



LEMBAGA PELABUHAN KELANG

PORT KLANG AUTHORITY GENERAL MANAGER'S CIRCULAR NO.12/2021(JGM) NOTICE TO SHIPOWNERS, SHIPPING AGENTS, SHIPMASTERS, ANCILARRY SERVICES AND PORT USERS

<h4>ADDITIONAL MEASURES TO PREVENT NEW VARIANT OF COVID 19 FROM INDIA</h4>
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1. This circular is an addition to the General Manager's Circular 08/2021 (JGM) dated 27 April 2021 regarding the latest directive from the National Security Council (NSC) on the transmission of new variants of COVID-19 from India during the arrival and operation of ships in Malaysian ports and Shipping Notice Malaysia MSN 01/2021 is also related. This circular also replaces the General Manager's Circular 10/2021 (JGM) dated 21st May 2021
2. Port Klang Authority together with the Malaysian Marine Department (JLM) and the Ministry of Health Malaysia have reviewed the existing Standard Operating Procedure to provide more effective protection to **port workers and crews onboard ship arriving from India except Part C which applies to all ships.**
3. Among the aspects reviewed are the interaction between the ship's crew and port workers during cargo operations and other activities on board and the use of Personal Protective Equipment (PPE) for which improvements are made as follows:

A. Port workers / shore personnel

- i. All cargo operations shall be conducted by port stevedores and lashing workers only without any involvement or interaction with the ship's crew;
- ii. Port workers are not allowed to enter the crew accommodation area
- iii. To avoid interaction between port workers and ship crew onboard ship, deck access on the sea side is for the use of ship's crew while deck access on the wharf side is for the use of port workers;

- iv. Port stevedore and lashing workers shall use face masks and hand gloves while on board and used face masks and gloves must be disposed in special containers;
- v. All port stevedores and lashing workers must be disinfected when disembarking from the ship before being allowed to return to the terminal;
- vi. As far as possible, port workers, shipping agents, boarding officers, surveyors, technicians and other members who deal with the ship are encouraged to use video conferencing;
- vii. Shipping agents, boarding officers, surveyors, technicians and other personnel are not allowed to board a ship that has a travel history from India within the preceeding fourteen (14) days;
- viii. Any exchange of documentation and deliveries of ships spares etc, shall be done at a designated place on the wharf without any interaction with the ship's crew and is mandatory to use face shield, face mask, gloves and apron (full PPE);
- ix. Shipping agents, boarding officers, surveyors, technicians and other personnel may be allowed to board the ship after incubation period of fourteen (14) days after obtaining approval from LPK, Marine Department and Port Health not less than 24 hours before boarding the ship and are required to undergo PCR/ RTK test not more than 7 days before boarding and shall use face shield, face mask, gloves and apron (full PPE) while interacting with the ship's crew;
- x. Port Terminal Operator employees are only allowed to interact with the ship if necessary after the completion of fourteen (14) days incubation period and is mandatory to use face shield, face mask, gloves and apron (full PPE);
- xi. Port Terminal Operator employees who deal/ interact with the ship's crew after fourteen (14) days incubation period are exempted from undergoing PCR/RTK test;
- xii. Only one (1) technician, not more than two (2) surveyors and one (1) shipping agent are allowed to board the ship at any one time after completion of fourteen (14) days incubation period;

- xiii. Port Stevedores, lashing companies and other service providers such as provision, drinking water (fresh water), spare parts, bunkering, etc must provide adequate PPE equipment for their employees as well as monitor and ensure no interaction with ship crews;
- xiv. The port terminal operator shall continuously supervise and monitor the cargo operation on board and ensure that all parties comply with the prescribed instructions;
- xv. The telephone number of the ship's Chief Officer shall be notified to the terminal operator and vice versa to facilitate communication between the ship and the terminal;
- xvi. Technical work on board involving shore technical personnel is not allowed except in emergency cases with approval from Port Authority, Marine Department and Port Health and mandatory to use face shield, face mask, gloves and apron (full PPE);

B. Ship and crew

- i. The Master must ensure that preparations are made by the crew before commencement of cargo operations such as rigging of gangway and opening of cargo holds, including disinfecting gangway and crane/derrick operator cabin (control panel). Such work shall be carried out by the ship's crew using face mask and gloves before the stevedores and lashing port workers board the ship. Sanitation work at the gangway and crane/derrick operator cabin (control panel) must be carried out by the ship's crew during each change of shift.
- ii. To avoid interaction between port workers and ship crew onboard ship, deck access on the sea side is for the use of ship's crew while deck access on the wharf side is for the use of port workers;;
- iii. The crew members are prohibited from leaving the crew accommodation except when on duty for the purpose of checking the mooring lines, rat guards and performing other safety related duties and shall use face mask and gloves without any interaction with port workers. A crew member who is required to go down to the wharf to check the ship's draft shall use full PPE.
- iv. Ship's crew interacting with port workers/ shore personnel shall use face shields, face masks, gloves and aprons (full PPE).

C. Ship operation at anchorage within port limit involving port workers/shore personnel (for all ships)

- i. Employees of companies that supply stores, provisions, drinking water and bunkers shall use face masks and hand gloves and are not allowed to board the ship or interact with the ship's crew;
 - ii. Port workers such as bunker surveyors are not allowed to board a ship that has a travel history from India within the preceding fourteen (14) day;
 - iii. Port workers (shore personnel) such as bunker surveyors are allowed to board after expiration of the fourteen (14) days incubation period and shall comply with the following conditions;
 - a) Obtain approval from, LPK, Marine Department and Port Health not less than 24 hours before boarding the ship,
 - b) Undergo PCR/RTK test not more than seven (7) days before boarding the ship,
 - c) Only one (1) surveyor is allowed to board the ship and shall use face shield, face mask, gloves and apron (full PPE).
 - d) Ship's crew interacting with surveyors shall use face shield, face mask, gloves and apron (full PPE).
 - e) Technical work on board involving shore technical staff is not permitted except in emergency cases only with approval from LPK, Marine Department and Port Health and shall use face shield, face mask, gloves and apron (full PPE);
4. Ships calling Port Klang without cargo operation are not allowed to carry out On hire/off hire+survey

Thank you.

General Manager
Lembaga Pelabuhan Kelang