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| Departemen_Perhubungan.wmf | FORM SKENARIO  LABORATORIUM/SIMULATOR/  WORKSHOP | NomorDokumen : FM.USW.01.02a |
| Tgl. Ditetapkan : 18 Oktober 2017 |
| Revisi No : 00 |
| Tgl. Diberlakukan : 19 Oktober 2017 |
| Made By : | Reviewer : |
| PIP SEMARANG | LAKSMI SETYORINI, S.Pd, M.Si | KRISTIN ANITA INDRIYANI, S.ST, M.M |

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| Type Facilities :   * Laboratorium * Simulator * Other | Name Laboratorium/ Simulator/ Other :  Simulator Port and shipping |

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| **Program** | Prosedur Membuat L/C dari Cargo Quotation |
|  | The procedure of making L/C from cargo quotation |
| **Kompetensi**  **Competency** | Membuat L/C dari transaksi penawaran barang  Making L/C from offer cargo transaction |
| **AIM of Exercise** | Taruna mampu melaksanakan proses prosedur pembuatan L/C dari transaksi penawaran cargo oleh importir |
|  | cadets are able to do the process of making L/C procedure including the offer of cargo transaction from the Importir |
| **Objective** | Taruna dapat melaksanakan prosedur proses kegatan transaksi penawaran carg oleh importer dengan L/C atau tanpa L/C  cadets are able to do the procedure of offer cargo transaction from the Importir using or without L/C  Taruna dapat membuat dokumen-dokumen pengurusan pengambilan muatan (dari gudang / truck langsung)  cadets are able to do the procedure of offer cargo transaction from the Importir using or without L/C |
| **Exercise condition** | 1. Dokumen-dokumen muatan   Cargo documents   1. DO 2. SPKH and KT1 3. BPRP 4. SPPB |

**INITIAL INFORMATION**

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| **WIND** | | **CURRENT** | | **SEA STATE** | |
| Direction |  | Direction |  | Direction |  |
| Speed |  | Speed |  | Speed |  |

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| **Briefing** | 10 Minutes |
| **Exercise Duration** | 120 minutes |
| **Debriefing** | 10 Minutes |

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| **Criteria** |  |  |  |  |

