



شركة قلابوهن موارا سنديرين برحد

SYARIKAT PELABUHAN MUARA SDN. BHD.  
MUARA PORT COMPANY SDN. BHD.  
(RC20001628)

(Incorporated in Brunei Darussalam)

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**NOTICE**

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Ref : COO/NOTICE/2021/05

To : All MPC Employees

C.C : Chief Executive Officer  
Chief Financial Officer  
Heads of Departments

Subject : MPC COVID-19 MEASURES [CONT.] DURING TRANSITION PHASE OF  
NATIONAL COVID-19 RECOVERY FRAMEWORK

Date : 16 November 2021

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Dear Concerned,

Reference to the Transition Phase of the National COVID-19 Recovery Framework by the Prime Minister's Office (PMO) of Brunei Darussalam announced on 9<sup>th</sup> November 2021 (refer Attachment 1), MPC Management would like to highlight to all employees that **effective 19<sup>th</sup> November 2021**:

- a) MPC Employees must be fully vaccinated (at least 2 doses).
- b) To scan Bruhealth QR Code (only Green and Yellow Codes are permitted), undergo temperature check and to wear face mask prior entering all MPC premises including Muara Conventional Terminal (MCVT) and Muara Container Terminal (MCT).
- c) To exercise COVID-19 Preventative Measures at all times such as wearing of mask, maintain social distance, ensure personal hygiene (sanitization and washing of hands) and ensure ventilation in offices.
- d) Mass gathering is prohibited at all times in MPC premises. Office meetings shall be at limited numbers (maximum 50% of room capacity). It is **strongly** recommended to conduct meetings via other means such as virtual or teleconference.
- e) To report respective health status daily to Administration Department and respective Department Manager before coming for duty.
- f) MPC frontliners **must** wear surgical masks at all times (i.e. MCT and MCVT Operation, Control Centre, HSSE and employees working at the reception and counter who deal with clients and stakeholders).
- g) MPC frontlines shall undergo PCR or ART test **once (1) in a week**. The rest of the employees shall undergo PCR or ART test **once every two (2) weeks**. Respective Department Managers are responsible to monitor and ensure the above are carried out.
- h) ART tests shall be conducted by designated personnel appointed by respective Department Managers.
- i) ART kits can be obtained from the Administration Department. ART test results must then be shared to Administration Department to [suriayani.abas@muaraport.com](mailto:suriayani.abas@muaraport.com) and [hseunit@muaraport.com](mailto:hseunit@muaraport.com) via email. ART test results template is as attached (Attachment 2) and can be downloaded from MPC website.

- j) "Disinfect to Contain COVID-19" campaign shall be maintained and conducted on every Friday, 3pm.

For further information and clarification, please contact Ghazali Zulkiflie at +673 8137843 or [ghazali.zulkiflie@muaraport.com](mailto:ghazali.zulkiflie@muaraport.com). Failure to comply may lead to disciplinary actions by the Management.

Let us do our part to keep MPC safe.

Best regards,



**FAZILAH YASSIN  
CHIEF OPERATING OFFICER  
MUARA PORT COMPANY SDN BHD**