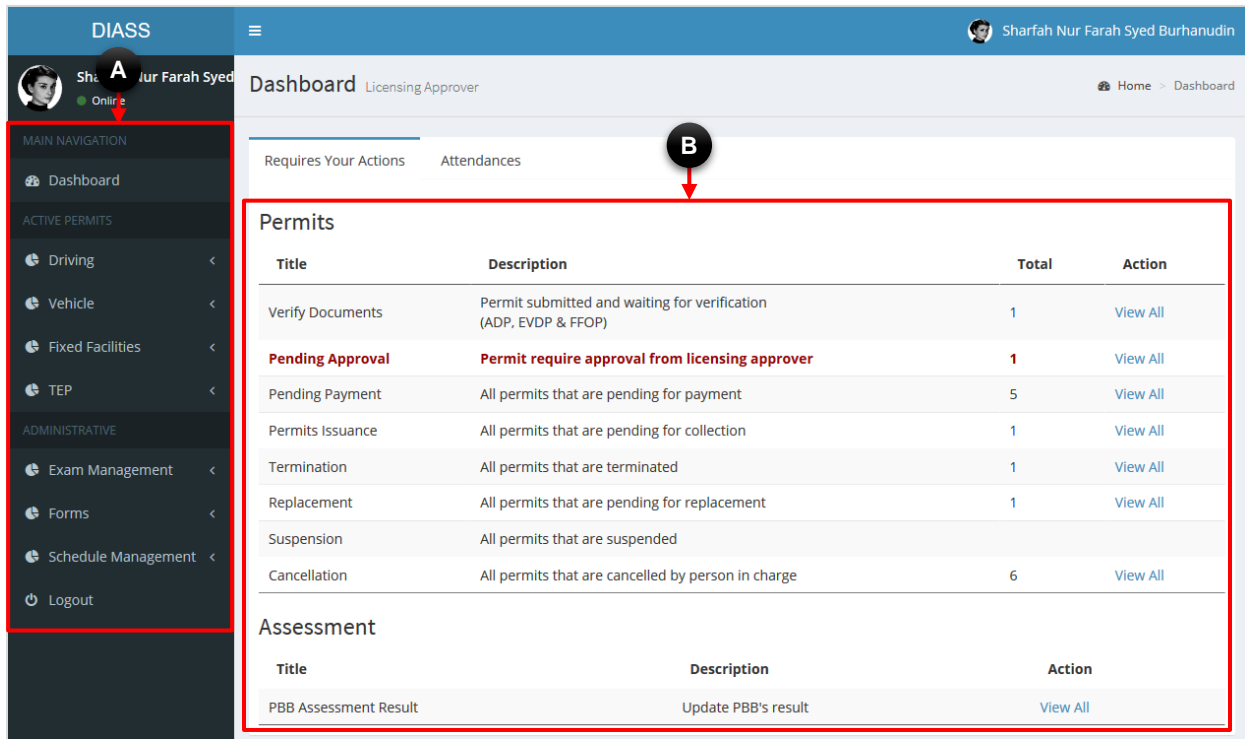
Title	Description	Total	Action
Verify Documents	Permit submitted and waiting for verification (ADP, EVDP & FFOP)	1	<a href="#">View All</a>
Pending Payment	All permits that are pending for payment	5	<a href="#">View All</a>
Permits Issuance	All permits that are pending for collection	1	<a href="#">View All</a>
Termination	All permits that are terminated	1	<a href="#">View All</a>
Replacement	All permits that are pending for replacement	1	<a href="#">View All</a>
Suspension	All permits that are suspended		
Cancellation	All permits that are cancelled by person in charge	6	<a href="#">View All</a>

**Assessment**

Title	Description	Action
PBB Assessment Result	Update PBB's result	<a href="#">View All</a>

### 3.2.2 Admin/Approver Licensing

Gambarajah dibawah menunjukkan paparan utama untuk *Admin/Approver Licensing*. Menu utama sistem berada di sebelah kiri [Label A]. Bagi permit-permit yang memerlukan perhatian/tindakan daripada admin, senarai permit terletak di bahagian tengah paparan [Label B].



**Dashboard** Licensing Approver

Requires Your Actions Attendances

**Permits**

Title	Description	Total	Action
Verify Documents	Permit submitted and waiting for verification (ADP, EVDP & FFOP)	1	<a href="#">View All</a>
<b>Pending Approval</b>	<b>Permit require approval from licensing approver</b>	<b>1</b>	<a href="#">View All</a>
Pending Payment	All permits that are pending for payment	5	<a href="#">View All</a>
Permits Issuance	All permits that are pending for collection	1	<a href="#">View All</a>
Termination	All permits that are terminated	1	<a href="#">View All</a>
Replacement	All permits that are pending for replacement	1	<a href="#">View All</a>
Suspension	All permits that are suspended		
Cancellation	All permits that are cancelled by person in charge	6	<a href="#">View All</a>

**Assessment**

Title	Description	Action
PBB Assessment Result	Update PBB's result	<a href="#">View All</a>




## 4.0 Proses Kelulusan Permohonan Permit

### 4.1 Pengesahan Dokumen (*Document Verification*)

Setiap permohonan ADP memerlukan pengesahan maklumat pemandu dan dokumen-dokumen yang dimuat naik oleh PIC. Klik [View All] pada bahagian *Verify Documents*.

