



## Process Clearance In & Clearance Out Millennium 806 Use the Application B-SIM by PT. Putra Samudera Inti in the Area Free Trade Zone Batam

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**Abstract:** PT. Putra Samudera Inti Batam carried out the arrival and departure process for the Millennium 806 ship using the B-SIM application in the free trade zone area. Apart from that, the author also wants to know more about the process regarding the arrival and departure of the Millennium 806 ship using the B-SIM application. The method used in data collection is the field research method which consists of observation and interviews and the library research method. According to the process, the agent must ensure that the ship's next destination is the port in the Batam area, the agent completes the ship arrival request documents because before the ship arrives the agent must submit a ship arrival request or Ship General Statement (PUK), upload the documents into the B-SIM application, carry out verification to ensure that the data entered is correct until the fund hold is issued. After the activity is completed, the agent realizes the invoice in full to pay off the port service fees for the ship's departure. Agents always maintain good relations with other shipping companies and related agencies. With this good relationship, the process of managing the activities to be carried out by the ship can be maintained smoothly. Apart from that, the obstacle that occurs when requesting the ship's arrival and departure process is checking whether the note has been closed or whether the previous payment has not been paid. The arrival and departure process for ships using the B-SIM application must be carried out for every ship entering the Batam Free Trade Zone area and is carried out in accordance with applicable government regulations.

**Keywords:** Clearance In, Clearance Out, Application B-SIM

### INTRODUCTION

Every ship that will enter a port or dock at a port pier must have permission from the authorities at the port. Nowadays, free trade has become an economic concept used by many countries in the world, including Indonesia. One of the provinces in Indonesia which also has territories and areas that can be used as industrial sites and ports as trading places with different legal regulations is the Riau Islands Province – Batam

According to Government Regulation Number 46 of 2007, the Riau Islands Province determines the Batam area as a Free Trade and Free Port area where every item that arrives is not subject to customs fees from the Customs & Excise Authority. Batam is designated as a Free Trade Zone and is handled exclusively by the Port Office (KANPEL) or what is usually called BP Batam.

Requirements for obtaining permits for the arrival and departure of ships entering ports or berthing at docks include having to pay fees related to port fees set by the government in accordance with the Batam Free Zone and Free Port Concession Agency NO. 27 of 2021. In

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PERKA CHAPTER I Article 5 No. 1 stated that all types of port service activities are billed in Rupiah (RP), so the notes that arise later are no longer in US\$ but in Rupiah (RP).

Along with this, this has resulted in the provision that every port service user must be charged a port service tariff by BP Batam via the Host To Host method implemented in the B-SIM Application.

## **THEORETICAL FRAMEWORK**

1. According to Nana Suryapermana (2017; 185) A process is a planned activity. And this process is a series of activities whose goal is a sequence of events that increases or decreases over time. From the quote above, it can be concluded that the process is a series of steps or actions carried out carefully to achieve the expected and previously planned goals.
2. According to D.A Lasse (2014; 26) Arrival and departure (Clearance In and Clearance Out) is the arrival (Clearance In) receiving information from the ship in the form of a master ship or news from the Coastal Operations Radio Station, then the shipping company submits the arrival to the customer service application according to its duties. and respective functions To, port or terminal operators for ship and goods facilities; then, Customs, Immigration, Quarantine (CIQ) and Scouting agencies for dealer and tugboat scout personnel. Departure (Clearance Out) is a ship leaving that takes place after all related elements have given Clearance according to their respective fields that the ship, cargo and passengers fulfill the security and safety provisions (comply) and that all the required obligations have been declared fit for sailing, then the Harbor Master gives Port Clearance.
3. According to the Circular Letter of the Director of Port Business Entities Number 9 Tahin 2021, the B-SIM Application is an application that will be used as a portal for the release and entry of goods from and to the Port. Batam – Seaport Information Management System (B-SIM) has reliable data where each entity will have mutually integrated data so that the management of goods in and out can be made easier.

## **RESEARCH METHODS**

### **1. Field Method (Field Research)**

#### **a. Observation (Observation)**

In this observation method, the author went directly into the field to observe the process of managing the arrival and departure of port services using the B-SIM application at the BP Batam Office.

b. Interview (Interview)

In this technique the author conducts verbal interviews with employees and employees of PT. Putra Samudera Inti to obtain information and information relating to the arrival and departure process of the Millennium 806 Ship using the B-SIM Application.

**2. Library Method ( Library Research )**

The author used the Library Research method to obtain data by reading books in the Medan AMI POLTEK library as well as the Medan Indonesian Maritime Adiguna Polytechnic guidebook which was related to the discussion of the author's paper. This method helps writers provide information regarding terms and explanations that cannot be explained in field research.

**RESULT AND DISCUSSION**

**A. Process Clearance In & Clearance Out For The Millennium 806 Using the B-SIM Application in the Batam Free Trade Zone Area**

**1. Process Before Clearance In Millennium 806**

The B-SIM application is also a port management information portal which is an information system covering port operations and services within the Batam Port Business Entity, which includes all port service costs, this is because Batam is a Free Trade Zone (FTZ) area.

Before the arrival of the Millennium 806 Ship, the process for applying for port services for the Millennium 806 Ship on the B-SIM Application which is connected to the Inapornet System in Batam is as follows:

- 1) The agent fills in the arrival notice of the Millennium 806 in the Inapornet system by uploading the Letter of Appointment document from the Owner and PKKA (Appointment of Foreign Ship Agency) and the agent can submit the arrival notice until it is approved.
- 2) After the ship's arrival notification is approved by the Harbormaster, you will receive a Ship Arrival Notification Number which will be used as data for submission to the B-SIM Application.