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| **No** | **Time Frame (mts)** | **Activity** | **Result** | | **Weight** | **Mark** | **Actual Time** | **Remark** |
| **Y** | **N** |
|  | **0** | Tugas Buyer  Buyer task list |  |  | 5 |  |  |  |
| **1** | ***+ 2.5*** | Meminta FF untuk pengurusan pengambilan cargo  Ask FF for the cargo retrieval |  |  |  |  |  |  |
| **2** | ***+ 2.5*** | FF task lists   1. Memeriksa permintaan pengurusan pengambilan muatan   Checking the cargo handling request   1. Meminta penerbitan DO ke shipping Line dengan menyertakan BL sebagai bukti kepemilikan muatan   Ask the publishing Diessel Oil (DO) to Shipping Line including by BL as proof ownership of the cargo. |  |  | 10 |  |  |  |
|  | **5** | Tugas karantina  quarantine task list   1. Menerima permintaan PPK Hewan / tumbuhan sebagai muatannya   Received the request of animal PPK / plant as a cargo   1. Menerbitkan SPKH dan KT1   Publish SPKH and KT1   1. Mengirim SPKH dan KT1   Sending SPKH and KT1 |  |  | 10 |  |  |  |
| **3** | ***+ 2.5*** | Tugas Shipping Line  Shipping line task lists   1. Memeriksa permintaan penerbitan DO dari FF   Checking the request of publish DO from FF   1. Menerbitkan DO   Publishing the DO   1. Mengirimkan DO   Sending the DO |  |  | 10 |  |  |  |
| **4** | ***+ 2.5*** | Tugas Freight forwarder (FF)  FF task lists:   1. Memeriksa DO dari shipping line   Checking the DO from shipping Line   1. Mengurus pengeluaran barang ke PBM   Handling the cargo discharge to PBM |  |  | 10 |  |  |  |
|  | ***+ 2.5*** | Tugas PBM  PBM task : menerbitkan bukti pemakaian ruang penumpukan (BPRP) dan dikirim ke FF  Publish the BPRP and send to FF |  |  | 5 |  |  |  |
|  | **10** | Tugas FF  FF task list:   1. Melakukan pembayaran BPRP ke bank   Make a payment for BPRP to the bank   1. Mengirim bukti pembayaran/struck transfer to PBM   Send the proof of payment/struck transfer to PBM |  |  | 10 |  |  |  |
| **5** | ***+ 3*** | Tugas PBM  PBM task :   1. memfiat DO   Fiated the DO   1. Mengirim DO (PBM fiated) ke FF   Send DO (PBM Fiated) to FF |  |  | 10 |  |  |  |
| **6** | ***+2*** | Tugas FF  FF TASK :  Mengurus Pemberitahuan Impor Barang (PIB) ke Custom / Bea Cukai dengan melampirkan dokumen-dokumen muatan (invoice, packing list, DO (PBM Fiated), SPKH dan KT1  Handle the PIB to Custom/Bea Cukai by attaching the cargo documents (invoice, packing list, DO (PMB Fiated), SPKH and KT1 |  |  | 10 |  |  |  |
| **7** | ***+2*** | Tugas custom  Custom task lists:   1. Memfiat DO dan PIB   Fiated DO and PIB   1. Menerbitkan surat perintah pengeluaran barang (SPPB)   Publish the SPPB   1. Mengirim DO (fiated), PIB (fiated) dan SPPB ke FF   Send the DO, PIB and SPPB to FF |  |  | 10 |  |  |  |
| **8** | ***+ 2*** | Tugas Freight forwarder  Freight Forwarder task  memeriksa kiriman DO, PIB dan SPPB dari Custom  Check the DO, PIB and SPPB from custom |  |  | 10 |  |  |  |
|  |  |  |  |  | **100** |  |  |  |

\*Critical performance below must get record **“Yes”** mark will lead the final result to mark **FAIL**

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| **No** | **Critical Performance** | **Y** | **N** |
| 1 | Dokumen-dokumen muatan apa saja yang harus dipersiapkan dalam kegiatan bongkar muatan dari kapal ? (10)  What kind of document should be prepare for loading and disharging of the vessel? (10) |  |  |
| 2 | Sebelum melaksanakan kegiatan bongkar muatan dari kapal, PBM mempersiapkan apa saja dalam perencanaan pembongkaran ? Diskripsikan dengan contoh muatan yang akan dibongkar dan type kapalnya ! (30)  Before loading and discharging activity from the ship,What kind of preparation should be done by PBM? Please describe with the sample of discharging cargoes and type of the vessel (30) |  |  |
| 3 | Apa tujuan dari shipping line membuat NOR dalam kegiatan bongkar/muat ? (10)  What is the purpose of NOR by the Shipping Line in dischage/loading activity? (10) |  |  |
| 4 | Dalam pelaksanaan bongkar muatan, dari pihak PBM membuat dokumen apa saja sebagai bukti muatan yang dibongkar sesuai dengan manaifest? Jelaskan kegunaan dokumen tersebut? (25)  In Loading and discharging activity , What kind of documents should be prepare by PBM as the evidence of manifest? Please explain about of that document? (25) |  |  |
| 5 | Jika dalam pelaksanaan pembongkaran muatan dari kapal dan dalam pelaksanaannya terdapat gangguan (cuaca dan kecelakaan), apa yang harus dilakukan oleh PBM ? (25)  If there's some problem in vessel about loading and discharging activity (Weather and accident) what should PBM's do? (25) |  |  |

**Time factor**

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| <30 minutes = 1 | 31 – 40 minutes = 0.9 | 41 – 50 minutes = 0.8 | >50 minutes = 0.5 |

**Total Time : ………………minutes Time Factor : …………….**

**Total Score : Total Mark X Total Factor = …………… x ……………. = …………….**

**Final Result : PASS / FAIL ( Passing Grade = 70 )**