Verify Documents	Permit submitted and waiting for verification (ADP, EVDP & FFOP)	13	<a href="#">View All</a>
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Senarai permohonan yang memerlukan pengesahan maklumat dan dokumen dipaparkan. Pilih ADP yang berkenaan dan klik butang  [Label A] untuk menyemak maklumat permohonan permit.

Verify Documents					
<input checked="" type="radio"/> ALL <input type="radio"/> KLIA <input type="radio"/> KLIA2					
Show <b>10</b> entries <a href="#">Export</a> <a href="#">Column visibility</a>					
Company	Booking Id	Driver / Operator / Vehicle ID	Permit	Status	Exam/ Briefing/ Assessment Date
<input type="text" value="Search Com"/>	<input type="text" value="Search Book"/>	<input type="text" value="Search Drive"/>	<input type="text" value="All"/>		<input type="text" value="Search Exam"/>
Malindo Air	05845293	77777777777	Airside Driving Permit	pending	06-05-2019
Air Batu Berhad	00089027	910123141921	Airside Driving Permit	pending	16-04-2019
Malindo Air	06293299	790111072123	Visual Docking Guidance System	pending	15-04-2019
Malindo Air	02352474	900914140010	Visual Docking Guidance System	pending	15-04-2019
Malindo Air	04551094	820607146205	Passenger Boarding Bridge	pending	08-04-2019
Malindo Air	08988529	740519035087	Passenger Boarding Bridge	pending	08-04-2019
Malindo Air	02761941	900117035017	Airside Driving Permit	pending	15-04-2019
AeroDarat Services Sdn Bhd	06872296	980321106049	Passenger Boarding Bridge	pending	02-04-2019
Malindo Air	04602748	800422090909	Airside Driving Permit	pending	03-04-2019
Showing 1 to 9 of 9 entries					
				Previous	1 Next

Maklumat pemohon permit dipaparkan (Rujuk Lampiran B, Paparan 1). Admin perlu menyemak maklumat-maklumat pemandu dan dokumen-dokumen yang dilampirkan. Maklumat yang diberikan hendaklah lengkap dan memenuhi kriteria-kriteria yang dikehendaki.

**Permit Detail**

**Airside Driving Permit (Renew)** Status: pending

Booking ID: 08214513    Briefing & Exam Date: 01-01-1900 Change    Location: KLIA    Session:

**Driver Information**    Competency Test    Application Timeline

**Driver**

<b>Name</b>	JAMIL BIN BIDIN	<b>Contact No</b>	0198734523
<b>Display Name</b>	JAMIL BIN BIDIN <span style="border: 1px solid gray; padding: 2px;">Change</span>	<b>Email</b>	jamil99@abc.com
<b>IC/Passport</b>	998212830274 - [IC/Passport copy not found]	<b>License No</b>	7647124
<b>Driving License Country</b>	MALAYSIA	<b>License Expiry Date</b>	02-07-2027
<b>License Class</b>	D		

**Others**

Previous Permit Serial No: ADP00007

ADP Category: B1 Change

Vehicle Class: ☒ 1, ☐ 2, ☐ 3, ☐ 4, ☐ 5 Change

**Training**

Trainer Name: -

Training Date: 01-01-1900

Documents: NA

**Supporting Documents**

File Name	Document Name
<a href="#">avp-apply-success.png</a>	Driving License (PJ/International)
<a href="#">avp-apply-success1.png</a>	KLIA/KLIA2 Airport Pass
<a href="#">avp-apply-success2.png</a>	Supporting letter from employer
<a href="#">avp-apply-success3.png</a>	Special Equipment support documents
<a href="#">avp-apply-success4.png</a>	Working Permit (Foreigner)

**Enforcement History**    **Permits**

Show 10 entries    Search:

#	Date Submit	Submit By	Period of Suspension	ADP No	Remark	Offence List
No data available in table						
#	Date Submit	Submit By	Period of Suspension	Permit No	Remark	Offence List
Showing 0 to 0 of 0 entries						

Back

**PIC Detail**

<b>Name</b>	Ahmad Ameer	<b>Mobile Phone</b>	78538672	<b>Office Phone</b>	923776345	<b>Email</b>	calista23@gmail.com
-------------	-------------	---------------------	----------	---------------------	-----------	--------------	---------------------

**Your Action** : Check submitted information & documents.

ADP Category : B1

Vehicle Class : 1

Exam Date (Change it if necessary)  
15-07-2019

**Status \***

☐ All mandatory information & documents are complete

☐ Some of information or documents not complete

**Remark**

☐ I hereby certify that I have reviewed the information provided and checked the documents submitted along with this application.\*

Submit

Bahagian atas [Label A] merupakan maklumat pemandu yang akan manghadiri taklimat dan menduduki peperiksaan kemahiran ADP, manakala bahagian tengah [Label B] adalah maklumat PIC yang membuat permohonan permit. Sekiranya terdapat sebarang perubahan pada maklumat pemandu, perubahan boleh dilakukan oleh admin.

