



PETRONAS

Frequently Asked Questions (FAQs)

PETRONAS License and Registration

(Effective May 2026)

Contents

1. [Standardised Work and Equipment Categories \(SWEC\)](#)
2. [Audited Financial Statement \(AFS\)](#)
3. [Bumiputera Requirement](#)
4. [License or Registration](#)
5. [Payment and Fees](#)
6. [Renewal and Cancellation Application](#)
7. [Support and Enquiries](#)

1. Standardised Work and Equipment Categories (SWEC) (1 of 2)

1.1 Can I submit multiple new SWEC applications concurrently?

Yes, provided the company's status in the PLMS is "Active".

1.2 Can I submit a request for a new SWEC creation?

Request for a new SWEC creation is not available for vendor submission as SWEC is internally governed. Vendors are advised to select from the existing SWEC list.

1.3 Is it possible to apply for a partial scope of SWEC and request a waiver from complying with the SWEC MTR?

No, vendors shall comply with the full scope of SWEC. Their application will be returned in the event of "Non-Compliance" to any one of the requirements stated in the MTR.

1.4 Why has my SWEC status change from "Active" to "Non-Compliance" when I have not submitted any applications?

A vendor's SWEC status may change to "Non-Compliance" if changes are made to the Principal List, Key Personnel List, and/or Document List. A vendor is required to submit an updated SWEC application reflecting the changes to reactivate the SWEC.

1.5 Can I apply for a SWEC with "Frozen" remarks?

No, it is not open for application.

1.6 How can I add more SWEC?

Vendors can add more SWEC by submitting new SWEC application. However, vendors are advised to focus on its core competencies and adjacencies for business growth and avoid turning into a "SWEC collector".

1.7 Can a Director and/or Shareholder hold positions in multiple companies under the same SWEC?

No. The same Director and/or Shareholder cannot hold roles in more than one licensed or registered company under the same SWEC.

1.8 Must the key personnel be a permanent staff of the company?

Not necessarily, unless stated in the SWEC MTR.

1.9 Why can't I find a particular SWEC that existed previously in the SWEC list?

PETRONAS continuously enhances effectiveness of the SWEC to support evolving business needs. This includes periodic reviews of the SWEC structure and improvement to the SWEC MTR. Vendors are therefore advised to always refer to the latest SWEC list accessible at the [PETRONAS Global website](#).

1.10 My company is unable to remain licensed/registered in a particular SWEC arising from an enhancement exercise that resulted in the MTR revision or SWEC deletion. Will there be any considerations for an exception or option to revert to the original state?

No. All vendors are required to comply with the latest SWEC list and MTR. However, prior notice and/or Special Condition will be imposed prior to or ahead of the changes.

1. Standardised Work and Equipment Categories (SWEC) (2 of 2)

- 1.11 Can expired External Bodies certificates (e.g. Construction Industry Development Board (CIDB), Quality Management System (QMS), etc.) be used when submitting an application?**
No. All certificates must be valid at the point of submission and throughout the License or Registration validity period.
- 1.12 My company has key personnel (e.g. specialist, engineer, technical manager etc.) with no academic qualification/degree but possess more than 10 years experience in the scope of work. Will PETRONAS consider the proposal?**
No, vendors must comply with the MTR specified for the relevant SWEC.
- 1.13 What does “coverage location for exclusive agency appointment letter” mean?**
An exclusive agency appointment letter must cover the oil and gas industry in Malaysia and shall state clearly the coverage location, i.e. East Malaysia, West Malaysia, Southeast Asia, etc. The coverage of the appointment shall not be limited to specific entities, sectors, projects etc.

2. Audited Financial Statement (AFS)

- 2.1 When should I update my company’s AFS?**
AFS must be submitted in the PLMS on an annual basis, within eight (8) months of the Company’s latest Financial Year End. Please refer to the example scenarios below illustrating the AFS submission timeline.

| Financial Year End (FYE) | Expiry Date of Lodgement to SSM | Expiry Date of submission to PLMS |
|--------------------------|---------------------------------|-----------------------------------|
| 31 August 2025 | 31 March 2026 | 30 April 2026 |
| 31 December 2025 | 30 July 2026 | 31 August 2026 |

Failure to submit prior to the expiry date may result in vendor’s status become “Non-Compliance”.

