

## Business Reporting (BR) Portal

### **What?**

- An online portal developed to streamline and centralize business data collection from various government agencies.
- Accessible to appointed focal points in Government agencies for research and development of entrepreneurs and growth of other sectors in the economy

### **Benefits to companies:**

- Reporting of business data to one portal only.
- Access and Update company's business data any time.
- To monitor growth of company and provide business related assistance to company.

### **How to access?**

1. Go to link: <http://www.business.gov.bn> and select the **Business Reporting Icon**.
2. For **Private Limited Company (Sendirian Berhad)**;  
\*Note: Owners or Directors must have an activated e-Darussalam account to access the Business Reporting Portal.

#### Steps:

- i. Key-in **Company Registration Number** in the box provided;  
Please input as RCxxxxxxxx (8 digits).  
E.g. Registration of Company Certificate number is AGO/RC/1234, then input RC00001234.  
\*Please contact the respective government agency which have instructed you to report to the BR portal if RC Number is not accepted.

Click '**Search**' button.

- ii. Message will appear “*Your registration number exists in our system*”.
- iii. Click “**Proceed to Business Reporting**” to access the log-in page.
- iv. Directed to **e-Darussalam log-in page**.  
\*Note: Only Owners or Directors of company are able to access during the initial access to the BR. Please ensure e-Darussalam account is activated.
- v. Once Signed-in, users will be able to see a list of available ROC linked to their IC number.

Please select those companies you would require to ‘**Update**’.

3. For ***Sole Proprietor/Partnership***, please register using the **Business Reporting Online Registration Form**.

Steps:

- i. Select the ‘**Online Business Reporting Registration Form**’ to register your company.
- ii. Please select the ‘**Online Business Reporting Owner Registration Form**’, to add-in additional Owners.

\*Note:

A maximum of 5 working days is required for your company’s registration to be verified.

Users will receive an email notification and a ROBN number once verified.

Users will be able to access the BR to fill-in their data only during the next 3 working days.

- iii. Key-in the given ROBN number (as provided in the email notification).
- iv. Click **“Proceed to Business Reporting”** to access the log-in page.
- vi. Directed to **e-Darussalam log-in page**.  
\*Note: Only Owners or Directors of company are able to access during the initial access to the BR. Please ensure e-Darussalam account is activated.
- vii. Once Signed-in, users will be able to see a list of available ROC linked to their IC number.

Please select those companies you would require to **‘Update’**.

### ***Can owners appoint additional users to access the BR portal?***

Yes, please go to Section 1, and select the *“Assigned Authorized Personnel for Reporting”* button. Users will only need to fill-in the additional user’s IC number and their name. However, the additional user will need to have an activated e-Darussalam account of their own to access the BR portal.

### ***How to report data in the business reporting portal?***

- i. There are seven (7) Sections in the BR portal.
- ii. Companies are required to report data from Section 2 to Section 7.
- iii. Section 1 is extracted from the Registrar of Company, Ministry of Finance. Users are required to amend the details of Shareholders / Owners / Directors at the Registrar of Companies and Business Names (ROCBN), Ministry of Finance, as reflected in Section 1.

- iv. Data reported is from **January 2017 to date only**.
- v. Monetary value is in **Brunei Dollars only**.

***How frequent should companies report their data?***

Frequency of data reporting will differ from the requirements from each of the Government Agencies. Companies are advised to refer to their respective Government Regulators for the Sectors as the Service or Supplies provider.

**For further info, please contact:-**

**Business Helpdesk  
DARe (Darussalam Enterprise)  
D&T Building, Simpang 32-37  
Anggerek Desa Technology Park  
Jalan Berakas BB3713  
Bandar Seri Begawan  
Negara Brunei Darussalam**

**Email: [dare@ei.gov.bn](mailto:dare@ei.gov.bn)**

**Hotline: 836 3442**