Bahagian bawah [Label C] “*Your Action: Check submitted information & documents*” adalah bahagian pengesahan oleh pihak admin. Lengkapkan maklumat yang berkenaan dan klik butang [Submit]. Mesej ‘*Success. Update Record Success*’ akan dipaparkan.

Permohonan yang telah disemak dan lengkap yang telah diproses akan bertukar status menjadi “*Inprogress*”.


Selepas proses pengesahan dokumen, calon perlu menghadiri sesi taklimat (jika belum) dan menduduki peperiksaan kemahiran ADP.

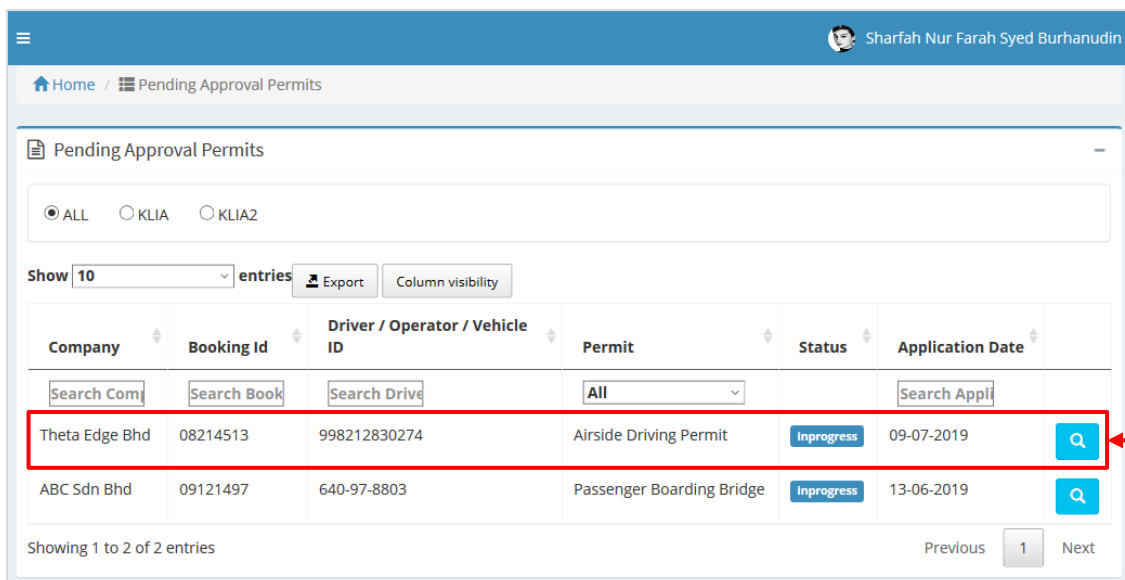
## 4.2 Kelulusan Permohonan (*Permit Approval*)

Selepas calon lulus peperiksaan kemahiran ADP, admin perlu membuat semakan semula permohonan permit untuk kelulusan. Pengesahan ini bertujuan menyemak semula semua maklumat dan proses telah lengkap dan memenuhi keperluan permit.

Klik [View All] pada bahagian *Pending Approval*.

Pending Approval	Permit require approval from licensing approver	3	View All
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Senarai permohonan yang memerlukan semakan pengesahan dipaparkan. Pilih ADP yang berkenaan dan klik butang  [Label A].



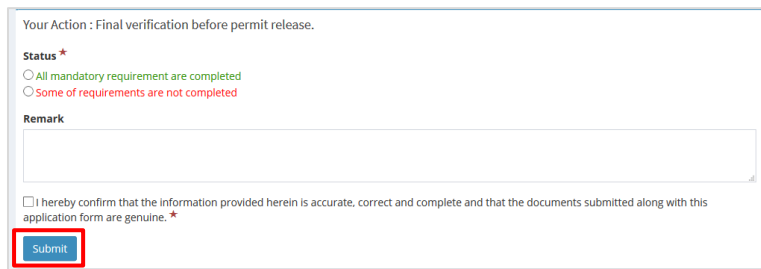
The screenshot displays the 'Pending Approval Permits' section of the system. It includes a filter for 'ALL', 'KLIA', or 'KLIA2'. Below the filter, there are options to 'Show 10 entries', 'Export', and 'Column visibility'. The main table lists two entries:

Company	Booking Id	Driver / Operator / Vehicle ID	Permit	Status	Application Date
Theta Edge Bhd	08214513	998212830274	Airside Driving Permit	Inprogress	09-07-2019
ABC Sdn Bhd	09121497	640-97-8803	Passenger Boarding Bridge	Inprogress	13-06-2019

At the bottom, it shows 'Showing 1 to 2 of 2 entries' and navigation buttons for 'Previous', '1', and 'Next'. A red box highlights the first row, and a magnifying glass icon is shown next to it, labeled 'A'.

