


SMART Control Centre welcoming visitors from a different sectors, organizations, institutions of higher education, corporate bodies within and outside the country. However, to facilitate the application of a business trip to the SMART Control Centre, the following regulation should be considered prior to application to be made;

- i) Visit to SMART Control Centre will be held on **every Wednesday** (except Public Holidays).
- ii) For group visits, there **shouldn't be more than 30 participants** at a time.
- iii) If there is any overlap; the new date will be advice on first come first serve basis.
- iv) Each application should be made by writing an **official letter** to the **Director of Corporate, Headquarters of DID Malaysia** and shall be delivered / faxed at least **14 working days earlier** from the visiting day. Failure to comply should not deserve to be entertained.
- v) For all visitors, application for visitation must be submitted together with the [KPKK11 form.](#) 

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