



LPJ Private Jetty
User Manual
(Applicant)

15th May 2016

Document Version 1.0

LPJ Private Jetty User Manual

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1. Accessing the System

1.1 Login

1. To start accessing the LPJ Console Private Jetty Module, open up the web browser (e.g. Google Chrome) and type in the given URL:

<http://www.lpjpcs.gov.my>

2. This will bring up LPJ Console Applicant Page as shown below.



3. Enter ROC No, User ID and Password then click on [Login] button.



4. The menu available for Private Jetty user are as follows:



The menu list will be filtered based on user access right.

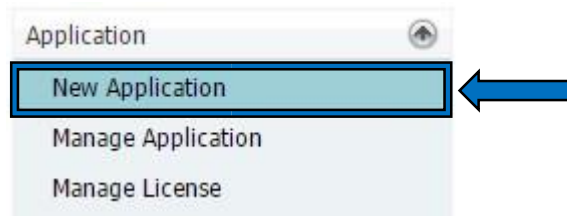
- ◆ New Application
- ◆ Manage Application

- Edit Application
 - View Application
 - Resubmit Application
 - Make Payment
 - View License
-
- ◆ Manage License
 - View License Information
 - License Renewal
 - View License

2. New Application

1. On [Private Jetty] tab, click on [New Application] menu as shown below.

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2. Fill in the new private jetty application details information for Part 1:
Administration

New Private Jetty Application

Administration Technical Supporting Document

PART 1 : ADMINISTRATION

Location * Pasir Gudang PTP

Name of Port *

Name of Jetty *

Name of Landlord *

Name of License Owner SEAGULLS FORWARDING AGENCY SDN BHD

Address of License Owner: NO 38A, JALAN SENTOSA 5,
BAYU TINGGI, 41200, KLANG,
SELANGOR

Telephone: 603-33230311

Facsimile: 603-33238869

Email Address: loh.renchien@projeksistematik.com.my

No. Lot of Land *

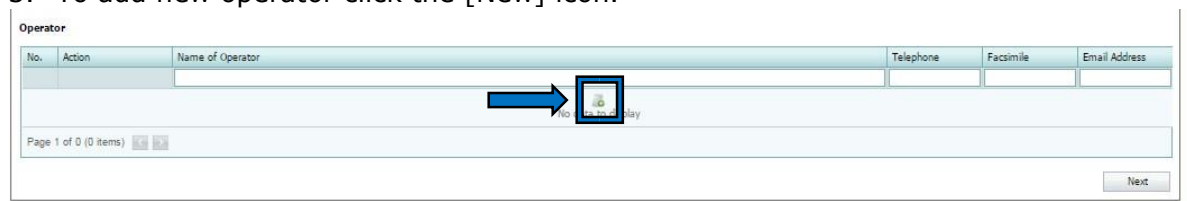
Habitation/Mukim *

District *

Coordinate *

Cargo Type *

3. To add new operator click the [New] icon.



4. Fill the operator details and click [Update] icon to save the record.

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Operator

No.	Action	Name of Operator	Telephone	Facsimile	Email Address
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Name of Operator
Address Line 1
Address Line 2
Telephone
Facsimile
Email Address

Page 1 of 0 (0 items)

5. Fill in the new private jetty application details for Part 2: Technical.

New Private Jetty Application

Administration Technical Supporting Document

PART 2 : TECHNICAL

TECHNICAL JETTY

Date Jetty Built *

Date of Operation *

Land Coverage * -ac/hect

Length of Jetty * -Lay out

Width of Jetty * -Lay out

Water depth * -Bathymetric

Structure of Jetty * CEMENT IRON WOOD PONTOON OTHERS

Design Per Jetty * L I T

6. To add new wharf click the [New] icon.

Wharf

No.	Action	Usage	Types of Jetty	DWT	GRT	Draft	In Used
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

No. of records display

Page 1 of 0 (0 items)

7. Fill the wharf details and click [Update] icon to save the record.

Wharf

No.	Action	Usage	Types of Jetty	DWT	GRT	Draft	In Used
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Usage

If others, specify

Types of Jetty Fixed Floating Pontoon Slipway Landing Point

DWT

GRT

Draft

In Used

Page 1 of 0 (0 items)

8. Upload supporting document in Part 3: Supporting Document. Select document type, and then click [Choose File] to browse for local file and click on [Add]

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button to upload the document. Successfully uploaded file will display in below list.

