



Procedure for Extending Safety Certificates for Coal Carrier Vessels at The Harbor Master's Office and Class 1 Port Authority in PT. Pacific Samudra Sentosa Bandar Lampung

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Abstract: This research was created to find out how to carry out the process of extending ship safety certificates that have expired and renewing them in order to comply with policies, standards, norms, guidelines, criteria and procedures as well as technical guidance, evaluation and reporting in the field of shipworthiness, measurement. Ships and ship nationality, nautical, technical and ship radio, pollution and ship health management and maritime affairs. In submitting an application, the shipping company must follow the procedures set by the Directorate of Shipping and Maritime Affairs, sub-directorate of ship safety, with the requirement to attach complete documents such as an application letter, ship safety certificate.

Keywords: Procedure, AT certificate extension, Coal Carrier Ship.

1. INTRODUCTION

Country Document is a paper that has a high value or in other words valuable paper that has a function and use. The function of this document depends on what the document is issued for. Documents have a very important use and must be maintained so that they are not damaged and lost, the use of documents also depends on the agency from which the document is issued.

Documents as a tool or means to convey statements or information in writing from one party to another, the information contained in the document can be in the form of notifications, statements, requests, reports. In handling ship documents, especially ships that carry out activities in special terminal areas, of course, they must follow the regulations made by the port management. Shipping is everything related to transportation in waters, ports and security and safety in general shipping.

Divided into two, namely Commercial Shipping (related to commercial activities) and Non-Commercial Shipping (related to non-commercial activities such as government and national defense). From the aspects of activities in the port, it is clear that the port is a shipping unit that can and plays a role in the growth and development of trade and the economy. Agency businesses arise because of considerations from a shipping company that will carry out its business activities to a particular port. Shipping in the agency business sector has a very important role as an alternative business besides the shipping business. Where the agency business can provide a significant contribution to the company as a source of company income.

2. LITERATURE REVIEW

Definition of Role

According to the Big Indonesian Dictionary (KBBI), handling has a meaning, namely handling and comes from the basic word hand. Handling has a meaning that states an action that is carried out. carrying out his rights and obligations according to his position, it is stated that the person concerned has carried out a role.

Definition of Operation

According to the Big Indonesian Dictionary (2015:345) Is operational in nature, or related to operations

Definition of Company

According to Capt. R.P. Suyono (2005) If a ship docks at a port, the ship requires service and has various needs that must be met. To serve these various needs, the shipping company will appoint a ship agent. Broadly speaking, there are three types of ship agents, namely general agents, sub agents, and branch agents.

According to Engkos Kosasih (2009) Agency is divided into 3, namely:

- 1) General agent (general agent) is a national shipping company appointed by a national shipping company appointed by a foreign company to serve ships owned by the foreign company while sailing and stopping at ports in Indonesia.
- 2) Sub agent is a shipping company appointed by the General agent to serve certain needs
- 3) Agent Branch is a branch of the General agent at a certain port

Definition of Handling

According to the Big Indonesian Dictionary, Handling is a process, method, act, cultivation or handling of a problem that exists in an environment or place

Definition of Ship

According to Law of the Republic of Indonesia Number 17 of 2008 concerning Shipping, article 1 point 36 which states that a ship is a water vehicle with a certain shape and type. Which is driven by wind power, other mechanical energy, pulled or delayed, including dynamically supported vehicles, underwater vehicles and buoys and floating structures that do not move.

3. METHODS

a. Field Research Method

Data research using several field research methods is carried out by direct observation in the field. What materials are needed in this method? The author has carried out a six-

month Land Project (PRODA) at PT. Pacific Samudra Sentosa Bandar Lampung, and the author directly observed how the process of activities took place at the port or field.

b. Library Research Method

Library research method is a research method carried out through the collection and analysis of data from written sources, such as books, journals, articles, theses, and others. The purpose of this method is to collect information, understand concepts, and analyze data systematically and critically. (Sugiyono, 2010:97). Data collection is carried out by reading books in the Poltek AMI Medan library related to the discussion in the study.

