



LEMBAGA PELABUHAN-PELABUHAN SABAH

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File : LPPS 100-4/4

Date : 26th May 2026

**SABAH PORTS AUTHORITY
PORT CIRCULAR NO. 04/2026**

**TO : PORT USERS
SHIPPING & LOGISTIC COMMUNITY
GOVERNMENT AGENCIES**

**SUBJECT : EARLY SUBMISSION OF SHIPPING DOCUMENTS FOR EARLY
CARGO CLEARANCE AND TIMELY COLLECTION OF
CONTAINERS DURING PUBLIC HOLIDAY PERIOD**

1. ADVISORY NOTICE

- 1.1 This Advisory Notice is hereby issued to all stakeholders for the purpose of ensuring proper planning, coordination and continuity of port operations during the long holiday period from 30th May 2026 to 3rd June 2026.
- 1.2 Port data shows that there is often accumulation of containers at the Container Yard during long festive or holiday season, caused by continuous incoming containers from vessels while clearance of import containers from port are low, largely because most consignees / truckers / hauliers / forwarding agents are not operating during the holiday period. The accumulation of containers at SBCP Container Yard during the holiday period will result in heightened congestion and bunching at the Gate and Container Yard when port users resume work after the holiday.
- 1.3 SPA seeks the cooperation of all stakeholders to play their part and take all necessary measures to mitigate the above scenario to an already congested SBCP container yard.

2. EARLY SUBMISSION OF SHIPPING DOCUMENTS TO ROYAL MALAYSIAN CUSTOMS DEPARTMENT (JKDM) & RELEVANT GOVERNMENT AGENCIES

- 2.1 For vessels scheduled to arrive SBCP during the holiday period from 30th May 2026 to 3rd June 2026, all shipping lines, shipping agents and vessel agents are advised to submit the required shipping documents (including Manifests Declaration, Lampiran A and any other required documents) early in advance to JKDM before the public holiday period for processing and cargo clearance purposes.
- 2.2 Shipping agents / consignees requiring cargo clearance from other government agencies are advised to contact and seek appointment from the relevant government agency in advance before the public holiday period to facilitate uninterrupted cargo clearance during the public holiday. Please refer to the contact person of the relevant government agencies and SOPs for after hours appointment provided in the earlier port circular.

3. COLLECTION OF CONTAINER DURING HOLIDAY PERIOD

- 3.1 All hauliers, transport operators, forwarding agents and cargo owners are advised to take the opportunity and make the necessary arrangements for **container collection during the public holiday period**. This will help ease the accumulation of containers at the Container Yard and to alleviate congestion at Gate and Container Yard.
- 3.2 Hauliers and truckers are advised to utilise the Vehicle Booking System in order to avoid bunching at the Gate immediately after the public holiday period.

4. CONTACT FOR FURTHER INQUIRIES

SPA appreciates the cooperation and support of all stakeholders in ensuring the success of this measure, which is aimed at delivering **mutual operational benefits and improved efficiency** across the port community. All inquiries related to this circular can be directed to the Sabah Ports Authority General Manager's office.

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Thank you.

Regards,



[DOLLYN ALOYSIUS]
GENERAL MANAGER
SABAH PORTS AUTHORITY

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