**2. Process After Clearance In Millennium 806**

After the Millennium 806 arrives, the PKK has been approved, therefore the B-SIM application will display a service application service. From here the agent can

open the B-SIM application until the docking and arrival service notes that have been approved for the Millennium 806 will appear.

So there are several mandatory arrival operations, namely uploading documents for each service on the B-SIM Application, namely as follows :

1. Request for ship arrival

Request Letter for the Arrival of the ship made with the Company Letterhead of the appointed agent containing ship data and arrival time of the Millennium 806 ship.

2. Page Form Ceklist

Form Ceklist is a document obtained from the port office which is used to fill in any documents that we attach to submit docking and mooring fees. Apart from that, in the checklist the agent must fill in the bank details of the company, pilot company and tug company that will be used to berth the ship.

3. Form Activity application for Ships (1A)

Form 1A made by the Batam Free Trade Zone and Port Management Agency. The agent must fill in complete data according to form 1A including selection of bank use, ship name, ship flag, owner, general agent in Indonesia, ship status, ship type, ship contents, ship length (Overall Length), ship dead weight (Dead weight), port of origin, port of destination, docking date and mooring date.

4. Form General Ship Statement (PUK)

In accordance with the abbreviation, PUK is General Ship Statement, this form contains a general statement of the ship that will come and be agented, like form 1A, we also complete the PUK form as a system requirement for holding funds on port service notes..

5. Letter Of Appointment / Letter Of Appointment

Letter Of Appointment is a letter made by the ship owner to the designated shipping company agent who will be the agent for the ship.

6. Ship Registry

The Ship Registry contains a statement of the ship's nationality, so on the basis of this letter the ship has the right to fly the flag of the country that issued the certificate and has the right to receive legal protection from the country that issued it.

7. Ship Tonnage

Ship Tonnage is a ship certificate that explains the ship's documents which explain more about the dead weight of the ship, the maximum cargo weight of the ship that

can be carried, the length of the ship, the width of the ship, the draft of the ship, and the dimensions of the ship.

8. Last Port Clearance / Last Port Clearance

Last Port Clearance is a letter issued by the port stating that the ship has departed from the port of call according to the voyage memo.

9. Crew List / Crew List

is an official list containing the names of the crew members along with their respective positions on board the ship and crew data.

Sete After we upload the documents that are mandatory for anchoring and mooring services in the application, we have to wait for the process and status stages from several levels in the application such as :

1. Registration by Agent
2. Verification by PPAT
3. Verification by Financial Manager
4. Verification by Hand Section
5. Verification Hold Fund
6. Issuance of Proof of Holding Funds

The success of the process after the ship's arrival is the issuance Hold Fund of the Millennium 806 Ship's docking and mooring service note by the officer on the B-SIM Application. The ship's status on the application will change to Fund Hold Verification and the balance on the account used will be held..

The success of the process after the arrival of the ship is the issuance of Proof of Fund Holding of the Millennium 806 Ship docking and mooring service note by the officer on the B-SIM Application, the status of the ship in the application will change to Fund Hold Verification and the balance on the account used will be held.

**3. Implementation Of The Clearance Out of the Millennium 806**

1. The agent prepares several documents supporting the realization for the issuance of an invoice in full which states that the note has been paid in full and is fit for departure, namely as follows :

a. Form Hold Fund

Form Hold Fund This is a temporary Fund Hold by BP Batam on the B-SIM Application. This form is published on the B-SIM Application which can be downloaded.

b. Realization Request Letter

This letter was made using the agent's letterhead containing the estimated departure of the Millennium 806 Ship, data and the duration of the ship's activities while in the Batam Sea..

The agent submits the realization by uploading documents supporting the realization on the B-SIM Application and contacting the Satuan Kerja (SATKER) to carry out the realization on the port service note.

2. Next, the agent checks the realization which has been verified by the SATKER section.
3. The final step after carrying out the realization is that the agent immediately contacts the Paid Invoice section to issue an invoice.

**4. Management after departure of the Millennium 806**

After the ship's departure, the agent must carry out a Close Note (Close PUK), which is the final stage of the process after the ship's departure, where all the ship's notes have been paid in full and departed. Therefore, the files that will be uploaded to the B-SIM Application to carry out a Close Note are as follows :

A. Port Services Payment Note

The Full Payment Certificate obtained from the B-SIM Application contains a Note on the anchoring and mooring services that have been declared pay off the costs combined in 1 file.

B. Port Clearance (PC)

Port Clearance is a document issued by Syabandar on the inportnet system for every ship that will leave the local port which is issued if the port service notes have been paid in full and have met other requirements.

## **CONCLUSION AND RECOMMENDATION**

### **Conclusion**

Process Clearance In & Clearance Out Millennium 806 Use The Application B-Sim By Pt. Putra Samudera Inti In The Area Free Trade Zone Batam has been running smoothly and has fulfilled the SOP provisions set by KANPEL BP Batam.

### **Recommendation**

Based on the conclusions above, to expedite the Clearance In & Clearance Out process of the Millennium 806 Ship, the author presents several suggestions as follows:

- 1) For PT Agents. Putra Samudera Inti Batam must pay attention to every process so that it complies with applicable regulations and improves good relations and cooperation with related agencies.
- 2) For each BP Batam SATKER to further increase speed and accuracy in the realization of Service Notes on the B-SIM Application.

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