



NOTIS PERKAPALAN MALAYSIA
MALYSIAN SHIPPING NOTICE

MSN 02/ 2020

JABATAN LAUT MALAYSIA

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COVID-19: ARAHAN UNTUK PENGURUS KAPAL DAN PELAUT

COVID-19: INSTRUCTIONS FOR SHIP MANAGERS AND SEAFARERS

Notis kepada pemilik kapal, agen perkapalan, Nakhoda, pelaut, pengusaha pelabuhan, Badan Yang Diiktiraf dan industri maritim.

Notice to ship owners, ship agents, Masters, seafarers, port operators, Recognized Organization and the maritime industry.

1. COVID-19 (Wabak Corona) boleh membawa kepada penyakit pernafasan dan radang paru-paru. Wabak yang telah melanda sekurang-kurangnya 122 buah negara dan membunuh lebih daripada 6,000 orang kini secara rasmi diisytiharkan sebagai sebuah pandemik oleh Pertubuhan Kesihatan Sedunia (WHO) pada 11 Mac 2020.

2. Arahan ini mestilah dilaksanakan oleh semua pengurus kapal, operator kapal, pemilik kapal (selepas ini kesemuanya ditulis sebagai 'Syarikat'), pelaut di atas kapal bendera Malaysia, serta kapal asing di dalam perairan Malaysia.

3. WHO telah mengisytiharkan wabak Kecemasan Kesihatan Awam Darat Antarabangsa di bawah Peraturanan Kesihatan Antarabangsa WHO (IHR).

4. Persatuan Perkapalan Antarabangsa (ICS) dan Pertubuhan Maritim Antarabangsa (IMO) telah mengedarkan garis panduan dalam perkara ini.

5. Jabatan Laut Malaysia menyeru komuniti perkapalan agar langkah berjaga-jaga harus diambil seperti mana **ANNEX I**.

1. COVID-19 (Corona Virus) can lead to fatal respiratory disease and pneumonia. The viral disease that has swept into at least 122 countries and killed more than 6,000 people is now officially a pandemic as per World Health Organization (WHO) declaration on 11 March 2020.

2. This instruction should be implemented by all ship managers, ship operators, ship owners (later all will be spelled out as 'Company'), seafarers on-board Malaysia flagged vessels and foreign ships in Malaysia water.

3. The WHO has declared the outbreak a Public Health Emergency of International Concern under the WHO International Health Regulations (IHR).

4. The International Chamber of Shipping (ICS) and the International Maritime Organization (IMO) have circulated guidelines on this matter.

5. Marine Department Malaysia urges the shipping community that proper precautionary actions should be taken as stated in **ANNEX I**.

6. Semua Syarikat dan Nakhoda kapal bendera Malaysia, serta Syarikat dan Nakhoda kapal bendera asing yang memasuki mana-mana pelabuhan Malaysia, hendaklah mematuhi arahan-arahan melalui Pekeliling Pelabuhan, Agensi Kerajaan Persekutuan Malaysia dan Agensi Kerajaan Negeri pada setiap masa.

7. Rujuk **ANNEX II** bagi Arahan Jabatan Laut Malaysia yang lebih lanjut.

8. Butiran yang boleh dirujuk untuk dijadikan panduan yang lebih meluas adalah seperti di **ANNEX III**.

Keterpakaian arahan ini berkuatkuasa 18 Mac 2020 dan tertakluk atas perubahan yang akan dimaklumkan dari semasa ke semasa.

**KETUA PENGARAH LAUT
18 MAC 2020**

6. All Companies and Master of Malaysia flagged vessels, together with all Companies and Master of any foreign flagged vessels entering at any Malaysia ports, shall comply Port Circulars, Malaysia Federal Government Agencies and State Government Agencies instructions at all time.

