(NOTA MAKLUMAT DAN PANDUAN MERIN)
(MARINE INFORMATION AND GUIDANCE NOTE)

NMPM 9/1999

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PROSEDUR BAGI PERMOHONAN PERAKUAN KELASI PENGAWASAN.
PROCEDURE FOR APPLICATION OF CERTIFICATE OF WATCHKEEPING RATING.

Kaedah-Kaedah Perkapalan Saudagar (Latihan Dan Perakuan), 1999.
The Merchant Shipping (Training And Certification) Rules 1999.

Notis Perkapalan Malaysia NPM 3/1999
Malaysia Shipping Notice NPM 3/1999

Nota dan Panduan kepada Pemilik Kapal, Pengendali Kapal, Nakhoda, Pegawai, Pelaut, Institusi Latihan Maritim Dan Pengajar Latihan Maritim.
Note and Guidance to Shipowners, Ship Operators, Masters, Officers, Seamen, Maritime Training Institutions, And Maritime Training Instructors.

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1. Kelasi-kelasi dek dan enjin yang telah memenuhi syarat boleh membuat permohonan bagi mendapatkan Perakuan Kelasi Pengawasan di Pejabat-Pejabat Laut Wilayah yang berhampiran.

1. Prosedur bagi permohonan Perakuan Kelasi Pengawasan adalah seperti berikut:

   (a) Menggunakan borang permohonan yang ditetapkan (JL/HEPP/B/11) yang mana boleh diperolehi di Pejabat-Pejabat Laut Wilayah.

   (b) Kelasi-kelasi yang sedang berkhidmat diatas kapal dengan memegang jawatan sebagai Bosun, Oiler, Able Seamen, Greaser atau jawatan yang setara dengannya adalah layak untuk memohon bagi mendapatkan

1. Seamen of deck and engine department which already fulfilled the requirements and qualified may apply to the Regional Marine Offices for issuing the certificate of watchkeeping rating.

2. The procedure for application of Watchkeeping Rating Ceretificate are as follows:

   (a) Use an application form (JL/HEPP/B/11) which can be obtained at the Regional Marine Offices.

   (b) Existing seamen serving as Bosun, Oilers, Able Seamen,Greasers or equivalents are allowed to apply for these certificate and will be required to submit the following documents together with application form:

perakuan ini dengan mengemukakan dokumen-dokumen berikut semasa penyerahan borang permohonan:

(i) 2 keping gambar berwarna yang berukuran saiz pasport.

(ii) Salinan asal Buku Rekod Perkhidmatan Laut.

(iii) Salinan asal Sijil Pemeriksaan Perubatan yang sah.

(iv) Salinan asal Sijil kursus modular Latihan Asas Keselamatn yang sah. Latihan Asas Keselamatan merangkumi Kursus Teknik Menyelamat Peribadi, Melawan Dan Mencegah Kebakaran, Pertolongan Cemas Permulaan, dan Keselamatan Diri Dan Tanggungjawab Sosial.

(v) Bayaran fi sebanyak RM 50.00 dengan menggunakan Wang Pos Malaysia.

(c) Bagi kelasi-kelasi baru yang telah memenuhi keperluan sebagai kelasi pengawasan hendaklah mengemukakan dokumen berikut:

(i) 2 keping gambar berwarna yang berukuran saiz pasport.

(ii) Salinan asal Buku Rekod Latihan Sebagai Kelasi Pengawasan.

(i) To submit 2 nos. of passport sized photographs.

(ii) Original copy of Seamen Discharge Book.

(iii) Original copy of Medical Examinations' Certificate.

(iv) Original copy of Modular Courses' Certificate on Basic Safety Training which comprises courses of Personal Survival Technique, Fire Fighting and Fire Prevention, Elementary First Aid and Personal Safety And Social Responsibilities.

(v) Pay the fees for RM 50.00 in the form of Malaysia Postal Order.

(c) For new ratings which already met the requirements as watchkeeping rating are required to submit the following documents together with application form:

(i) To submit 2 nos. of passport sized photographs.

(ii) Original copy of Training Record Book as Watchkeeping Rating.

(iii) Salinan asal Sijil Pemeriksaan Perubatan yang sah.

(iv) Salinan asal Sijil Kursus Modular Latihan Asas Keselamatan yang merangkumi Kursus Teknik Menyelamat Peribadi, Melawan Dan Mencegah Kebakaran, Pertolongan Cemas Permulaan dan Keselamatan Diri Dan Tanggungjawab Sosial.

(v) Bayaran fi sebanyak RM 50.00 dengan menggunakan wang pos.

- Nota: Dokumen asal akan dikembalikan setelah proses penyemakan selesai.

(iii) Original copy of Approved Medical Examinations' Certicate.

(iv) Original copy of Modular Courses' Certificate on Basic Safety Training which comprises courses of training in Personal Survival Technique, Fire Fighting And Fire Prevention, Elementary First Aid and Personal Safety And Social Responsibilities.

(v) Pay the fees for RM 50.00 in the form of Malaysia Postal Order.

- *Note: The original copy of documents will be returned promptly after vetting process has been done.*

(KAPT. RAJA MALIK SARIPULAZAN BIN RAJA KAMARUZAMAN)
Ketua Pengarah Laut.

Tarikh: 7 Julai 1999

(CAPT. RAJA MALIK SARIPULAZAN BIN RAJA KAMARUZAMAN)
Director General of Marine.

Dated: 7 July 1999