

**Procedure For The Application For
Certificate Of Insurance For The International Convention
On Civil Liability For Oil Pollution Damage, 1969 (CLC)
(Malaysia)**

i) Official application letter for the CLC certificate from the shipowner/management to the:-

Director General of Marine,
Marine Department Headquarters,
Peninsular Malaysia,
Jalan Foreshore,
42007 Port Klang,
Selangor.
(Attn. to: - Head of Enforcement Unit).

ii) Original copy of the certificate of insurance from the respective **P&I Club ("P&I Club Bluecard")** with the written address to the :-

Director General of Marine,
Marine Department Headquarters,
Peninsular Malaysia,
Jalan Foreshore,
42007 Port Klang,
Selangor,
Malaysia.

iii) A copy (photostat) of Certificate of Ship's Registry. (* - see note below)

iv) Fees in the amount of **RM 100** for **EACH** certificate made payable to the :-

"Director General of Marine, Peninsular Malaysia".

Payment can be made by: -

a) Bank Draft;

b) Postal Order;

c) Money Order;

d) Company cheque - accompanied by a copy of the bank guarantee letter which the company shall register with the Marine Department Headquarters, Financial Unit.

v) A copy (photostat) of any relevant certificate(s) (if any).

Notes: -

a) * only applicable for the newly registered ship or any changes made to the

certificates (e.g. shipowner, address, P&I Club, details of ship e.t.c)

For **RENEWAL**, the applicant(s) shall submit a copy (photostat) of previous certificate.

b) Processing of the certificate shall be at least 4 to 5 working days.

c) Any incomplete application will not be attended to.