*7. Refer **ANNEX II** for Marine Department Malaysia further instructions.*

*8. Details that should be referred for more extensive guidelines are stipulated in **ANNEX III**.*

9. This instruction is applicable on 18 March 2020 onwards, subject to any changes which will be informed later.

**DIRECTOR GENERAL OF MARINE
18 MARCH 2020**

ANNEX II

COVID-19: MARINE DEPARTMENT MALAYSIA FURTHER INSTRUCTIONS
COVID-19: ARAHAN LANJUT JABATAN LAUT MALAYSIA

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| <p>1. Semua kapal persiaran TIDAK DIBENARKAN memasuki mana-mana pelabuhan di Malaysia.</p> <p>2. Semua kapal bendera China, Italy, Korea Selatan, Iran, and Jepun, atau mana-mana kapal yang dalam masa 14 hari dari tarikh mereka tiba di perairan Malaysia pernah memasuki pelabuhan di negara-negara tersebut, TIDAK DIBENARKAN memasuki mana-mana pelabuhan di Malaysia.</p> <p>3. Pelaut asing TIDAK DIBENARKAN sign-off dan mendarat, di mana-mana pelabuhan dan perairan di Malaysia.</p> <p>4. Semua pelaut TIDAK DIBENARKAN sign-on, di mana-mana pelabuhan dan perairan di Malaysia.</p> <p>5. Hanya pelaut berwarganegara Malaysia sahaja, disyaki menghadapi gejala COVID-19 yang ketara, daripada kapal bendera Malaysia, yang DIBENARKAN sign-off dan turun di PELABUHAN YANG DIBENARKAN. Sign-off mesti dilakukan secara atas talian merujuk kepada Pejabat Laut terhampir.</p> <p>6. Pelaut mestilah menjalankan pemeriksaan saringan ketat di atas kapal/kawasan pelabuhan tersebut oleh Pemeriksa Kesihatan Pelabuhan dan tertakluk atas segala arahan yang diberikan oleh Pemeriksa Kesihatan Pelabuhan.</p> <p>7. Semua pelaut berwarganegara asing:</p> <p>a) Yang masih berkhidmat di atas kapal Malaysia tetapi tidak memiliki sebarang gejala ketara COVID-19, bukan suspek COVID-19, tidak pernah mendarat ke China, Italy, Korea Selatan, Iran, atau Jepun dalam tempoh 14 hari, pelaut masih</p> | <p>1. <i>All cruise ships are PROHIBITED from entering any ports in Malaysia.</i></p> <p>2. <i>All China, Italy, South Korea, Iran, and Japan flagged vessels, or any vessels that had entered any ports in those countries in the last 14 days from their arrival to Malaysia water, are PROHIBITED to enter any ports in Malaysia.</i></p> <p>3. <i>Foreign seafarers are NOT ALLOWED to sign-off or going ashore, in any Malaysia ports and water.</i></p> <p>4. <i>All seafarers are NOT ALLOWED to sign-on, in any Malaysia ports and water.</i></p> <p>5. <i>Only Malaysian seafarers, constantly developed COVID-19 symptoms, from Malaysia flagged vessels are ALLOWED to sign-off and disembark at the DESIGNATED PORT. Online sign-off must be done at the nearest Port Office.</i></p> <p>6. <i>Seafarers must carry out thorough pre-screening test by the Port Health Inspector at ship/port area, and subject to any instructions provided by the Port Health Officer.</i></p> <p>7. <i>All foreign seafarers:</i></p> <p>a) <i>Who are currently serving on board of Malaysia flagged vessels and not having any explicit COVID-19 symptoms, not a COVID-19 suspect, have not going ashore at China, Italy, South Korea, Iran, or Japan within 14 days, are ALLOWED to continue their</i></p> |
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- DIBOLEHKAN** kekal berkhidmat seperti biasa di atas kapal Malaysia;
- normal service on board Malaysia flagged vessel;*
- b) **TIDAK DIBENARKAN** menukar kapal di dalam pelabuhan mahupun di kawasan perairan Malaysia;
- b) **PROHIBITED** to change vessel in any Malaysia ports and water.;
- c) Yang memiliki gejala ketara COVID-19, suspek COVID-19, atau pernah mendarat di mana-mana pelabuhan di China, Italy, Korea Selatan, Iran, and Jepun dalam tempoh 14 hari, pelaut mestilah dikuarantin dan pengasingan dengan ketat di atas kapal sejajar dengan langkah-langkah yang dinyatakan pada dokumen ANNEX I, NPM 05/2020.
- c) *Those who already possessed COVID-19 explicit symptoms, a COVID-19 suspect, or have been going ashore at China, Italy, South Korea, Iran, or Japan within 14 days, **MUST UNDERGO** proper health screening and isolation on board as mentioned in ANNEX I, MSN 05/2020.*
8. Semua pelaut berwarganegara Malaysia:
8. *All seafarers of Malaysian nationality:*
- a) Yang masih berkhidmat di atas kapal Malaysia tetapi tidak memiliki sebarang gejala COVID-19, atau bukan suspek COVID-19, atau tidak pernah mendarat ke mana-mana pelabuhan di Itali, Korea Selatan, Jepun, China, dan Iran dalam tempoh 14 hari, pelaut masih dibolehkan kekal berkhidmat di atas kapal.
- a) *Who are serving on board Malaysia flagged vessels but not having any COVID-19 symptoms, not a COVID-19 suspect, have not going ashore at China, Italy, South Korea, Iran, or Japan within 14, can continue their service on board;*
- b) Yang memiliki gejala ketara COVID-19, suspek COVID-19, atau pernah mendarat di mana-mana pelabuhan di Itali, Korea Selatan, Jepun, China, dan Iran dalam tempoh 14 hari, pelaut **MESTILAH** menjalankan pemeriksaan saringan terperinci dan pengasingan **HANYA** melalui **PELABUHAN YANG DIBENARKAN**, dan ditamatkan kontrak perkhidmatan SEA.
- b) *Who are having explicit COVID-19 symptoms, or determined as COVID-19 suspects, or have been going ashore at China, Italy, South Korea, Iran, or Japan within 14 days, **MUST UNDERGO** further health screening and isolation **ONLY** at the **DESIGNATED PORT**, and their contract of SEA shall be terminated.*
9. **PELABUHAN YANG DIBENARKAN** ialah Pelabuhan Antarabangsa Kuala Linggi, Melaka.
9. **DESIGNATED PORT** is the International Port of Kuala Linggi, Melaka.