Maklumat calon ADP permit dipaparkan (Rujuk Lampiran B, Paparan 2.1). Admin perlu menyemak semula maklumat-maklumat pemandu dan dokumen-dokumen yang dilampirkan (Rujuk Lampiran B, Paparan 1). Keputusan peperiksaan kemahiran ADP juga boleh disemak di paparan “*Competency Test*” (Rujuk Lampiran B, Paparan 2.2).

Pada bahagian bawah skrin, lengkapkan ruangan “*Your Action: Final verification before permit release*”. Kemudian klik butang [Submit].



Your Action : Final verification before permit release.

Status \*

☒ All mandatory requirement are completed

☐ Some of requirements are not completed

Remark

☐ I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine. \*


Submit

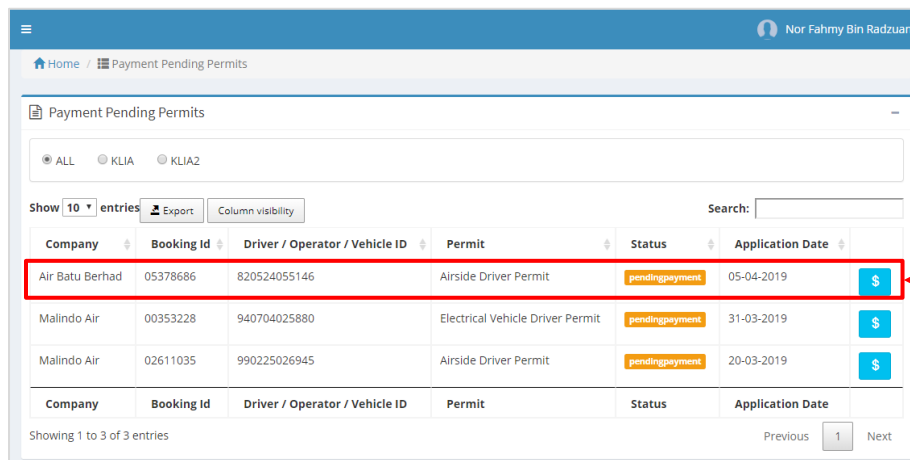
Proses kelulusan permohonan telah berjaya dilakukan.




### 4.3 Pembayaran Permit (*Permit Payment*)

Proses pembayaran permit hanya boleh dilakukan selepas proses pengesahan dibuat. Status permohonan akan menjadi “*Pendingpayment*”. Klik [View All] pada bahagian *Pending Payment* di paparan utama admin.

Pending Payment	All permits that are pending for payment	7	<a href="#">View All</a>
-----------------	--	---	--------------------------

Senarai permohonan yang belum membuat pembayaran dipaparkan. Pilih ADP yang berkenaan [Label A] dan klik butang  untuk membuat pembayaran permit.



Company	Booking Id	Driver / Operator / Vehicle ID	Permit	Status	Application Date	
Air Batu Berhad	05378686	820524055146	Airside Driver Permit	pendingpayment	05-04-2019	
Malindo Air	00353228	940704025880	Electrical Vehicle Driver Permit	pendingpayment	31-03-2019	
Malindo Air	02611035	990225026945	Airside Driver Permit	pendingpayment	20-03-2019	

Showing 1 to 3 of 3 entries

Previous 1 Next

Paparan maklumat permit ADP dipaparkan (Rujuk Lampiran B, Paparan 3). Pada bahagian bawah skrin, lengkapkan ruangan “*Your Action: Accept payment & issuance permit*”. Kemudian klik butang [Submit].

Your Action : Accept payment & issuance permit.



<b>Payment Detail</b>	<b>Others</b>
<b>Permit start date *</b> 11-07-2019	<b>Company Name (Permit) *</b> Theta Edge Bhd
<b>Permit expiry Date *</b> 10-07-2020	<b>Company Name (Receipt) *</b> Theta Edge Bhd
<b>Payment Location *</b> <input checked="" type="radio"/> KLIA <input type="radio"/> KLIA2	<b>Remark</b> <div></div>
<b>Payment Method *</b> <input checked="" type="radio"/> Cash <input type="radio"/> Cheque <input type="radio"/> Credit Facilities <input type="radio"/> Free of Charges	
<b>Payment Type *</b> <input checked="" type="radio"/> One year Permit <input type="radio"/> Pro-rated Permit	
<b>Fee *</b> 30	
<input checked="" type="checkbox"/> I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine. *	
<div>Submit</div>	

Proses pembayaran permit telah berjaya dilakukan.

#### 4.4 Pengeluaran Permit (*Permit Issuance*)

Permit hanya akan dikeluarkan selepas proses pembayaran. Status permohonan akan menjadi “Paid”. Klik [View All] pada bahagian *Permits Issuance* di paparan utama admin.

