

LEMBAGA PELABUHAN KELANG

NOTIS KS/LPK/01/2022

NOTICE TO SHIPOWNERS, SHIPPING AGENTS, SHIPMASTERS, PORT PILOTS AND PORT COMMUNITY

NOTIS KEPADA PEMILIK KAPAL, EJEN PERKAPALAN, NAKHODA VESEL, MALIM PELABUHAN DAN KOMUNITI PELABUHAN

PROSEDUR OPERASI STANDARD (SOP) – KEBENARAN UNTUK ‘SHORE LEAVE’ DI PELABUHAN KELANG

STANDARD OPERATING PROCEDURES (SOP) - PERMISSION FOR SHORE LEAVE IN PORT KLANG

With effect from **1st April 2022**, crew from ships calling at Port Klang (Northport, Southpoint and Westports Terminals only) shall be granted shore leave subject to following conditions: -

1. Ship is at berth for cargo operations;
2. The agent shall submit an application for the crew who wish to apply for shore leave for the consideration of the Immigration Department and Port Health together with the following information prior to ship's arrival at berth: -
 - a) Copy of Seaman Book and Passport
 - b) Crew List
 - c) Vaccination information;
 - d) Mobile phone (smart phone) complete with MySejahtera application.
3. The crew has received two (2) doses of vaccine with no symptom;
4. Crew shall undergo Covid-19 PCR or RTK test and will be allowed shore leave if the result is negative;
5. Download, register, and activate the Mysejahtera applications including Covid-19 vaccination certificate verification on the mobile phone;
6. Complete the declaration form in Mysejahtera;
7. Upload Covid-19 test result in Mysejahtera;

Bermula **1 April 2022**, anak-anak kapal dari kapal-kapal yang singgah di Pelabuhan Klang (Terminal Northport, Southpoint and Westports sahaja) diberi kebenaran “*shore leave*” tertakluk kepada syarat-syarat berikut:-

1. Kapal berada di dermaga untuk menjalankan operasi kargo;
2. Pihak agen hendaklah mengemukakan permohonan anak-anak kapal yang ingin memohon “*shore leave*” untuk kelulusan Jabatan Imigresen dan Port Health bersama maklumat berikut sebelum ketibaan kapal di dermaga;
 - a) Salinan Kad Pelaut dan passport
 - b) Senarai anak kapal
 - c) Maklumat vaksinasi
 - d) Telefon mudah alih lengkap dengan applikasi Mysejahtera
3. Anak kapal telah mendapat dua (2) dos vaksin dan tidak bergejala.
4. Anak kapal perlu menjalani ujian Covid-19 PCR atau RTK dan akan dibenarkan ‘shore leave’ sekiranya keputusan adalah negatif;
5. Muat turun, daftar dan aktifkan applikasi Mysejahtera termasuk verifikasi sijil vaksinasi Covid-19 di telefon bimbit;
6. Lengkapkan borang deklarasi di dalam Mysejahtera;
7. Muat naik keputusan ujian Covid-19 di dalam Mysejahtera;
8. Syarikat FTCO Consultancy Sdn Bhd dilantik untuk menjalankan ujian Covid-19 di Westports manakala Garuda Metropolitan Sdn Bhd di Northport dan Southpoint;

8. FTCO Consultancy Sdn Bhd has been appointed to conduct the Covid-19 test at Westports while Garuda Metropolitan Sdn Bhd at Northport and Southpoint respectively;
 9. Contact information:-
 - a) FTCO Consultancy Sdn Bhd
Mr. V-Lest: 017-6349438
Ms. Lily Lee: 017-6349 458
 - b) Garuda Metropolitan Sdn Bhd
Mr. Shahrul Nazrin:
011-2345 6896
 10. The crew shall undergo a Covid-19 swab test on board by PCR or RTK method and samples will be sent to a designated test facility in the port area;
 11. The crew with negative result is allowed to disembark from the ship for shore leave which shall be confined to an area within a radius of 40 KM from the port terminal for a period not exceeding 8 hours only and shall return to the ship before the ship's departure;
 12. The agent shall provide roundtrip transportation for the crew and monitor their movements;
 13. Crew who is granted shore leave is not required to undergo a second swab test before reboarding the ship.
9. Maklumat pegawai untuk dihubungi:-
 - a) FTCO Consultancy Sdn Bhd
En. V-Lest: 017-6349 438
Cik. Lily Lee: 017-6349 458
 - b) Garuda Metropolitan Sdn Bhd
En. Shahrul Nazrin: 011-2345 6896
 10. Anak kapal akan menjalankan Covid -19 'swab test' di atas kapal dengan kaedah PCR atau RTK dan sampel akan dihantar ke fasiliti ujian yang ditetapkan di kawasan pelabuhan.
 11. Anak kapal yang mendapat keputusan negatif dibenarkan turun dari kapal dan hendaklah berada dalam lingkungan 40 KM dari terminal pelabuhan untuk tempoh tidak melebihi 8 jam sahaja dan perlu kembali ke kapal sebelum kapal berlayar.
 12. Agen perlu menyediakan pengangkutan pergi dan balik serta memantau pergerakan anak kapal.
 13. Anak kapal yang dibenarkan turun, tidak perlu menjalani ujian semula sebelum menaiki kapal.

Pengurus Besar
Lembaga Pelabuhan Kelang
1 April 2022

General Manager
Port Klang Authority
1st April 2022