10. Annex ini dikemaskini pada 18 Mac 2020, dan mestilah dibaca seiring dengan MSN 02/2020.

10. *This Annex is updated on 18 March 2020, and shall be read alongside MSN 02/2020.*

ANNEX III

GARIS PANDUAN EKSTENSIF
EXTENSIVE GUIDELINES

1. Guidelines, Instructions and Recent Information of COVID-19 in Malaysia – by Ministry of Health.
<http://www.moh.gov.my/index.php/pages/view/2019-ncov-wuhan>
2. Operational Considerations for Managing COVID-19 Cases and Outbreaks On Board Ships (Interim Guidance) – by World Health Organizations.
<https://apps.who.int/iris/rest/bitstreams/1270159/retrieve>
3. COVID-19: Guidance for Ship Operators for the Protection of the Health of Seafarers – by International Chamber of Shipping.
[https://www.ics-shipping.org/docs/default-source/resources/coronavirus-\(covid-19\)-guidance-for-ship-operators-for-the-protection-of-the-health-of-seafarers.pdf?sfvrsn=6](https://www.ics-shipping.org/docs/default-source/resources/coronavirus-(covid-19)-guidance-for-ship-operators-for-the-protection-of-the-health-of-seafarers.pdf?sfvrsn=6)
4. COVID-19 Brief Information – by International Maritime Health Association.
<https://www.imha.net/sites/default/files/2020-01/20200126%20CORONA%20advice%20shipping%20comp.pdf>
5. Circular Letter No. 4203/Add.1 – by International Maritime Organization.
<http://www.imo.org/en/MediaCentre/HotTopics/Documents/4203%20add%201.pdf>
6. Circular Letter No. 4204/Add.1 – by International Maritime Organization.
<http://www.imo.org/en/MediaCentre/HotTopics/Documents/CL.4204-Add.1%20English.pdf>
7. Latest Update and Tracking of COVID-19 Global Situations - by World Health Organizations.
<https://experience.arcgis.com/experience/685d0ace521648f8a5beeeee1b9125cd>
8. COVID-19 Situation Reports – by World Health Organizations.
<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/situation-reports>

ANNEX I

COVID-19: LANGKAH BERJAGA-JAGA
COVID-19: PRECAUTIONARY ACTIONS

1. Semua nakhoda kapal bendera Malaysia haruslah bekerjasama dengan pihak berkuasa yang berkaitan, mengikut kesesuaian, untuk memastikan bahawa:
 - a) Pelaut boleh dibenarkan melakukan pertukaran anak kapal;
 - b) Penumpang boleh mendarat dan menaiki kapal;
 - c) Cuti pelabuhan (*shore leave*) boleh diteruskan jika selamat berbuat demikian;
 - d) Operasi kargo boleh dilakukan;
 - e) Kapal boleh memasuki dan meninggalkan limbungan untuk pembaikan dan pemeriksaan;
 - f) Makanan dan sebarang bekalan boleh dimuatkan; dan
 - g) Sijil dan dokumentasi khas yang perlu dikeluarkan.