New Private Jetty Application * mandatory fields

Administration Technical Supporting Document

PART 3 : SUPPORTING DOCUMENT

Document Type:

File: No file chosen Allowed File Types: .pdf Only
Maximum file size: 2MB

Code	Description	File	Delete
01	Surat TIADA HALANGAN/SOKONGAN dari jabatan kerajaan	<input type="button" value="Download"/>	<input type="button" value="Delete"/>

Page 1 of 1 (1 items)

9. Upon completion, tick on Part 4: Company Acknowledge and then click [Submit] button to submit the application. Click [Save] button to save the application. Then a message will appear to inform that your application has been submitted successfully.

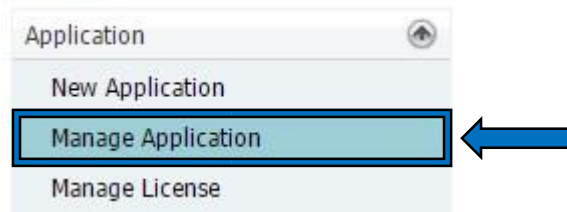
PART 4 : COMPANY ACKNOWLEDGE

I hereby / we acknowledged that all details of information above mentioned is true, with the latest of company information. I agree to notify LPJ immediately, if there are any change in the company information states in this registration form. I, we agree to comply rules and regulation enforced upon from time to time.

3. Manage Application

3.1 Edit Application

1. On [Private Jetty] tab, click on [Manage Application] menu as shown below.









2. This will bring up list of private jetty application:


Manage Application

SEARCH

Application Date Range From To Search

List of Private Jetty Application

No.	Action	Case Number	Company	Created By	Created Date	App Status
1.		LPJ/PJ/16-00007	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	17/05/2016	Draft
2.		LPJ/PJ/16-00006	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Printed
3.		LPJ/PJ/16-00005	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Collected
4.		LPJ/PJ/16-00004	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Printed
5.		LPJ/PJ/16-00003	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Resubmit-New
6.		LPJ/PJ/16-00001	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Collected

Page 1 of 1 (6 items) 

3. Click on [Edit] icon as shown below.

List of Private Jetty Application

No.	Action	Case Number	Company	Created By	Created Date	App Status
1.		LPJ/PJ/16-00007	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	17/05/2016	Draft
2.		LPJ/PJ/16-00006	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Printed
3.		LPJ/PJ/16-00005	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Collected
4.		LPJ/PJ/16-00004	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Printed
5.		LPJ/PJ/16-00003	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Resubmit-New
6.		LPJ/PJ/16-00001	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Collected

Page 1 of 1 (6 items) 

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4. Make changes on the application. Then click [Submit] button to submit the application or click [Save] button to save the application.

Details Private Jetty Application * mandatory fields



Case Number: LPJ/PJ/15-0007



Administration | Technical | Supporting Document

PART 1 : ADMINISTRATION

Location: * @ Pasir Gudang @ FTP
Name of Port: * Port Seagulls
Name of Jetty: * Jetty Seagulls
Name of Landlord: * SEAGULLS FORWARDING AGENCY SDN BHD
Name of License Owner: SEAGULLS FORWARDING AGENCY SDN BHD
Address of License Owner: NO 38A, JALAN SENTOSA 5, BAYU TINGGI, 41300, KLANG, SELANGOR
Telephone: 603-33230311
Facsimile: 603-33238869
Email Address: kofunara@seagullproject.com.my
No. Lot of Land: * 10 Lot
Habitation/Mukim: * Tanjung Surat
District: * Kota Tinggi
Coordinate: * 1.456° N 1.456° E
Cargo Type: Fresh Item

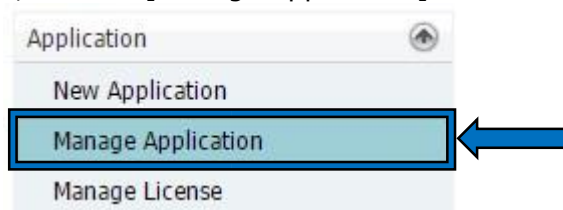
Operator

No.	Action	Name of Operator	Telephone	Facsimile	Email Address
1.	 	Seagulls Operator	077542358	077542358	seagulls@gmail.com

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3.2 View Application




On [Private Jetty] tab, click on [Manage Application] menu as shown below.