Permits Issuance	All permits that are pending for collection	2	<a href="#">View All</a>
------------------	---	---	--------------------------







Senarai permohonan yang telah membuat pembayaran dipaparkan. Pilih ADP yang berkenaan [Label A] dan klik butang  untuk menjana permit sekaligus melengkapkan proses permohonan permit. Butang  adalah untuk mencetak permit.

Home / Uncollected Permits

Uncollected Permits

☒ ALL
 ☐ KLIA
 ☐ KLIA2

Show 10 entries
 Export
 Column visibility

Company	Booking Id	Serial No (Completed)	Driver / Operator / Vehicle ID	Permit	Status	
<input type="text" value="Search Com"/>	<input type="text" value="Search Book"/>	<input type="text" value="Search Serial"/>	<input type="text" value="Search Driver"/>	<input type="text" value="All"/>		
Air Batu Berhad	09723012	TEP000021	AHG73	Work In Progress (Taxiway & Runway)	paid	 
Theta Edge Bhd	08214513	ADP000007	998212830274	Airside Driving Permit	paid	 
Theta Edge Bhd	09342302	EVDP000011	873276598233	Electrical Vehicle Driving Permit	paid	 

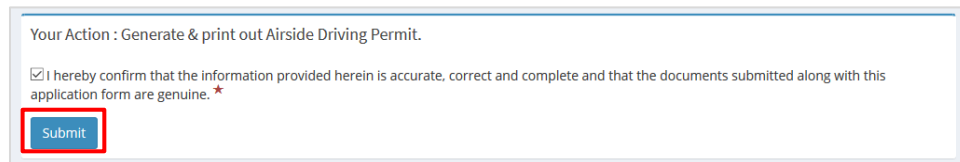
Showing 1 to 3 of 3 entries
 

Previous
 1
 Next

A



Paparan maklumat permit ADP dipaparkan (Rujuk Lampiran B, Paparan 4.1). Pada bahagian bawah skrin, lengkapkan ruangan “*Generate & print out Airside Driving Permit*”. Kemudian klik butang [Submit].



Your Action : Generate & print out Airside Driving Permit.

☒ I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine. \*

Submit

Proses permohonan permit telah lengkap dilakukan dan status permohonan menjadi “*complete*” (Rujuk Lampiran B, Paparan 5)..

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## 5.0 Penutup

Diharap manual pengguna ini dapat membantu admin menggunakan Sistem DIASS dengan lebih mudah dan cepat.

## Lampiran

### A. Status Permit

Status	Keterangan
<i>Completed</i>	Proses permohonan permit telah lengkap. Permit telah dikeluarkan oleh pihak MAHB.
<i>Inprogress</i>	Permohonan telah diterima, tetapi masih terdapat proses yang perlu dilengkapkan.
<i>Pending</i>	Permohonan permit telah dihantar dan sedang dalam semakan.
<i>Pendingpayment</i>	Pembayaran permit belum dilakukan.
<i>Paid</i>	Pembayaran permit telah dilakukan.
<i>Expired</i>	Permit tamat tempoh.
<i>Rejected</i>	Permohonan permit ditolak kerana tidak memenuhi syarat yang ditetapkan.
<i>Cancel</i>	Pembatalan permohonan permit. Pembatalan boleh dilakukan pada bila-bila masa sebelum proses pembayaran permit.
<i>Suspended</i>	Permit digantung bagi tempoh yang dinyatakan.
<i>Terminated</i>	Permit ditamatkan. Hanya dibenarkan bagi permit yang berstatus <i>paid</i> dan <i>completed</i> .
<i>Replaced</i>	Permit lama telah diganti dengan permit baru. Penggantian permit lama kepada permit baru hanya dibenarkan bagi permit yang berstatus <i>completed</i> .
<i>Failed</i>	Gagal peperiksaan ADP untuk kali kedua. Bagi calon yang gagal pada percubaan pertama, status permohonan permit masih <i>inprogress</i> .

## B. Paparan Skrin

### Paparan 1: Maklumat Pemandu/Operator

DIASS

Sharfah Nur Farah Syed

Online

Home

Verify Documents

Permit Detail

Dashboard

Active Permits

Driving

Vehicle

Fixed Facilities

TEP

Administrative

Exam Management

Forms

Logout

Permit Detail

Airside Driving Permit (Renew)

Status: pending

Booking ID: 08214513

Briefing & Exam Date: 01-01-1900

Location: KLIA

Session:

Driver Information

Competency Test

Application Timeline

Driver

Name: JAMIL BIN BIDIN

Contact No: 0198734523

Display Name: JAMIL BIN BIDIN

Email: jamil99@abc.com

IC/Passport: 998212830274 - (IC/Passport copy not found)

License No: 7647124

Driving License Country: MALAYSIA

License Class: D

License Expiry Date: 02-07-2027

Others

Previous Permit Serial No: ADP00007

ADP Category: B1

Vehicle Class: ☒ 1, ☐ 2, ☐ 3, ☐ 4, ☐ 5

Supporting Documents

File Name	Document Name
avp-apply-success.png	Driving License (JPJ/International)
avp-apply-success1.png	KLIA/KLIA2 Airport Pass
avp-apply-success2.png	Supporting letter from employer
avp-apply-success3.png	Special Equipment support documents
avp-apply-success4.png	Working Permit (Foreigner)

Training

Trainer Name: -

Training Date: 01-01-1900

Documents: NA

Enforcement History

Permits

Show 10 entries

Search:

#	Date Submit	Submit By	Period of Suspension	ADP No	Remark	Offence List
No data available in table						
#	Date Submit	Submit By	Period of Suspension	Permit No	Remark	Offence List
Showing 0 to 0 of 0 entries						

Back

PIC Detail

Name: Ahmad Ameer

Mobile Phone: 78538672

Office Phone: 923776345

Email: calista23@gmail.com

Your Action : Check submitted information & documents.