 2. Nakhoda dan Syarikat haruslah memastikan bahawa pelaut bergejala COVID-19 yang berada di atas kapal Malaysia di mana-mana kawasan perairan yang memerlukan pemeriksaan kesihatan kecemasan dan pemeriksaan lanjut berkenaan COVID-19 diberi akses ke kemudahan perubatan terdekat di darat tertakluk atas keperluan pelabuhan/negara pelabuhan.

 3. Semua aspek kebersihan tangan dan penjagaan pernafasan hendaklah diamalkan secara meluas di atas kapal. Bekalan/ peralatan yang paling asas yang seharusnya sentiasa mencukupi di atas kapal adalah seperti berikut:
 - a) Peralatan Perlindungan Diri (PPE);
 - b) Topeng muka;
 - c) Sarung tangan getah;
 - d) Termometer digital;
 - e) Cecair pembasmi kuman;
 - f) Cucian tangan beralkohol;
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1. *Master of Malaysia flagged vessels should co-operate with port State authorities to ensure, where appropriate, that:*
 - a) *Able to sign-on & sign-off of the crew;*
 - b) *Embarkation & disembarkation of passengers;*
 - c) *Shore leave can continue if safe;*
 - d) *Cargo operations can continue;*
 - e) *Ships can enter and depart shipyards for repair and survey;*
 - f) *Stores and supplies can be loaded; and*
 - g) *Necessary certificates and documentation can be issued.*

 2. *Master and the Company must ensure that any COVID-19 symptom's seafarers on board Malaysia flagged vessels in any territorial waters who need immediate medical emergency treatment and further inspection of COVID-19 should be given access to medical facilities on the nearest shore subject to the requirement of the port/port state.*

 3. *All hands and respiratory cleanliness aspect should be practiced extensively on board. The utmost basic supplies/equipment which should be adequately available on board are as follows:*
 - a) *Personal Protective Equipment (PPE);*
 - b) *Face masks;*
 - c) *Latex gloves;*
 - d) *Digital thermometer;*
 - e) *Hand sanitizer & disinfectants;*
 - f) *Rubbing alcohol;*