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- This will bring up list of private jetty application. To view the application, click on [View] icon of that application.

List of Private Jetty Application

No.	Action	Case Number	Company	Created By	Created Date	App Status
1.		LPJ/PJ/16-00007	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	17/05/2016	Draft
2.		LPJ/PJ/16-00006	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Printed
3.		LPJ/PJ/16-00005	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Collected
4.		LPJ/PJ/16-00004	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Printed
5.		LPJ/PJ/16-00003	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Resubmit-New
6.		LPJ/PJ/16-00001	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Collected

Page 1 of 1 (6 items)

- View the application information.

Details Private Jetty Application

Case Number: LPJ/PJ/16-00001

Administration | Technical | Supporting Document | Verification | Recommendation | Approval

PART 1 - ADMINISTRATION

Location: * Restu Gudang (PTP)

Name of Port: * pasir gudang

Name of Jetty: * seagull jetty

Name of Landlord: * seagull

Name of License Owner: * SEAGULLS FORWARDING AGENCY SDN BHD

Address of License Owner: * 163-306, JALAN SENTOSA 5, BAYU TINGGI, 41200, KLANG, SELANGOR

Telephone: * 603-33293111

Facsimile: * 603-3328869

Email Address: * kshvonefism@projekstb.com.my

No. Lot of Land: * jtd-1234


Habitat/Mukim: * tjs surab

District: * kota tinjau

Coordinate: * 1-496 "N 1-496" E

Cargo Type: * kontena, ikan, lembaran, korbau, bekalan air tawar, makanan kapal, repar kapal, chanding

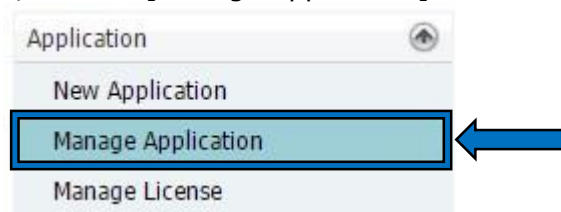
Operator

No.	Action	Name of Operator	Telephone	Facsimile	Email Address
1.		seagull	07-2534000	07-2534000	dirxo@lpj.gov.my

Page 1 of 1 (1 items)

3.3 Resubmit Application

- On [Private Jetty] tab, click on [Manage Application] menu as shown below.



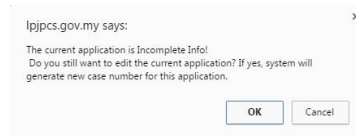
- This will bring up list of private jetty application. To resubmit the application, click on [Resubmit] icon of that application and system will prompt a confirmation message. Click [OK] to continue.

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List of Private Jetty Application

No.	Action	Case Number	Company	Created By	Created Date	App Status
1.		LPJ/PJ/16-00007	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	17/05/2016	Draft
2.		LPJ/PJ/16-00006	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Printed
3.		LPJ/PJ/16-00005	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Collected
4.		LPJ/PJ/16-00004	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Printed
5.		LPJ/PJ/16-00003	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Incomplete Info
6.		LPJ/PJ/16-00001	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Collected

Page 1 of 1 (6 items)



3. Make changes on the application. Then click [Submit] button to submit the application or click [Save] button to save the application.

Details Private Jetty Application

Case Number: LPJ/PJ/16-00008 Previous Case Number: LPJ/PJ/16-00003

Administration Technical Supporting Document

PART 3 : SUPPORTING DOCUMENT

Document Type: [dropdown menu]

File: [Choose File] No file chosen Allowed File Types: .pdf Only Maximum file size: 2Mb [Add]

Code	Description	Date Uploaded	File	Delete
01	Surat TIADA HALANGAN/SOKONGAN dari jabatan kerajaan	09/05/2016	Download	

Page 1 of 1 (1 items)

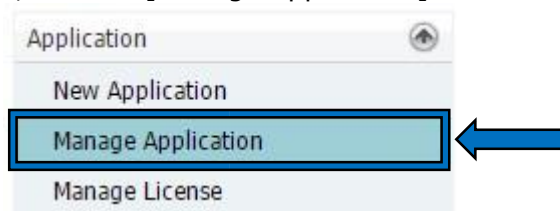
PART 4 : COMPANY ACKNOWLEDGE

I hereby / we acknowledged that all details of information above mentioned is true, with the latest of company information. I agree to notify LPJ immediately, if there are any change in the company information states in this registration form. I, we agree to comply rules and regulation enforced upon from time to time.