- 2.2 Can I request for an extension if my latest AFS is not completed on time?**
Vendors are required to obtain an Extension of Time (EOT) from SSM and email the approved EOT to lrs_enquiries@petronas.com.my.
- 2.3 Can I submit the latest AFS with a negative net worth?**
No. Only vendors with a positive net worth are eligible to apply.
- 2.4 Can I submit a qualified audit report in my AFS?**
No. Vendors are required to submit an unqualified audit report.

3. Bumiputera Requirement

3.1 In which areas must the 51% Bumiputera composition be met?

Vendors are required to have 51% Bumiputera composition at all levels, including equity, board of directors, management and workforce.

3.2 Is the 51% Bumiputera requirement applicable to a Public Listed Company (PLC)?

Vendors can refer to the PETRONAS License and Registration General Guidelines (Section SWEC), which outlines the applicable Bumiputera equity composition for PLCs.

3.3 Where can I obtain information on Bumiputera requirement when applying for SWECs?

Vendors are advised to refer to the latest SWEC List and SWEC Minimum Technical Requirements (MTR), accessible at the [PETRONAS Global website](#).

4. License or Registration

4.1 What is the difference between License and Registration?

A License is required for vendors that intend to provide products and/or services to the Upstream and/or Downstream sector of the oil and gas industry in Malaysia. Registration is for vendors that intend to supply products and/or services to the Downstream sector within the PETRONAS Group of Companies.

4.2 If I have renewed my Registration and subsequently upgraded from Registration to License, will my Registration remain valid after the License is approved?

Upon approval of an upgrade from Registration to License, the Registration status will be automatically changed to License. The license is valid for three (3) years starting from the first approved SWEC.

4.3 How can I track the status of my License or Registration application?

Email notification will be sent to inform the company of the submission, return or approval. Vendors may also track the application status through the progress bar in the PLMS.

4.4 How long does it take to process an application, i.e. company and SWEC application?

The average application processing time is 10 working days, subject to complete and accurate submission.

5. Payment and Fees (1 of 2)

5.1 What mode of payments are available for me to pay the license fee?

License fee can be paid via Online Banking (FPX) and Telegraphic Transfer (TT).

5.2 What is the timeline for license fee payment?

License fee payment must be made within one (1) month from the date of the email notification. Failure to make payment within this period will result in the application being automatically rejected.

5. Payment and Fees (2 of 2)

5.3 How much is the license fee for upgrading from Registration to License ?

License fees are determined based on the Company's paid-up capital, as follows:

| Amount paid-up capital | Fees |
|---------------------------|---------|
| RM100,000 – RM1,000,000 | RM250 |
| RM1,000,001 – RM5,000,000 | RM500 |
| Above RM5,000,000 | RM1,000 |

5.4 Will I receive an official receipt after making a payment?

Yes. Payment receipt is available in the PLMS.

6. Renewal and Cancellation Application

6.1 Can I submit a manual application (i.e. renewal or cancellation) to PETRONAS?

No. Manual submission is no longer acceptable.

6.2 When can I submit a renewal application?

Renewal application may be submitted four (4) months prior to the License or Registration expiry date.

6.3 Will I receive a notification after submitting a request to cancel my License or Registration?

Yes, an email notification will be sent to the vendor once a cancellation request is submitted via the PLMS and approved by PETRONAS.

6.4 How long does it take to process an application for Cancellation of SWEC/License/Registration?

The average application processing time is 10 working days, subject to complete and accurate submission.

6.5 What are the required documents for the Cancellation of SWEC/Company?

Vendors must submit a letter signed by the majority shareholder and Top Management specifying the following:

- Reason of cancellation.
- Confirmation that there is no on-going tenders and/or contracts.

7. Support and Enquiries

7.1 Can I request for a face-to-face meeting with PETRONAS License and Registration to discuss on a particular topic?

Yes. Vendor can request for a face-to-face meeting.

7.2 If I have further enquiries, how can I contact PETRONAS for assistance?

Vendor can email lrs_enquiries@petronas.com.my or call the PETRONAS Contact Centre at 1-800-88-0011 (Monday - Friday: 8.00am - 5.00pm).