

Ref: (16) JPB/281-6/1 Vol 9

21 September 2020

All JPB Staffs / Contractors / Tenants / Port Users

Dear Sirs/Madam,

JOHOR PORT BERHAD SAFETY INDUCTION AND SAFETY BRIEFING REQUIREMENT

Please be informed that under Part IV-General Duties of Employers and Self-Employed Persons of Occupational Safety and Health Act (OSHA 1994), Section 15 (2)(c), it shall be the duty of Johor Port Berhad (JPB) as far as is practicable to provide information and safety training for its Port Community (all Port Users).

As such, JPB is committed to ensure that everyone working within the JPB premises especially in the JPB Operation Areas (wharves, terminals, jetties including DCJ's areas and any maintenance, service or construction activities inside Johor Port excluding lease's and tenant's compound) are properly briefed and trained on good safe working practices.

In relation to the above, please be informed that all persons working inside JPB's Operation Areas are required to attend JPB's Safety Briefing / Safety Induction with immediate effect. The details of the Safety Briefing / Safety Induction are as follows:

SAFETY INDUCTION:

1. Applicable to those working for duration more than two (2) week.
2. The Safety Induction will be conducted on weekly basis (every Wednesday: 9.00 am - 1.00 pm*) except on Public Holidays. The duration of the Safety Induction training is approximately one (1) hours.
3. Applicants are required to attach official letter from the company detailing the following:
 - a) List of workers (Name, IC/Passport no, Company, Position)
 - b) Duration and location of work
 - c) Type of work activity
 - d) Person in charge (Name, Contact No, Email Address)
4. The fee for the Safety Induction training is RM50.00 per person. The validity of the training is for two (2) years period and applicants will have to attend the refresher training after the two years period.
5. Permanent Entry Permit (PEP) application form (FM-PSSD-218) shall be obtained at Security Service Centre (SSC) / Pass Office. Applicants shall fill up the form with original company stamp.
6. The PEP allows applicants to enter the port area for one year or 3 months period.
 - a) Fee of RM60.00 for one (1) year of PEP.
 - b) Fee of RM40.00 for three (3) months of PEP.

**subject to change*

SAFETY BRIEFING:

1. Applicable to those working for duration of less than two (2) weeks. Applicants are allowable to attend the safety briefing session for a maximum of three (3) times in a year (subject to approval). The Safety Briefing will be conducted on daily basis except on Public Holidays and as follows*:
 - a) Monday to Thursday: 9.00am — 5.00pm (Lunch Break: 1.00pm - 2.00pm).
 - b) Friday: 9.00am — 5.00pm (Lunch Break: 12.30pm - 2.30pm)
 - c) Saturday: 8.00am — 1.00pm
 - d) Other than above mentioned time shall be conducted at Port Police Station
2. Applicants are required to attach official letter from the company detailing the following:
 - a) List of workers (Name, I/C/Passport No., Company, Position)
 - b) Duration and Location of Work
 - c) Type of work activity
 - d) Person in charge (Name, Contact No., Email address)
3. The fee for Safety Briefing is RM5.00 per person. The validity of Safety Briefing is for only two (2) weeks.
4. Visitor Entry Permit (VEP) allows applicants to enter the port area with subject to the application letter and maximum for only two (2) weeks. Fee of RM1.00 per person per day is applicable for the VEP.
5. The duration of Safety Briefing is approximately 30 minutes.

Please be informed that for foreign workers / foreign visitors, they should have a valid work permit (duration, position and company) and needs to get approval from security officers in charge.

Should you have any enquiries, please do not hesitate to contact Pn. Nor Zaini binti Mohamad (Safety & Health Officer) at 07-2535888 ext. 720 or 019-7763916 or email at norzaini@johorport.com.my.

Your co-operation is highly appreciated. Thank you.

'Work Safe, Get Home Safe'

With kind regards,
JOHOR PORT BERHAD



JAMALUDIN RAJA MOHAMMAD
General Manager
Port Security & Safety Department