Save Submit

3.4 Make Payment






On [Private Jetty] tab, click on [Manage Application] menu as shown below.



2. This will bring up list of private jetty application. To make payment, click on [Pay] icon of that application and system will display payment information.

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List of Private Jetty Application

No.	Action	Case Number	Company	Created By	Created Date	App Status
1.		LPJ/PJ/16-00008	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	17/05/2016	Approved
2.		LPJ/PJ/16-00007	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	17/05/2016	Draft
3.		LPJ/PJ/16-00006	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Printed
4.		LPJ/PJ/16-00005	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Collected
5.		LPJ/PJ/16-00004	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Printed
6.		LPJ/PJ/16-00001	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Collected

Page 1 of 1 (6 items)

- Then, Click on [Pay Now] button to proceed with payment.

Make Payment

APPLICATION INFORMATION

Application Information

Case Number : LPJ/PJ/16-00008
Application Date : 17/05/2016
Approved Date : 17/05/2016
Company : SEAGULLS FORWARDING AGENCY SDN BHD

PAYMENT INFORMATION

Payment Information

Amount (RM) : * 5,000.00

- System will display a pop up information about the payment. Select the type of payment. Then click on [Proceed for Payment].

Case Number : LPJ/PJ/16-00008
Company Name : SEAGULLS FORWARDING AGENCY SDN BHD
Jetty Name : seagull jetty
Amount(RM) : 5000.00
GST : 0.00
Total Amount(RM) : 5000.00
Payment Type : Personal Account Corporate Account

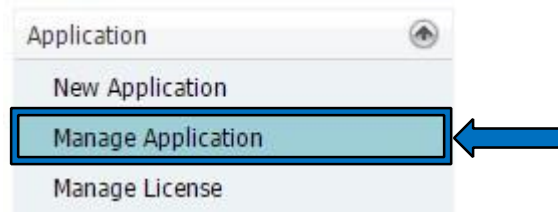
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5. Upon successful transaction, system will display a receipt for the payment.

LEMBAGA PELABUHAN JOHOR JALAN MAWAR MERAH 2 PUSAT PERDAGANGAN PASIR GUDANG 2 81700 PASIR GUDANG, JOHOR DARUL TAKZIM Tel : 607-253 4000 Fax : 607-251 7684 Web : http://www.lpj.gov.my/ No Pendaftaran GST : 001264918528		TARIKH : 17 MAY 2016 NO.RESIT : HQLM00013 KOD PTJ/DANA : HQ
RESIT RASMI		
DITERIMA DARIPADA	: SEAGULLS FORWARDING AGENCY SDN BHD	
ALAMAT	: NO 38A, JALAN SENTOSA 5, BAYU TINGGI, 41200, KLANG, SELANGOR	
UNTUK BAYARAN	: Private Jetty (12 Month)	
RINGGIT MALAYSIA	: Lima Ribu Ringgit Sahaja	
RM	: 5000.00	
CARA BAYAR / RUJUKAN	: 1601151158035061	
GST (6%)	: 0.00	
Computer generated.No signature is required.		

3.5 View License

On [Private Jetty] tab, click on [Manage Application] menu as shown below.



2. This will bring up list of private jetty application. To view the license, click on [License] icon of that application and system will display the license.