ADP Category : B1

Vehicle Class : 1

Exam Date (Change it if necessary): 15-07-2019


Status \*

☐ All mandatory information & documents are complete
 ☐ Some of information or documents not complete

Remark

☐ I hereby certify that I have reviewed the information provided and checked the documents submitted along with this application.\*

Submit



  
 THETA TECHNOLOGIES SDN BHD

[Date]

18

## Paparan 2.1: Maklumat calon ADP

DIASS



Sharfah Nur Farah Syed

Online

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Permit Detail

Airside Driving Permit (Renew)

Status: inprogress

Booking ID: 08214513

Exam Date: 11-07-2019

Location: KLIA

Session:

Driver Information

Competency Test

Application Timeline

Driver

Name

JAMIL BIN BIDIN

Contact No

0198734523

Display Name

JAMIL BIN BIDIN

Change

Email

jamil99@abc.com

IC/Passport

998212830274 - [IC/Passport copy not found]

License No

7647124

Driving License Country

MALAYSIA

License Class

D

Expiry Date

02-07-2027

Others

Previous Permit Serial No:

ADP00007

ADP Category:

B1

Change

Vehicle Class:

☒ 1, ☐ 2, ☐ 3, ☐ 4, ☐ 5

Change

Supporting Documents

File Name	Document Name
avp-apply-success.png	Driving License (JPJ/International)
avp-apply-success1.png	KLIA/KLIA2 Airport Pass
avp-apply-success2.png	Supporting letter from employer
avp-apply-success3.png	Special Equipment support documents
avp-apply-success4.png	Working Permit (Foreigner)

Training

Trainer Name:

-

Training Date:

N/A

Documents:

N/A

Enforcement History

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Show 10 entries

Search:

#	Date Submit	Submit By	Period of Suspension	ADP No	Remark	Offence List
No data available in table						
#	Date Submit	Submit By	Period of Suspension	Permit No	Remark	Offence List

Showing 0 to 0 of 0 entries

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Back

PIC Detail

Name

Ahmad Ameer

Mobile Phone

78538672

Office Phone

923776345

Email

callista23@gmail.com

Your Action : Final verification before permit release.


Status \*

☐ All mandatory requirement are completed
 ☐ Some of requirements are not completed

Remark

☐ I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine. \*

Submit




THETA TECHNOLOGIES SDN BHD

[Date]

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## Paparan 2.2: Maklumat Keputusan Peperiksaan Kemahiran ADP

DIASS



Sharfah Nur Farah Syed

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Permit Detail

Airside Driving Permit (Renew)

Status: inprogress

Booking ID: 08214513

Exam Date: 11-07-2019

Location: KLIA

Session:

Driver Information

Competency Test

Application Timeline

Competency Test : PASS

Result: 19/20

Competency Test Date: 11-07-2019

Test Result

1st Attempt (View Results)

Question 1: ✓

Question 2: ✓

Question 3: ✓

Question 4: ✓

Question 5: ✓

Question 6: ✗

Question 7: ✓

Question 8: ✓

Question 9: ✓

Question 10: ✓

Question 11: ✓

Question 12: ✓

Question 13: ✓

Question 14: ✓

Question 15: ✓

Question 16: ✓

Question 17: ✓

Question 18: ✓

Question 19: ✓

Question 20: ✓

Back

PIC Detail

Name

Ahmad Ameer

Mobile Phone

78538672

Office Phone

923776345

Email

calista23@gmail.com

Your Action : Final verification before permit release.

Status \*


All mandatory requirement are completed

Some of requirements are not completed

Remark

☐ I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine. \*

Submit




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[Date]

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## Paparan 2.3: Maklumat Tempoh Masa Permohonan

DIASS



Sharfah Nur Farah Syed

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Permit Detail

Airside Driving Permit (Renew)

Status: inprogress

Booking ID: 08214513

Exam Date: 11-07-2019

Location: KLIA

Session:

Driver Information

Competency Test

Application Timeline

User	Action	Details	Detail Status	Status	Remark	Create Datetime
	exam passed	driver pass the exam	approval airside pending	inprogress	Exam passed	11-07-2019, 11:59 am
Super Admin	Documents verified	Briefing confirmed. Please ensure the driver attend the briefing session	airside briefing pending	inprogress	set!	11-07-2019, 11:48 am
Super Admin	Admin change exam date	Driver need to prepare for new examination date	docs checking pending	pending	-	11-07-2019, 11:48 am
Ahmad Aqran	PIC submitted ADP application	Admin Licensing will validate the submitted documents	docs checking pending	pending	-	09-07-2019, 11:11 am

Back

PIC Detail

Name	Ahmad Ameer	Mobile Phone	78538672	Office Phone	923776345	Email	calista23@gmail.com
------	-------------	--------------	----------	--------------	-----------	-------	---------------------

Your Action : Final verification before permit release.