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| <p>g) Ubat batuk/selsema;
h) Sabun pembersih tangan;
i) Antibiotik.</p> | <p>g) <i>Cough/cold medicine;</i>
h) <i>Hand soap;</i>
i) <i>Antibiotics.</i></p> |
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| <p>4. Penumpang dan pelaut haruslah menerima maklumat lengkap mengikut nasihat WHO untuk pelayaran trafik tempatan mahupun antarabangsa berhubung wabak COVID-19.</p> <p>5. Syarikat dan nakhoda haruslah memastikan Pertimbangan Operasi WHO untuk Mengurus Wabak COVID-19 Pada Kapal-kapal (panduan interim 24 Februari 2020) dan Buku Panduan WHO untuk Pengurusan Peristiwa Kesihatan Awam di Kapal boleh didapati di atas kapal. Kedua-dua dokumen perlu dibaca seiring satu sama lain dan dilaksanakan dengan sewajarnya.</p> <p>6. Syarikat dan Nakhoda harus melaksanakan langkah pencegahan optimum dan melakukan pemeriksaan saringan awal.</p> <p>7. Syarikat harus memberi bimbingan kepada anak kapal mengenali tanda-tanda dan gejala COVID-19, bersama amalan pencegahan yang terbaik. Mereka juga harus menyediakan latihan langkah penjagaan kebersihan kepada anak kapal.</p> <p>8. Mana-mana individu di atas kapal yang mengalami penyakit pernafasan akut (demam dan sekurang-kurangnya satu tanda / gejala penyakit pernafasan (contohnya batuk, selsema, sakit tekak, sesak nafas, demam berterusan) selama 14 hari sebermula gejala-gejala tersebut harus dilaporkan kepada pihak berkuasa berkaitan di pelabuhan seterusnya, Pejabat Kesihatan Daerah terhampir dan Jabatan Laut Malaysia. Mereka haruslah dikuarantin/ diasingkan sepenuhnya di atas kapal sekurang-kurangnya sehingga 14 hari.</p> <p>9. Sebarang sentuhan dan jarak yang rapat antara setiap individu yang berada di atas kapal haruslah dielakkan sama sekali. Nakhoda harus</p> | <p>4. <i>Passengers and seafarers should receive information in accordance with the WHO advice for domestic and international traffic regarding the outbreak of COVID-19.</i></p> <p>5. <i>Master and the Company must ensure the WHO Operational Considerations for Managing COVID-19 Outbreak On Board Ships (interim guidance 24 February 2020) and WHO Handbook for Management of Public Health Events on Board Ships are readily available on board. Both documents should be read alongside one another and implemented accordingly.</i></p> <p>6. <i>The Company and Master should implement optimum preventative measures and pre-boarding screening.</i></p> <p>7. <i>The Company should provide guidance to crew on how to recognise the signs and symptoms of COVID-19, together with the best practices. They should also provide trainings of hygienic measures to their crew on board.</i></p> <p>8. <i>Any individual on board with acute respiratory illness (fever and at least one sign/symptom of respiratory disease (e.g. cough, flu, sore throat, shortness of breath, continuous fever) during the 14 days prior to the onset of the symptoms should be reported to the next port of call related authorities, nearest District Health Office and Marine Department Malaysia. They should be quarantined / isolated on board at least for 14 days.</i></p> <p>9. <i>Any close contact should be avoided as much as possible between each individual on board. Master should ensure strict separation/isolation from those having the COVID-19 symptom,</i></p> |
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- memastikan pemisahan/ pengasingan yang ketat untuk mereka yang mempunyai gejala COVID-19, penyakit pernafasan akut atau suspek.
10. Produk daging, tenusu atau haiwan haruslah diuruskan dengan berhati-hati, untuk mengelakkan pencemaran silang dengan makanan yang mentah, sejajar dengan amalan penyediaan makanan yang baik.
 11. Pasukan/pegawai perubatan di atas kapal perlu menggunakan PPE semasa mengendalikan kes COVID-19; termasuk semasa memberikan bantuan oksigen, antibiotik, dan ubat-ubatan yang berkaitan kepada suspek.
 12. Suspek/pesakit harus memakai topeng muka dan dikuarantin di bilik/kabin yang tertutup. Individu yang masuk ke bilik/kabin kuarantin (termasuk pasukan perubatan) perlu melaksanakan langkah pencegahan yang bersesuaian termasuk memakai topeng muka, mencuci tangan guna sabun dan air suam.
 13. Setiap kapal yang baru tiba ke sesebuah pelabuhan harus patuh kepada arahan pihak berkuasa pelabuhan tersebut sekiranya dikehendaki untuk menjalani ujian saringan dan pemeriksaan. Keputusan ujian saringan dan pemeriksaan perlu dipanjangkan ke mana-mana Pejabat Laut Jabatan Laut Malaysia dalam tempoh masa 24 jam selepas keputusan diterima.
 14. Nakhoda haruslah menemu ramah suspek/pesakit bagi memastikan mereka mengisytihar maklumat seperti lokasi yang telah dilawati sepanjang 14 hari sebelum gejala-gejala yang dialami, dan lain-lain maklumat yang perlu. Setiap kes perlu direkodkan ke dalam buku log perubatan.
 15. Nakhoda perlu mengambil langkah berjaga-jaga jika dibenarkan menurunkan suspek/pesakit seperti mengawal proses pelepasan untuk mengelakkan persentuhan dengan *acute respiratory illness or case suspects.*
 10. *Meat, milk or animal products should always be handled with care, to avoid cross-contamination with uncooked foods, consistent with good food-handling practices.*
 11. *The team/medical personnel on board should use PPE when handling COVID-19 cases; include supportive treatment by providing oxygen, antibiotics, and other related drugs to the suspects.*
 12. *Case suspects/patients should wear face mask and quarantine in closed room/cabin. Anyone who enter the quarantine room/cabin (including the medical team) should take appropriate precautions including wearing face mask, washing their hands with soap and warm water.*
 13. *Any required tests or inspection instructions by the related government authorities at each port must be made compulsorily. The result should be submitted to any Marine Department Malaysia Port Offices within 24 hours after test-result is received.*
 14. *Master should conduct interview with the case suspects/patients to ensure they disclose their information such as last places they have visited within the last 14 days prior to the onset of symptoms, and other necessities information. Each case needs to be recorded in the medical log book.*
 15. *Master should take precautionary measures when disembarkation is granted of case suspects/patients by controlling the disembarkation to avoid any contact with other persons on board, the patient should wear face*