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List of Private Jetty Application

No.	Action	Case Number	Company	Created By	Created Date	App Status
1.		LPJ/PJ/16-00008	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	17/05/2016	Approved
2.		LPJ/PJ/16-00007	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	17/05/2016	Draft
4.		LPJ/PJ/16-00006	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Printed
4.		LPJ/PJ/16-00005	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	11/05/2016	Collected
5.		LPJ/PJ/16-00004	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Printed
6.		LPJ/PJ/16-00001	SEAGULLS FORWARDING AGENCY SDN BHD	Ahmad Dahlan	09/05/2016	Collected

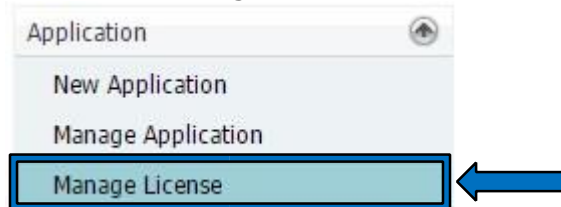
Page 1 of 1 (6 items) 



4. Manage License

4.1 View License Information




1. On [Private Jetty] tab, click on [Manage License] menu as shown below.




2. This will bring up list of private jetty license. To view the information, click on [View] icon of that application.

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List of License

No.	Action	License Serial No.	Company	Date Issued	Date Expiry	Date Collected	App Status
1.							
2.			SSS Company	01/01/2017	31/12/2017		Suspended
3.			SSS Company	01/01/2016	31/12/2016		Approved
			SSS Company	01/01/2016	31/12/2016		Cancelled

Page 1 of 1 (3 items) 

3. View the license information.

View License * mandatory fields.

LICENSE INFORMATION

License Information

License Serial Number

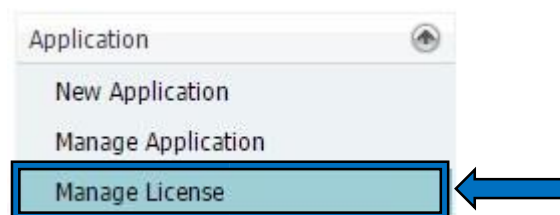
Company

Date Issued

Expiry Date

4.2 License Renewal

On [Private Jetty] tab, click on [Manage License] menu as shown below.



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- This will bring up list of private jetty license. To renew the license, click on [Renew] icon of that application.

List of License

No.	Action	License Serial No.	Company	Date Issued	Date Expiry	Date Collected	App Status
1.			SSS Company	01/01/2017	31/12/2017		Suspended
2.			SSS Company	01/01/2016	31/12/2016		Approved
3.			SSS Company	01/01/2016	31/12/2016		Cancelled

Page 1 of 1 (3 items)

- The system will display private jetty renewal application page. Fill all the mandatory fields. Click on button [Save] to save the renewal application or [Submit] to submit the application.

Private Jetty Renewal Application

Administration Technical Supporting Document

PART 3 : SUPPORTING DOCUMENT

Document Type: [Dropdown]


File: [Choose File] No file chosen Allowed File Types: .pdf Only Maximum file size: 2Mb [Add]

Current Attachment Listing

Code	Description	Date Uploaded	File	Delete
No data to display				

Page 1 of 0 (0 items)

Previous Attachment Listing

Code	Description	Date Uploaded	File	Delete
03	Salinan Lesen Enakmen Air 1921	06/05/2016	Download	

Page 1 of 1 (1 items)

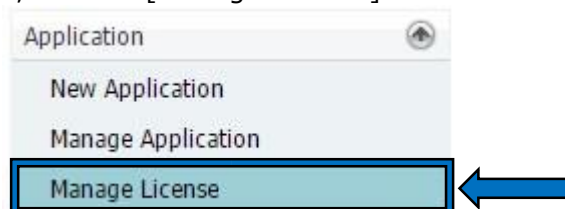
PART 4 : COMPANY ACKNOWLEDGE

I hereby / we acknowledged that all details of information above mentioned is true, with the latest of company information. I agree to notify LPJ immediately, if there are any change in the company information states in this registration form. I, we agree to comply rules and regulation enforced upon from time to time.

[Save] [Submit]

4.3 View License

- On [Private Jetty] tab, click on [Manage License] menu as shown below.



- This will bring up list of private jetty license. To view the license, click on [License] icon of that license and system will display the license.

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List of License

No.	Action	License Serial No.	Company	Date Issued	Date Expiry	Date Collected	App Status
1.			SSS Company	01/01/2017	31/12/2017		Suspended
2.			SSS Company	01/01/2016	31/12/2016		Approved
3.			SSS Company	01/01/2016	31/12/2016		Cancelled

Page 1 of 1 (3 items) < [1] >

