



Procedure For Managing Dangerous Goods Permit Letters For Mv. Integra Vessel At PT. Karana Line Shipping Belawan Branch

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Abstract. To find out more about how the shipping company PT. Pelayaran Karana Line Belawan carries out activities in the procedure for managing dangerous goods permits, especially the Medan Belawan Branch, starting from marketing providing information according to data that there is a dangerous goods load that will be loaded on the ship, then the operational party or external service makes a letter of application that will be given to the relevant agency, namely the Belawan Main Harbor Master's Office. Every permit management requires costs. The costs incurred will go into the State Treasury, namely Non Tax State Revenue (PNBP).

Keywords: : Procedure, Processing dangerous of goods.

1. INTRODUCTION

The general definition of permission is an agreement from the authorities based on laws or government regulations in certain circumstances that can deviating from several provisions of statutory prohibitions, Permits as well is one of the elements used for protection against law and rights to ownership or carrying out activities. Without it permission will arise various kinds of problems that can disrupt order and regulation of life in society. Republic of Indonesia Law no. 17 of 2008 Licensing can be in several forms such as registration, recommendation, certification, determination of quota and permission to carry out a business which usually must be owned or obtained by a company or person before the person concerned can carry out an activity or action which is closed by law on permits, A company or person can take the desired actions but still pay attention to the public interest and be accompanied by supervision.

2. LITERATURE REVIEW

A. Definition of Procedure

According to the Big Indonesian Dictionary (2017:391), procedures are a way of working, a way of carrying out things. Apart from that, procedures are also a matter of the sequence of critical activities which usually involve several people in one group, department or more, which are arranged to ensure uniform handling of company

transactions that occur repeatedly. In general, critical work consists of writing, coding, comparing, duplicating, selecting, calculating, and making lists.

B. Understanding Management

According to AIndri and Endang (2019:04), Management is a process of carrying out various activities in the context of implementing goals and as the ability or skills of people who occupy managerial positions to obtain results in the context of achieving goals through other activities.

C. Understanding Letters

According to Prima, Fairul and Fauzi (2017: 162), letters are a form of written communication that connects two or more parties. In a letter, the letter maker can convey his aims and objectives to the party he sent the letter to.

D. Understanding Permit

According to the Big Indonesian Dictionary (2017:194), permission is a statement granting, not prohibiting

E. Definition of Dangerous Goods

In SOLAS, Chapter VII Carriage of Dangerous Goods, Part A Carriage of Dangerous Goods in Packaged Form in Solid Form in Bulk. That this section applies to all dangerous goods classified according to the provisions, whether in packaged form or in solid form in large quantities (hereinafter referred to as dangerous goods). This regulation applies to all ships and cargo vessels.

3. METHODS

A. Field Method (Field Research)

Observation (Participant Observation) Observation is looking at, paying attention to, observing the behavior and activities of individuals at the research location in which the researcher goes directly to the field. The observations made by the researcher were during interviews with the subjects. Observation is looking, paying attention and observing personnel actions towards objects, researchers also record behaviors that are relevant to the research theme. So in addition to field notes, researchers use digital cameras to take pictures and record subjects.

B. Library Method (Library Research)

Library Method (Library Research) The library method is a study used by the author through observations by reading journals in libraries and on Google. On this

occasion the author reviewed the procedures for processing dangerous goods permits on MV ships. Integra by PT. Karana Line Shipping, Belawan Branch.

4. RESULTS AND DISCUSSIONS

A. Procedures for processing dangerous goods permits on MV ships. Integra by PT. Karana Line Shipping, Belawan Branch

1. Procedure for Processing Permit to Load Dangerous Goods

The procedures for processing permits to load dangerous goods are:

- 1) Marketing first informs the agent that there is dangerous cargo that will be loaded on the ship by attaching data such as:
 - a. No. Container
 - b. Type of Goods
 - c. Item Class
- 2) Agent makes a letter requesting permission to load dangerous goods to the Main Harbormaster of Belawan and a copy to the OP containing ship data, such as:
 - a. Name of the ship
 - b. Ship's flag
 - c. LOAI (Length Over All)
 - d. Dirty contents
 - e. Master
 - f. Just lean back / cade
 - g. Destination port
 - h. Type of goods
 - i. Dangerous class (dangerous goods class)
 - j. Recipient, attach required documents such as:
 - a) Temporary manifest,
 - b) Letter of application for permission to load dangerous goods.
- 3) Then the shipping agency or agent submits the application for a permit to load dangerous goods to the Belawan Main Harbormaster's office and a copy of it to the OP in the One Stop Service Center (PPSP) section, specifically in the entry or administration letter.
- 4) Then the administration section submits the application to the patrol guard and investigators at the Harbormaster's office to examine the application letter and attached documents.

