

## PRE-ARRIVAL NOTIFICATION

Section 249o(1) Merchant Shipping Ordinance 1952, requires that every master of a ship shall report to the Maritime Transport Security Officer before entering any designated marine facility within a maritime transport security area in accordance with the prescribed procedures.

*In this regard the master is required to complete the Pre Arrival Notification documents as attached. Download of the documents can be made through the Marine Department's website, [www.marine.gov.my](http://www.marine.gov.my).*

Section 249s(1) Merchant Shipping Ordinance 1952, mentions that where the Designated Authority or Maritime Transport Security Officer or Port Officer has reasonable grounds to suspect that a ship is a threat to the security of any person or thing, including any goods, maritime transport security area, ship or marine facility, the Designated Authority may direct the ship to -

(a) proceed to a place specified by the Designated Authority in accordance with any instructions given by him and to remain at the place until he is satisfied that the security threat no longer exists;

(b) proceed out of Malaysian waters in accordance with any instructions the Designated Authority may give regarding the route and manner of proceeding; or

(c) remain outside Malaysian waters.

### **THE FOLLOWING SHIPS ARE PROHIBITED OR RESTRICTED FROM ENTERING A MARITIME TRANSPORT SECURITY AREA AND/OR MARINE FACILITY SECURITY AREA**

1. A ship carrying goods prohibited under the directive of the UN Security Council/Resolution.
2. A ship without a valid International Ship Security Certificate and carrying Class 1 or Class 2 or Class 3 or Class 4.

### **FOR A SHIP WITHOUT A VALID INTERNATIONAL SHIP SECURITY CERTIFICATE AND OTHER THAN THE ABOVE CASES OF 1 AND 2, THE FOLLOWING MEASURES ARE TO BE TAKEN**

1. The ship is required to anchor at the allocated area upon arrival or if berthed, to be isolated.
2. Security inspection to be conducted by Maritime Transport Security Officers and / or Marine Facility Security Officers.
3. Complete a Declaration of Security (DOS).
4. Tankers and bulk carriers which are dependent of a tug/tugs for berthing/un berthing, Maritime Transport Security Officers and / or Marine Facility Security Officers are to obtain assurance availability of a tug/tugs throughout the ship stay in port.
5. No shore leave for crew unless approved by Maritime Transport Security Officers and / or Marine Facility Security Officers.
6. If there are no crew trained as Ship Security Officers, the Marine Facility Security Officer is to consider utilizing on-shore security personnel for keeping gangway watch.

**To: MARITIME TRANSPORT SECURITY OFFICER**

**Pre-Arrival Notification of Report for the following type of ships:**

- a) **Passenger ships including high-speed passenger craft,**
- b) **Cargo ships, including high-speed craft, of 500 gross tonnage and upwards, and**
- c) **Mobile offshore drilling units**

This form is to be submitted at least **48 hours** prior to the arrival of the vessel.

1) Name Of Ship:	2) Flag:	3) Call-Sign:	4) IMO No:
5) GT:	6) Type of Ship:	7) No. of Crew:	8) No. of Passengers:
9) Crew List and Passengers list to be submitted:			
10) <b>a) Dangerous Goods onboard?</b> <b>If Yes, state IMDG Code Class</b> <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span> _____  <b>b) Prohibited goods under UN Security Council/Resolution onboard?</b> <b>If Yes, please specify</b> <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span> _____			
11) Purpose of Call: Cargo operations/Passenger operations/ Taking Supplies only/ Repair Docking / Outfitting / Bunkering / Emergency / others <b>(Delete as appropriate)</b> If others, please specify purpose: _____			
12) Cargo to discharge : Dry bulk/Liquid Bulk/General/Dangerous Good/Vehicles <b>(Delete as appropriate)</b>			
13) Name of Anchorage or Marine Facility your ship is bound for:			
14) Name of Agent in Malaysia:			
Tel No: _____ Fax No: _____			
15) Does your ship possess a valid International Ship Security Certificate (ISSC)? <div style="text-align: center;"> <input type="checkbox"/> Yes      <input type="checkbox"/> No                 </div> ** If your answer is "YES", give details in Q16 and Q17 ** If your answer is "NO" please submit FORM JLM/ISPS/PAN/4			
16) Date of expiry of the ISSC:			

17) Name of issuing authority for the ISSC:

18) Current security level of the ship:                      Level 1                       Level 2                       Level 3

19) Last 10 ports of call (w.e.f. from 1 Jul 04), including arrival/departure dates and the security level at which the ship operated at these ports where it has conducted a ship/port interface or a ship-to-ship activity.

Port	Arrival	Departure	Security Level

20) Were there any special or additional security measures taken during any ship/port interface or ship-to-ship activity at the ports mentioned in Q19?

Yes                       No

**\*\* If your answer is “YES”, give details:**

DATE (UTC): \_\_\_\_\_ TIME (UTC): \_\_\_\_\_ ETA (Local Time) \_\_\_\_\_

PRESENT POSITION: (Latitude) \_\_\_\_\_ N/S (Longitude) \_\_\_\_\_ E

SIGNATURE OF MASTER / OWNER / AGENT: \_\_\_\_\_

NAME OF MASTER / OWNER / AGENT: \_\_\_\_\_

**TO: MARITIME TRANSPORT SECURITY OFFICER**

**Measures to be taken when an ISPS Code complaints ship arrives from a non ISPS complaints port/marine facility**

Following measures to be confirmed by the master of the ship:

No	DETAILS	Yes	No
1.	Has a DoS been issued at the last port/marine facility		
2.	Was a full watch kept at all vessel's access during stay in port		
3.	Are crew as specified in the crew list		
4.	Has a checks been made on stowaways or others unlawful person onboard		
5.	Are cargo on board duly manifest		
6.	Is cargo storage plan available		
7.	Any stores, spare part and requisition received at last port/marine facility		
8.	Are records kept for the above		
9.	Are dangerous goods onboard		
10.	If above is "yes" , state IMDG Code Class		
11.	Prohibited goods under UN Security Council/Resolution onboard		
12.	If above is "yes" , please specify		

Note: Maritime Transport Security Officer may require any other information as necessary.

Signature of Master: \_\_\_\_\_

Name of Master : \_\_\_\_\_

Date : \_\_\_\_\_

**TO: MARITIME TRANSPORT SECURITY OFFICER**

**Measures to be taken for a convention ship that do not carry the International Ship Security Certificate on board.**

Following measures to be confirmed by the master of the ship:

No	DETAILS	Yes	No
1.	Last port of call		
2.	Was last port of call an ISPS compliant marine facility		
3.	Any control measures imposed at last port. If "Yes" give details		
4.	Have you conducted a SSA for your ship		
5.	Do you have a SSP onboard the ship		
6.	If yes to above, is this plan (SSP) being implemented		
<b>CREW PARTICULARS</b>			
7.	Any ship crew trained as SSO		
8.	Crew have awareness training on security procedures		
9.	Has full gangway watch been kept at last port		
10.	Has there any unlawful boarding at last port.		
11.	Has stowaway search conducted.		
13.	Has any stowaways found.		
<b>CARGO PARTICULARS</b>			
14.	Declaration by master that no unlawful loading done at last port		

Note: Maritime Transport Security Officer may require any other information as necessary.

Signature of Master: \_\_\_\_\_

Name of Master : \_\_\_\_\_

Date : \_\_\_\_\_