4. RESULTS AND DISCUSSIONS

Procedure for Extension of Safety Certificate for Coal Carrier Ships at the Office of Harbor Master and Class 1 Panjang Port Authority at PT. Pacific Samudra Sentosa Bandar Lampung

a. Certificate of Nationality of Ship (Sea Letter / Certificate of Registry)

That is a certificate stating the nationality of the ship given by the government of the country. The ship is entitled to legal protection from the country and has the right to fly the flag of the country where the ship is registered.

b. Tonnage Certificate

That is a certificate stating the details (Details) regarding the Tonnage of the Ship, consisting of the total volume, length of the ship, width of the ship, gross contents (Gross Register Tonnage), net contents (Net Register Tonnage).

c. International Load Line Certificate

The International Load Line Certificate is issued based on the provisions of the 1996 international convention on load lines on behalf of the Government of the Republic of Indonesia by PT. Indonesian classification bureau consisting of ship name, IMO Number, Port of registration, Length that has been determined. For the extension of this certificate, usually the ship owner directly appoints the relevant Classification Agency, without going through the party Agent (Shipping Company). The following documents are required:

- 1) Application for certificate extension
- 2) Sea letter
- 3) Measurement letter
- 4) Latest docking report

d. Certificate Of Classification

This is a certificate stating that the ship is a sea vessel and is issued by a certain company recognized by the Directorate General of Sea Transportation such as BKI (Indonesian Classification Bureau)

e. Cargo Safety Construction Certificate

This is a certificate stating that the ship's construction, consisting of the ship's body, engine, equipment and others concerning safety, is seaworthy.

f. Cargo Ship Radio Safety Certificate. This is a letter stating that the ship is equipped with a radio receiver and transmitter in accordance with certain requirements

g. Cargo Ship Safety Equipment Certificate

This is a certificate issued by a classification bureau stating that the safety equipment on board the ship is in accordance with the established conventions

h. International Oil Pollution Prevention

This is a certificate stating that the ship has equipment to prevent pollution from oil while the ship is in operation *Internasional Air Pollution Prevention*. Namely a certificate stating that the ship has equipment to prevent air pollution during the ship's operation

i. International SOWAGE Pollution Prevention

Namely a certificate stating that the ship has equipment to prevent pollution by dirt.

j. Certificate of Completeness of Ship's Crew (Safe Manning Certificate)

Namely a letter that applies the number of officers and ABK along with the positions that have been determined

k. Ship Sanitation Certificate (Ship Sanitation Exemption Certificate)

Namely a certificate stating that the ship is free from pests, such as rats, cockroaches, or insects that can cause disease

l. Fire Extinguisher Certificate

Which is a letter stating that the ship is equipped with fire safety equipment such as fire poison.

m. Liferaft Certificate

Namely a letter stating that the ship is equipped with safety equipment in case of sinking such as life jackets and lifeboats.

Documents related to the Procedure for Handling the Extension of a Ship's Safety Certificate

1) Ship Nationality Certificate (Sea Letter / Certificate of Register)

The process of registering a ship to obtain a registration certificate is as follows:

- a. Ship registration is addressed to the Harbor Master official by attaching a Bill of Sale
- b. Sale and purchase agreement
- c. Statement of Nationality
- d. Company articles of association
- e. Copy of measurement letter
- f. Certificate of release from previous country
- g. Purchase permit
- h. Power of attorney (if the administration is authorized by another person)

The purpose and objective of ship registration is to obtain a nationality mark from a sea certificate. Ships that have not been registered in the ship register cannot obtain proof of nationality. Proof of nationality in the form of a sea certificate is important because by flying the national flag the nationality of the ship can be known. If a permanent sea certificate has been issued, then every year an endorsement must be carried out to ensure the safety of the ship. For each Endorsement process of a sea certificate and a Grose Akte. a) Measurement Certificate

- ### 2) (Tonnage Certificate)
- When the ship is registered, the ship has also been measured by a surveyor, which is then issued a temporary measurement certificate that has been approved by the local Harbor Master. If the following provisions have been met, then a permanent measurement certificate can be issued with approval from the central transportation service. For the measurement letter, measurements must be taken every year, so the measurement letter does not need to be endorsed

3) International Load Line Certificate

The International Load Line Certificate is issued based on the provisions of the 1996 international convention on load lines on behalf of the Government of the Republic of Indonesia by PT. Biro Klasifikasi Indonesia consisting of the name of the ship, IMO Number, Port of registration, and the length that has been determined.

