**CREW SHORE LEAVE / MEDICAL DISEMBARKATION REQUIREMENT**  
  
Kindly pls be informed that approval to arrange crew for going shore for clinic/hospital only granted by Health and Immigration Office subj on level of seriousness/emergency purpose.

**Kindly pls revert documents require as below in order for us for submitting applications to Health Office:**

1)Official letter permission from Master for crew going to clinic/hospital with attn to Tanjung Pelepas Port Health & Immigration Office (stated crew name/nationality/passport no/date of birth/rank

2)Official letter permission from Vessel Owner’s for crew going to clinic/hospital with attn to Tanjung Pelepas Port Health & Immigration Office (stated crew name/nationality/passport no/date of birth/rank

3)Images of crew

4)Details kind of pain for doctor information

5)Name of medication given

6)Vessel last 10 port of call

7)Crew Passport image

8)Crew Seamen Book Image

9)Vessel crew Temperature Record for last 14 days

10)Arrival Crew list

11)Annex 5

12)Annex 6

13)Maritime Declaration of health

14)SSCEC cert

15)Medical crew Full Vaccine Cert

**Remarks:**

1)Documents as declared by Master must have Master signature & vsl stamp in order for processing by authorities.

2)Vessel need to cleared inward formalities clearance by charterer agent before owner agent can proceed for shore leave application.

3)Health and Immigration Office only available for shore leave applications from 0830 hrs to 2000 hrs(subject to high rank officer approval).

4)Medical team available to on board for conduct PCR Test from 0830 to 2330 hrs.If vsl berthing after 2300 hrs,medic team only be able to on board on the next day 0830 hrs due to approval to on board only can be obtain from 0830-2330 hrs as Immigration Office available time.

**Following procedures and flow when applications have approve by Health Office:-**

1)Private doctor on board for conducting PCR test before vsl crew allow to disembark to clinic/hospital.

2)PCR Result release minimum 24 hrs after PCR test conducted.

3)PCR report release with negative result then only crew be able to disembark.

4)Medical crew require going to Port Health Office for shore leave application and physical scanning.

5)Medical crew require going to Immigration Office for shore leave applications for medical purpose.

6)Medical crew approve heading to clinic.