- 5) Then the patrol and investigator division issues a Billing and hands it over to the applicant or shipping agent.
 - 6) After that the shipping company or agent makes billing payments at the bank or PNBP (non-tax state recipient).
 - 7) Proof of billing payment is submitted to the patrol guard division and investigators.
 - 8) The patrol guard and investigator division issues a Dangerous Goods Cargo Monitoring Letter which is marked by the head of the patrol guard and investigator division and handed over to the applicant or agent along with the application letter submitted.
 - 9) Then the shipping company or agent gives a permit to load the dangerous goods to the ship to leave them on board if there is an inspection. Dangerous goods should be placed on On Deck, because if something untoward happens it won't harm other cargo.
2. Procedure for Processing Permit to Unload Dangerous Goods
- 1) Marketing first informs the agent that there is dangerous cargo that will be unloaded from the ship by attaching data such as:
 - a. No. Container
 - b. Type of Goods
 - c. Item Class
 - 2) The agent makes a letter requesting permission to unload dangerous goods to the Main Harbormaster of Belawan and a copy to the OP containing ship data, such as:
 - a. Name of the ship
 - b. The ship's flag
 - c. LOAI (Length Over All)
 - d. Dirty contents
 - e. Master
 - f. Landing date / cade
 - g. Destination port
 - h. Type of goods
 - i. Dangerous class (dangerous goods class)
 - j. Recipient, attach required documents such as:
 - a) Temporary manifest,
 - b) Letter of application for permission to load dangerous goods

- 3) Then the shipping company or agent submits the application for permission to unload dangerous goods to the Belawan Main Harbor Master's office and a copy to the OP in the One Stop Service Center (PPSP) section, specifically in the entry or administration letter section.
- 4) Then the administrative section submits the application to the patrol guard and investigator of the Harbor Master's office to examine the application letter and attached documents.
- 5) Then the patrol and investigator division issues a Billing and hands it over to the applicant or shipping agent.
- 6) After that the shipping company or agent makes Billing payments at the Bank or the PNBP (Non-Tax State Recipients) chart.
- 7) Proof of billing payment is submitted to the patrol and investigator division.
- 8) The patrol guard and investigator division issues a Supervision Letter for the Unloading of Dangerous Goods which is signed by the head of the patrol guard and investigator division and handed over to the applicant or agent along with the application letter submitted.
- 9) After the permit for unloading dangerous goods has been received by the shipping line, containers containing dangerous goods can be unloaded from the ship. Dangerous goods are only unloaded from the ship until they reach the depot (stacking yard)

3. Documents required to obtain a dangerous goods permit

1) Bill Of Lading

Bill of Lading (B/L) or bill of lading is a document for transporting goods which contains complete information regarding the name of the sender, name of the ship, cargo data, port of loading and port of unloading, details of the freight and method of payment, name sender (consignee), number of B/Ls that must be signed and date of signing.

2) Freight carrier insurance

Freight transport insurance is an insurance policy that provides guarantees and financial protection for loss or damage to your cargo while traveling by sea.

3) Shipping Instructions

Shipping Instruction is a letter made by the Shipper (goods owner or expedition company) addressed to the Carrier or ship (shipping) to receive and load what is stated in the letter.

4) Cargo Manifest

Cargo Manifest is a document that contains information about dangerous cargo on board a ship. In this case, the cargo manifest describes the manifest document as long as the means of transport is on its way to and from a port, which contains a list of cargo, means of transport during the journey and bringing the goods to the final port or port of destination. In other words, a cargo manifest is a collection of several Bills of Loading (B/L)

5) Supervision letter for unloading dangerous goods

A supervision letter for the unloading of dangerous goods is a letter issued by the authorized agency (Syahbandar) to give approval for the unloading of dangerous goods to the company carrying out the activity of unloading dangerous goods.

6) Control letter for loading dangerous goods

A dangerous goods loading control letter is a letter issued by the authorized agency (Syahbandar) to provide approval for the loading of dangerous goods to companies carrying out dangerous goods loading activities.

7) Application for permission to unload dangerous goods

An application for a permit to unload dangerous goods is an application letter made by the company to be submitted to the Harbormaster's office to grant permission to unload dangerous goods.

8) Application for permission to load dangerous goods

An application for a permit to load dangerous goods is a letter of application made by the company to be submitted to the Harbor Master's office to grant permission to load dangerous goods.

4. Obstacles faced in the procedures for processing dangerous goods permits for MV vessels. Integra at PT. Karana Line Shipping, Belawan Branch

In carrying out their duties and functions as an agency company, the daily activities of employees are certainly not free from obstacles and problems. Various obstacles and problems often arise from several factors, both from the company's internal factors and from external factors. The following are the obstacles that occur in

- 1) It often happens that when the shipping company applies for permission through the system, the shipper is late in sending data on the list of dangerous goods that will be submitted to the system and the ship has already unloaded the ship's cargo.
- 2) The shipping company makes mistakes in handling permits for loading and unloading dangerous goods via the Inportnet system and there are often incorrect data inputs and if the data has been entered incorrectly then the shipping company revises it manually and will use longer time, as well as a slow internet connection or unstable which can hinder the use of the inaiportnet system

5. CONCLUSION AND SUGGESTIONS

Procedure for obtaining a dangerous goods permit on an MV. Integration by PT. Karana Line Belawan Branch shipping has been running effectively but not yet efficiently, because the procedures carried out are too long.

In order for the procedures for processing dangerous goods permits to run effectively and efficiently, it is necessary to change the stages of activity to speed up the issuance of dangerous goods permits at PT. Karana Line Shipping, Belawan Branch

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