- a. For the extension of this certificate, the ship owner usually directly appoints the relevant Classification Agency, without going through an agent (Shipping Company). The following documents are required:

- b. Application for certificate extension
 - c. Sea letter
 - d. Measurement letter
 - e. Latest docking report
- 4) *Certificare Of Clasification*

This certificate is a certificate consisting of 2 certificates, namely:

- a. Machinery Classification Certificate (Machinery Certificate)

Where it is explained in it the results of the machine installation survey in the context of the machine survey and the results of the machine survey carried out by PT. Biro Klasifikasi Indonesia (BKI) in accordance with the regulations and provisions by PT. BKI, namely regarding the main engine and auxiliary engine. Where all these machines will be registered in the registration book (Register) with the SM class mark, the results of the survey on the machine will end in a period of 5 (five) years, but every year it needs to be done (endorsement) by submitting an application to the BKI officer where the ship is located.

- b. Hull Classification Certificate

The procedure for extending the Hull Classification Certificate is as follows:

- a) Submitting an application to the nearest BKI branch office
- b) Sending a general plan and stability calculations to BKI
- c) BKI central office issues instructions for installing a freeboard
- d) Installation of a freeboard sign on a ship is supervised by a BKI surveyor
- e) Issuance of a freeboard certificate

Similar to the engine classification certificate, this certificate also needs to be endorsed to ensure that the ship's freeboard is in good condition. i) Cargo

- 5) *Ship Safety Construction Certificate*

For the extension process of this certificate, the documents required for the extension are:

- a. Application for certificate extension
- b. Certificate extension service note issued by the central transportation
- c. Agency appointment
- d. Sea letter
- e. Measurement letter
- f. Construction certificate that will expire
- g. Last inspection report book

- h. Valid class certificate
- i. Registration memorandum
- j. General Ship Statement (PUK)

And for the extension process of this certificate, it is also the same as the extension process of the cargo ship construction certificate, namely by conducting an inspection of the ship's condition, with the same validity period.

6) Cargo Ship Safety Radio Certificate

For the extension process of this certificate, it is still the same as the extension of the construction certificate and the ship's equipment safety certificate, starting from the documents needed then the issuance process and the validity period of the certificate issued for the extension process of this certificate, a ship's radio safety certificate that will expire as an attachment is required.

7) International Oil Pollution Prevention (IOPP)

This certificate is included in MARPOL for the handling of its extension, several documents are required as attachments shown to the Harbor Master official where the ship is located, the required documents are:

- a. Application for certificate extension
- b. Sea Letter
- c. Measurement letter
- d. Agency appointment
- e. Last IOPP certificate
- f. Last inspection book
- g. Valid class certificate
- h. Register memorandum
- i. General Ship Statement (PUK)

For the extension process, it is still with the extension of the SOLAS certificate, namely if the application has been submitted to the local Harbor Master official, then the local official will conduct a direct inspection of the ship. And if during the inspection there are findings in the form of damage to the equipment or deficiencies, then the ship owner is obliged to fulfill these findings so that the certificate issuance process can be continued. For certificates issued at the local Harbor Master, it is still the same as the SOLAS certificate, namely 3 temporary certificates, but for permanent certificates issued by the central transportation, it is valid for up to 5 years, where every year an endorsement is needed which can be done in the area where the ship is located

8) International Air Pollution Prevention (ISPP)

This certificate is still a MARPOL certificate, where the handling of the certificate is also the same, the documents needed, and the issuance process are also the same and the validity period of the temporary certificate and 5 years for permanent certificates and also requires an endorsement (Endorsement) every year.

9) International Air Pollution (IAPP)

This certificate is an international convention certificate for handling air pollution, the same as IOPP and ISPP, starting from the handling process, extension application and validity period are the same.