Status \*


☒ All mandatory requirement are completed
 ☐ Some of requirements are not completed

Remark

pass

☒ I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine.

Submit


  
 THETA TECHNOLOGIES SDN BHD

[Date]

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## Paparan 3: Maklumat Pemandu dan Permohonan Permit

DIASS

Sharfah Nur Farah Syed

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Permit Detail

Airside Driving Permit (Renew)

Status: pendingpayment

Booking ID: 08214513

Exam Date: 11-07-2019

Location: KLIA

Session:

Driver Information

Competency Test

Application Timeline

Driver

Name

JAMIL BIN BIDIN

Contact No

0198734523

Display Name

JAMIL BIN BIDIN

Change

Email

jamil99@abc.com

IC/Passport

998212830274 - (IC/Passport copy not found)

License No

7647124

Driving License Country

MALAYSIA

License Class

D

License Expiry Date

02-07-2027

Others

Previous Permit Serial No:

ADP00007

ADP Category:

B1

Change

Vehicle Class:

☒ 1, ☐ 2, ☐ 3, ☐ 4, ☐ 5

Change

Supporting Documents

File Name	Document Name
avp-apply-success.png	Driving License (JP/International)
avp-apply-success1.png	KLIA/KLIA2 Airport Pass
avp-apply-success2.png	Supporting letter from employer
avp-apply-success3.png	Special Equipment support documents
avp-apply-success4.png	Working Permit (Foreigner)

Training

Trainer Name:

-

Training Date:

NA

Documents:

NA

Enforcement History

Permits

Show 10 entries

Search:

#	Date Submit	Submit By	Period of Suspension	ADP No	Remark	Offence List
No data available in table						
#	Date Submit	Submit By	Period of Suspension	Permit No	Remark	Offence List
Showing 0 to 0 of 0 entries						

Back

PIC Detail

Name

Ahmad Ameer

Mobile Phone

78538672

Office Phone

923776345

Email

calista23@gmail.com

Your Action : Accept payment & issuance permit.

Payment Detail

Permit start date \*

11-07-2019

Permit expiry Date \*

10-07-2020

Payment Location \*

☒ KLIA ☐ KLIA2

Payment Method \*

☒ Cash ☐ Cheque ☐ Credit Facilities ☐ Free of Charges

Payment Type \*

☒ One year Permit ☐ Pro-rated Permit

Fee \*

30

Others

Company Name (Permit) \*

Theta Edge Bhd


Company Name (Receipt) \*

Theta Edge Bhd

Remark

I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine. \*

Submit


  
 THETA TECHNOLOGIES SDN BHD


[Date]

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## Paparan 4.1: Maklumat Pemandu

DIASS



Sharfah Nur Farah Syed

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Permit Detail

Airside Driving Permit (Renew)

Status: paid

Serial No: ADP000007

Exam Date: 11-07-2019

Location: KLIA

Session:

Driver Information

Permit Information

Competency Test

Application Timeline

Driver

Name

JAMIL BIN BIDIN

Contact No

0198734523

Display Name

JAMIL BIN BIDIN

Change

Email

jamil99@abc.com

IC/Passport

998212830274 - [IC/Passport copy not found]

License No

7647124


Driving License Country

MALAYSIA

License

02-07-2027

Expiry Date



Others

Previous Permit Serial No:

ADP000007

ADP Category:

B1

Change

Vehicle Class:

☒ 1,
 ☐ 2,
 ☐ 3,
 ☐ 4,
 ☐ 5

Change

Supporting Documents

File Name	Document Name
<a href="#">avp-apply-success.png</a>	Driving License (JP/International)
<a href="#">avp-apply-success1.png</a>	KLIA/KLIA2 Airport Pass
<a href="#">avp-apply-success2.png</a>	Supporting letter from employer
<a href="#">avp-apply-success3.png</a>	Special Equipment support documents
<a href="#">avp-apply-success4.png</a>	Working Permit (Foreigner)

Training

Trainer Name:

-

Training Date:

NA

Documents:

NA

Enforcement History

Permits

Show 10 entries

Search:

#	Date Submit	Submit By	Period of Suspension	ADP No	Remark	Offence List
No data available in table						
#	Date Submit	Submit By	Period of Suspension	Permit No	Remark	Offence List

Showing 0 to 0 of 0 entries

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Back

PIC Detail

Name

Ahmad Ameer

Mobile Phone

78538672

Office Phone

923776345


Email

callista23@gmail.com

Your Action : Generate & print out Airside Driving Permit.

