Guideline/Standard Operating Procedures (SOP) to resume operations during CMCO

- Declaration Submission to MITI
- List of prohibited Activities
- MKN SOP Compliance
- Sample of Useful Health Screening Form
- Submission of JKKP Daily Report
- Program Saringan Prihatin Perkeso (PSP)
Submission of Company Declarations via CIMS 3.0 (MITI)

The objective of this Declaration is to record company information and its commitment to compliance with the SOP.

Declaration is not mandatory but on voluntary basis. Voluntary compliance will assist in promoting customers’ confidence in your company.

Who can submit?

- Companies which activities are not in the list of prohibited activities stipulated by the National Security Council (MKN).
- Companies that have applied to MITI via CIMS 2.0 regardless of the application results do not need to submit the notification.

How to submit?

- Companies can submit through CIMS 3.0 at notification.miti.gov.my
- Submission is open from 4 May to 12 May 2020

Upon submission, company can download a confirmation letter containing a QR code. The letter can be displayed on their premises as a sign that your company is fully committed in compliance with the designated SOP.

Further information may refer to

- A Guide to submit Company Declaration via CIMS 3.0
- 5 Fakta Tentang Pengisytiharan Syarikat Kepada MITI
List of Prohibited Activities

1. **Entertainment and Recreation**
   - Cinemas, karaoke centres, theme parks, museums, busking, reflexology center, Entertainment center, night club

2. **Festivals, Parades and Gathering**
   - Religious parade
   - Religious activities at mosques and houses of worship
   - Anniversary celebrations of Security Forces (Parades)
   - Hari Raya celebration except with immediate family members
   - Government and private monthly assemblies
   - Opening ceremony

3. **Conferences and Exhibitions**
   - Career Expo, wedding Expo, promotions and travel packages, sales carnival and any types of conferences that involves large groups

4. **Education**
   - All schools (primary / secondary) and public/private institutions of higher education remain closed until further notified
   - Sports during school sessions, face-to-face co-curriculum activities, any form of school gathering or events that requires gatherings of more than 10 people

5. **Sports**
   - Tournaments ad competitions that involves audience or supporter (stadium)
   - Outdoor sports involve more than 10 people such as running, bike riding, motorcycle convoy and more
   - All form of indoor sports such as gymnasiumpools
   - Swimming pools
   - Contact sports such as rugby, boxing, soccer and basketball

6. **Social Activities**
   - Feast, Majlis Berbuka Puasa, weddings and anniversary celebrations, open house, social & cultural events (Eg: Gotong–royong, talks, visits etc)

7. **Transportation**
   - Cruise

8. **Businesses /vendors with or without premises/markets in buildings, markets without premises, grocery stores/ stores selling assorted food and drinks**
   - Having too many customers at a time (subject to 1m social distance), Ramadan bazaar, Hari Raya bazaar, sales carnival
List of Prohibited Activities (cont)

9. **Employee-centred accommodations (CLQ)/hostel / worker dormitories in manufacturing and other sectors**
   - Receiving visitors, socialising and group sports activities, Prayer events/ activities of worship

10. **Installation and maintenance of machinery (lift, escalators, boilers, etc.) for service sector / tower cranes at construction sites**
    - Perform work in group of more than 10 people

11. **Boutiques and fashion accessories**
    - Dress fitting

12. **Laundry (self-service laundry)**

13. **Face-to-face talks/ seminar /courses/ training**

14. **Certification Activities for Agri-commodity**

15. **Barber shop and beauty salons**

16. **Banking and Financial Services**
    - Sales and marketing activities outside of premises of the institution, or at any public places, are not permitted at this time until further notice.

17. **Forest Management**
    - Forest ecotourism and forestry training

18. **Mining and Quarrying**
    - New Application for theory and practical tests of explosion

19. **Farming and Agriculture**
    - Client’s days, farm products sale days, fruits festivals, courses and seminars, agriculture institutions’ convocations, as well as auctions of farm products like chicken, meat and eggs

20. **Fisheries**
    - Recreational fishing activities, Marine Park Center, exhibitions and aquariums

21. **Creative Arts**
    - Filming, Events/ concerts/ programs involving the public in studio or public places

22. **Culture and arts**
    - Any exhibition that involves interactions between visitors and artists

23. **Tourism and Hotel**
    - Use of hotel facilities such as prayer areas, gyms, spa, sauna, lounge, swimming pool, meeting room, seminar hall, training room, restaurant and café (For buffet purpose)

Further information may refer to

🔗 Senarai aktiviti yang dilarang.pdf
SOP for Resume Operations during CMCO

- SOP Resume Operations (Introduction)
- List of Prohibited Activities

Industries' SOP

- Manufacturer
- Retail
- Food & Beverage
- Professional Service
- Legal & law
- Financial
- Pawn & Credit Cooperatives
- Construction
- Security
- Medical
- Education
- Childcare
- Social Care Centre
- Telecommunication & Internet/ Post & Courier /Broadcast/ IT/ E-commerce
- Transportation & Logistics
- Hotel & Exhibition
- Hostel, Crane & machinery installation and maintenance
- Sport & Recreational
- Defence
- Agrikomoditi
- Agriculture
- Environment (Waste management, water supply)
- Oil & Gas
- R&D and Test labs
- Electrical Supply
- Forestry/ Mining & Quarrying/ Electricity
- Ministry of Housing and Local Government
- Neighbourhood
Sample of useful health screening form

Attachments
- Health Screening Declaration Form
- Staff Health Condition Record

Submission of JKKP Daily Report

The JKKP daily report is aim to ensure the company which resume operations during MCO has comply with the designated SOP.

Who can submit?

All sectors which are allowed to operate have to submit daily report to JKKP on daily basis (no require to submit if not operating)

1 report for 1 operating location (although there is only 1 worker is on duty)

The daily report can be submitted via
- Login to notification.miti.gov.my > Dashboard > Laporan Harian Program Pencegahan Wabak Covid-19 Di Tempat Kerja OR
- Submit via JKKP http://survey.dosh.gov.my/laporanhariancovid19/
PERKESO Prihatin Screening Programme (PSP)

PERKESO Prihatin Screening Programme (PSP) is a screening program provided to employees of the companies which have been granted approval to resume their operations during the Movement Control Order period (MCO). This objective of this program is to assist the government in controlling the spread of COVID-19 pandemic in the companies that have resume operations.

The COVID-19 testing is provided FREE OF CHARGE for employees registered with Perkeso including foreign workers. Cost will be fully borne by Perkeso.

The screening will be carried out by healthcare service providers selected by SOCSO who adhere to guidelines set by Ministry of Health (MOH). List of the healthcare service providers available nationwide can be accessed at the PSP PERKESO portal at https://psp.perkeso.gov.my/psp-service-provider.html

Registration to be done online by the employee at PSP PERKESO portal at https://prihatin.perkeso.gov.my

The test results for the Phase 1 screening will be known within 48 hours after testing via PSP PERKESO portal. The test results are CONFIDENTIAL and made known ONLY to the employee, healthcare service provider and PERKESO. Employees can share the test results with their employers. MOH would be immediately notified by the healthcare service provider if the test result is positive.

Further information may refer to

👩‍⚕️ Program Saringan Prihatin
👩‍⚕️ Garis Panduan PSPP Fasa Pertama .pdf

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