10) Certificate of Completeness of Ship Crew (Minimum Safe Manning Certificate)

Minimum Safe Manning Certificate is a certificate containing the complete identity of the ship and the ship's officers on board. The positions on board the ship must be in accordance with those on the certificate as well as the identity of the ship along with the date and place where the certificate was issued. When processing the issuance of this certificate, supporting documents are required as a reference for the local Harbor Master, these documents are: Application for issuance

- a. Sea Letter
- b. Measurement Letter
- c. Cargo Ship Construction Certificate
- d. Valid crew diploma and sailor endorsement
- e. Crew list
- f. Agency Appointment
- g. Register memorandum
- h. PUK (Ship General Statement)

The process only takes 2 days, where this certificate is valid for only 1 year

11) Ship Sanitation Exemption Certificate

If other applications are issued by Harbor Master officials, ship sanitation certificates are issued by quarantine, where the following documents are required in the process:

- a. Application for certificate extension
- b. Sea Letter
- c. Measurement Letter
- d. Latest sanitation certificate

If the application has been submitted, the quarantine officer will check the condition of the ship to see if it is free from rats, and others. If during the inspection the ship is

declared free from sanitation, the quarantine officer will issue a certificate that is valid for up to 6 months.

12) Fire Extinguisher Certificate

In the process of extending this certificate, usually the ship owner directly contacts the fendor, or the company that provides this safety equipment. This safety equipment is only valid for 1 year, if during the validity period the safety equipment has never been used, then the equipment must be replaced with a new one. By submitting an application to the fendor who will provide the equipment, by attaching several documents, namely:

- a. General Ship Statement (PUK)
- b. Sea Letter
- c. Measurement Letter
- d. Last Fire Extinguisher Certificate

In the process, the appointed fendor will provide the safety equipment by directly placing the equipment on the ship.

13) Liferaft Certificate

In the process of issuing this certificate together with the Fire Extinguisher certificate, the documents attached are the same, but in this certificate some have a validity period of 1 year to 2 years.

Related Agencies

a. Quarantine

When the ship arrives at the port, the quarantine officer is required to check the condition of the ship, whether the ship is free from rats or other pests that can cause disease to the crew or not. If there are pests, the ship must be fumigated.

b. Harbor Master

An employee or government official who heads shipping affairs at the port. Harbor Master can also be called the head of the port who is appointed by the Minister with the highest authority to carry out and supervise the guarantee of shipping safety and security. The Harbor Master has a Harbor Master or Port Authority office with sections to carry out by supervising the provisions of laws and regulations that have been set by the government, while separating the function of the Harbor Master within the Port Administrator office environment. The main task of the Harbor Master's main office is to carry out supervision and law enforcement in the field of shipping safety and security, coordination of government activities at the port. As well as regulation, control and supervision of port activities at ports that are commercially operated. Always getting

results that result in the obstruction of an activity or work carried out is the same as in extending a ship's certificate, it is not as easy as imagined

Obstacles faced during the Processing of Coal Carrier Ship Safety Certificate Extension at the Harbormaster and Port Authority Class 1 Panjang Office at PT. Pacific Samudra Sentosa Bandar Lampung

According to the author's observations when carrying out land practices regarding agency, of course in this case there are various obstacles in agency activities, the following are obstacles that often occur:

- a. Delays in fees for extending ship certificates from ship owners so that ships are not allowed to dock and departure cannot be carried out because the expired certificate has not been extended.
- b. When processing, agents sometimes check ship documents and find expired certificates. The agent must first extend the document, extending the document takes time so that it slows down the processing procedure to be carried out.

5. CONCLUSION AND SUGGESTIONS

Procedures for extending the certificate of a coal carrier ship at the Office of the Harbormaster and Class 1 Panjang Port Authority at PT. Pacific Samudra Sentosa Bandar Lampung are carried out in the following manner:

- a. The shipping company agent of PT. Pacific Samudra Sentosa Bandar Lampung submits an application for an extension of the ship's safety certificate in advance by including or attaching complete documents or requirements.
- b. The local Harbormaster appoints a ship safety inspection officer to conduct an inspection or test on the ship.
- c. After the ship has been declared inspected by the Marine Inspector, the local Harbormaster can issue the ship's certificate.

The agent should fully coordinate with the relevant divisions in the office so that the office also supervises / monitors the progress of the ship's certificate process according to the SOP so that a good, coordinated, fast, smooth and systematic ship certification process management is created, so that the delay in sailing the ship is not too long

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