☒ I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine.

Submit




THETA TECHNOLOGIES SDN BHD

[Date]

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## Paparan 4.2: Maklumat Permit

DIASS



Sharfah Nur Farah Syed

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Permit Detail

Airside Driving Permit (New)

Status: paid

Serial No: ADP000014

Briefing & Exam Date: 29-05-2019

Location: KLIA2

Session: All Day

Driver Information

Permit Information

Competency Test

Application Timeline


<b>Permit Type</b>	Driving	<b>Serial No</b>	ADP000014
<b>Permit</b>	ADP	<b>Issuance Date</b>	16-05-2019
<b>Condition</b>	new	<b>Issuance Start Date</b>	16-05-2019
<b>Booking Id</b>	09813428	<b>Issuance Expiry Date</b>	15-05-2020
<b>PIC</b>	PIC TCR	<b>Issuance Processed By</b>	Sharfah Nur Farah Syed Burhanudin
<b>Company Name</b>	Malindo Air	<b>Invoice No</b>	MAHB0001
<b>Final Status</b>	paid	<b>Total</b>	RM 30.00
<b>Remark</b>	-	<b>Payment Processed By</b>	Sharfah Nur Farah Syed Burhanudin
<b>Application Date</b>	15-05-2019		

Back

Your Action : Generate & print out Airside Driving Permit.

☒ I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine.

Submit



  
 THETA TECHNOLOGIES SDN BHD

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## Paparan 4.3: Maklumat Tempoh Masa Permohonan

DIASS



Sharfah Nur Farah Syed

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Permit Detail

Airside Driving Permit (Renew)

Status: paid

Serial No: ADP000007

Exam Date: 11-07-2019

Location: KLIA

Session:

Driver Information

Permit Information

Competency Test

Application Timeline

User	Action	Details	Detail Status	Status	Remark	Create Datetime
Sharfah Nur Farah Syed Burhanudin	Paid	ADP ready for collection	paid	paid	-	11-07-2019, 12:39 pm
Sharfah Nur Farah Syed Burhanudin	ADP permit approved	Pending for the payment	payment pending	pendingpayment	pass	11-07-2019, 12:17 pm
	exam passed	driver pass the exam	approval airside pending	inprogress	Exam passed	11-07-2019, 11:59 am
Super Admin	Documents verified	Briefing confirmed. Please ensure the driver attend the briefing session	airside briefing pending	inprogress	set!	11-07-2019, 11:48 am
Super Admin	Admin change exam date	Driver need to prepare for new examination date	docs checking pending	pending	-	11-07-2019, 11:48 am
Ahmad Aqran	PIC submitted ADP application	Admin Licensing will validate the submitted documents	docs checking pending	pending	-	09-07-2019, 11:11 am

Back


PIC Detail

Name	Ahmad Ameer	Mobile Phone	78538672	Office Phone	923776345	Email	calista23@gmail.com
------	-------------	--------------	----------	--------------	-----------	-------	---------------------

Your Action : Generate & print out Airside Driving Permit.

☐ I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this application form are genuine. ★

Submit



  
 THETA TECHNOLOGIES SDN BHD

[Date]

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## Paparan 5: Permohonan Permit Yang Telah Lengkap

DIASS



Sharfah Nur Farah Syed

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Permit Detail

Airside Driving Permit (Renew)

Status: completed

Serial No: ADP000007

Exam Date: 11-07-2019

Location: KLIA

Session:

Driver Information

Permit Information

Competency Test

Application Timeline

Driver

Name

JAMIL BIN BIDIN

Contact No

0198734523

Display Name

JAMIL BIN BIDIN

Change

Email

jamil99@abc.com

IC/Passport

998212830274 - [IC/Passport copy not found]

License No

7647124

Driving License Country

MALAYSIA

License Class

D

License Expiry Date

02-07-2027

Others

Previous Permit Serial No:

ADP00007

ADP Category:

B1

Change

Vehicle Class:

☒ 1, ☐ 2, ☐ 3, ☐ 4, ☐ 5

Change

Supporting Documents

File Name	Document Name
avp-apply-success.png	Driving License (JPJ/International)
avp-apply-success1.png	KLIA/KLIA2 Airport Pass
avp-apply-success2.png	Supporting letter from employer
avp-apply-success3.png	Special Equipment support documents
avp-apply-success4.png	Working Permit (Foreigner)

Training

Trainer Name:

-

Training Date:

NA

Documents:

NA

Enforcement History

Permits

Show 10 entries

Search:

#	Date Submit	Submit By	Period of Suspension	ADP No	Remark	Offence List
No data available in table						
#	Date Submit	Submit By	Period of Suspension	Permit No	Remark	Offence List
Showing 0 to 0 of 0 entries						


Previous

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PIC Detail

Name	Ahmad Ameer	Mobile Phone	78538672	Office Phone	923776345	Email	calista23@gmail.com
------	-------------	--------------	----------	--------------	-----------	-------	---------------------


  
 THETA TECHNOLOGIES SDN BHD

[Date]

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