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|  PT INTAN SEJAHTERA UTAMA <small>INDONESIA QUALIFIED OUTSOURCE</small> | DISEMBARKATION REQUEST <i>PERMOHONAN TURUN KAPAL</i> | | | | Document | ISO 9001 |
| | | | | | Type | QMS |
| | Form No: | MVP.SEC.01.007 | | | Approved by | Crewing Management |
| | Revision No. | 01 | Issued | 11 Agu 2022 | Created by | Crewing Dept. |

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|---|---|---|---|
| Nama Kapal <i>Name of Vessel</i> | : | Tanggal <i>Date</i> | : |
| Nama ABK <i>Name of Crew</i> | : | Jabatan <i>Rank</i> | : |
| No Buku Pelaut <i>Seaman Book No</i> | : | Kota Turun dari Kapal <i>Disembarkation City</i> | : |
| No Paspor <i>Passport No</i> | : | Kota Tujuan <i>Destination City</i> | : |
| Tanggal Naik Kapal <i>Date Join Vessel</i> | : | Tanggal Rencana Kepulangan <i>Date of Disembarkation</i> | : |
| Bandara Terdekat <i>Nearest Airport</i> | : | | |

| ALASAN PERMOHONAN / REASON OF DISEMBARKATION REQUEST | | | | |
|---|--------------------------|---|--------------------------|---|
| KONTRAK / CONTRACT | | MENDESAK / URGENT | | |
| Satu Bulan Pemberitahuan <i>One Month Notice</i> | <input type="checkbox"/> | Pemberitahuan ke 2 <i>2nd Notice</i> | <input type="checkbox"/> | Keinginan Sendiri <i>Own Will</i> |
| | | | | Tindakan Disiplin <i>Disciplinary Action</i> |
| | | | | Kecelakaan <i>Accident</i> |
| Lampiran Dokumen (Dilengkapi untuk alasan Mendesak) <i>Attached Documents (Only for Reason of Disembarkation category Urgent)</i> <input type="checkbox"/> | | | | |
| Laporan Medis <input type="checkbox"/> <i>Medical Report</i> | | | | |
| Laporan Komite Disiplin Dengan Tanda Tangan Semua Petugas <i>The Disciplinary Committee Report with Signature of All Officer</i> <input type="checkbox"/> | | | | |

Surat Keterangan Biaya Perjalanan
Affidavit of Travel Expenses

Saya, _____ yang bertanda tangan di bawah ini akan bertanggung jawab atas:
 I am, _____ sign below, will responsibility of:

Semua biaya yang timbul termasuk atas kepulangan dan juga biaya pemberangkatan pengganti.
All expenses including that of my reliever due to my own will / request to disembark.

Kecuali pengeluaran saya karena tindakan disipliner.
Except my expenses due to disciplinary action.

Saya menyatakan bahwa pernyataan diatas adalah benar.
This is to certify that the above are true.

Tanggal
Date

Nama & Tanda Tangan ABK
Name & Signature of Crew

| BAGIAN CREWING DEPARTEMEN / CREWING DEPARTMENT SECTION | |
|---|---|
| Tanggal Diterima : <i>Date Received</i> | Nama Staff Crewing : <i>Name of Crewing Staff</i> |
| Tanggal Dikirim Kembali : <i>Date Resend to Vessel</i> | <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved |
| Tanggal Perkiraan Turun : <i>Estimation Date to Disembark</i> | |
| Nama & Tanda Tangan Staff Crewing <i>Name & Signature of Crewing Staff</i> | Nama & Tanda Tangan Manager Crewing <i>Name & Signature of Crewing Manager</i> |