

Ref: (18) JPB/281-6/1 Vol 9

4<sup>th</sup> October 2020

All JPB Staffs / Contractors / Tenants / Port Users

Dear Sir/Madam,

**COVID-19 PRECAUTIONARY MEASURES**

The above subject matter is kindly referred.

In view of the increasing number of COVID-19 cases nationwide, Johor Port Berhad (JPB) would like to remind all staffs/contractors/tenants/port users to comply with the Safety Requirements and Guidelines that have been established by JPB, in accordance with the Procedures outlined by the Government of Malaysia, as follows:

1. **MANDATORY** usage of face mask for all staffs, contractors, visitors, tenants and other port users at JPB premises except when at the individual working station.
2. **MANDATORY** usage of hand gloves and hand sanitizer for all JPB frontliners.
3. All staffs are advised to minimize visit to high risk areas such as areas of new cluster of COVID-19 and crowded places or events.
4. Contractors must ensure all foreign workers who works within Johor Port premises to undergo COVID-19 screening. JPB must be notified if there are any changes of foreign workers.
5. Practice physical distancing (of at least 1 meter) at all areas including canteens, cafeterias, ATM machines, elevators and others.
6. Ship crew Sign-On and Sign-Off activities are subject to the approval of the Ministry of Health (MOH) and the Immigration Department.
7. All staffs, contractors, visitors, tenants and other port users are required to record their movements within JPB premises by scanning the MySejahtera QR Code provided at the respective locations as well as undergo a Body Temperature Screening (BTS) on a daily basis with no exceptions.
8. Always maintain good personal hygiene;
  - i. Frequent hand washing with soap and water or hand sanitizer
  - ii. Practice respiratory etiquette

Johor Port Berhad will take disciplinary action against staffs who fails to follow the above safety requirements and guidelines. Meanwhile, port users will be required to leave your workplace immediately.

Your understanding, cooperation and compliance are appreciated in order to ensure that Johor Port's area remains a COVID-19 free environment and a safe working place for everyone.

PORT SECURITY AND SAFETY DEPARTMENT  
JOHOR PORT BERHAD