anak-anak kapal lain selain memastikan suspek memakai topeng muka dan kumpulan pengiring memakai PPE. Kapal hendaklah disinfeksi dan dibersihkan semula kawasan yang terjejas.

mask, and personnel escorting the patient should wear suitable PPE. Upon completion of the evacuation process, the ship's affected area shall be disinfected and re-cleaned.

16. Nakhoda haruslah memastikan semua kawasan kapal dibersihkan dan didisinfeksi menggunakan air panas, sabun atau menggunakan agen pembersih seperti *sodium hypochlorite* untuk menjadikan tahap kebersihan kapal sentiasa berada dalam keadaan optimum.

16. Master should ensure that all areas of the ship should be cleaned and disinfected using hot water, soap or using a cleaning agent such as sodium hypochlorite to ensure that the vessel's level of hygiene is always in optimum condition.

17. Syarikat haruslah menyalurkan maklumat tentang laporan situasi COVID-19 daripada pihak WHO dan Kementerian Kesihatan Malaysia kepada kapal secara kerap dan berkala.

17. The Company should always supply information of COVID-19 situation reports by WHO and Malaysia Ministry of Health to their ships, constantly and regularly.

18. Perjanjian Pengambilan Pelaut yang sah (SEA) harus berkuatkuasa sehingga penghantaran balik pelaut. Jika mana-mana SEA telah tamat tempoh, ia harus dilanjutkan, atau dikeluarkan yang baharu. Syarikat harus memastikan para pelaut dihantar pulang dengan selamat pada peluang yang tersedia seawalnya, tertakluk atas arahan yang sedang berkuatkuasa.

18. A valid Seafarers Employment Agreement (SEA) should remain in force until repatriation. If any of the SEAs have expired, they should be extended, or new ones issued. The Company need to ensure that the seafarers are repatriated safely at the first available opportunity, subject to the current instruction which applicable.

19. SEA boleh dilanjutkan sehingga tempoh maksimum 13 bulan seperti mana saranan *International Transport Workers' Federation (ITF)*, tertakluk pada persetujuan pelaut dalam aspek tahap keletihan/kesihatan, dan tahap kesejahteraan mental pelaut.

19. SEA can be extended up to maximum 13 months as recommended by the International Transport Workers' Federation (ITF), subject to the seafarer's consent in regards to fatigue/health level and mental well-being, of the seafarer.

20. Syarikat harus mengesahkan bahawa insurans atau perlindungan kewangan lain disediakan untuk kos tambahan sementara bagi pemeriksaan lanjut, kuarantin, penghantaran balik (contoh: pengasingan), penjagaan perubatan, dan apa-apa kos termasuklah perbelanjaan pemindahan kapal untuk suspek/pesakit, kerana Syarikat tetap memegang tanggungjawab penuh untuk kesemua kos yang terlibat.

20. The Company should confirm that insurance or other financial security is in place for additional costs pending repatriation (e.g. isolation), medical care, and any costs and expenses of crew transfer for case suspects/patients, as the Company remain liable for all those related costs.

21. Sekiranya terdapat pelaut Malaysia yang dibenarkan turun di mana-mana pelabuhan di Malaysia atau tiba di negara melalui mana-mana pintu masuk negara, haruslah menjalankan kuarantin secara sukarela selama 14 hari tanpa prejudis dan mengawal-hadkan pergerakan.

21. If seafarers are granted to arrive at any ports in Malaysia or through any entrance to the country, should undertake a self-quarantine for 14 days and restrict movement.
