Oracle® Hospitality Cruise Shipboard Property Management System
Malaysia Immigration User Guide

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Oracle Hospitality Cruise Shipboard Property Management System Malaysia Immigration User Guide, Release 20.1

F33496-01

Contents

Preface

The Malaysia Immigration is a program that collects and submits pre-arrival passengers' details electronically in accordance to the Malaysia Customs and Immigration regulations.

Audience

This document is intended for Ship's System Administrator and/or Application Specialists of Oracle Hospitality Cruise Shipboard Property Management System.

Customer Support

To contact Oracle Customer Support, access My Oracle Support at the following URL:

https://support.oracle.com

When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- Detailed step-by-step instructions to re-create
- Exact error message received
- Screen shots of each step you take

Documentation

Oracle Hospitality product documentation is available on the Oracle Help Center at http://docs.oracle.com/en/industries/hospitality/cruise.html.

Revision History

Table 1   Revision History

Date	Description of Change
September 2020	Initial Publication

Prerequisites, Supported Systems and Compatibility

This section describes the minimum requirements for the Malaysia Immigration module.

Prerequisites

- Malaysia Immigration.exe

Supported Operating System

- See Compatibility Matrix at http://docs.oracle.com/en/industries/hospitality/.

Compatibility

SPMS version 20.1 or later. For customers operating on version 20.1 and below, database upgrade to the recommended or latest version is required

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Malaysia Immigration

The Malaysia Customs and Immigration department requires the Ship's operator to submit a pre-arrival passenger manifest before the ship arrival at port. Before you generate the electronic manifest, you are require to update the ship information, arrival/depart port in Manifest Parameter Setting in Malaysia Immigration module.

Setting Up Electronic Manifest

Figure 1-1   Electronic Manifest Setup Window

Table 1-1   Field Definition of Electronic Manifest Setup Window

Field Name	Description
Ship Name	The Registered Name of the vessel.
Ship Weight	The weight of the vessel measured in gross registered tons (GRT).
Ship Type	Type of ship: Passenger or Cargo.
Agent	The Port Agent company name.
Country Registered	Country the Ship is registered.
Last Port of Entry	The port where the ship last entered.
Arrival Date	Arrival date at last port.
Arrival Time	Arrival time at last port.
Port of Arrival	Next embarkation port of the ship

Table 1-1   (Cont.) Field Definition of Electronic Manifest Setup Window

Field Name	Description
Departure Date	Departure date from Port of Arrival.
Departure Time	Departure time from Port of Arrival.

1. Run the Malaysia Immigration program.

2. From the **Electronic Manifest**, **Setup**, enter all the above information.

3. Click **OK** to save.

Generating Manifest File

A manifest file is typically generated once the ship departs from the last port, and requirement varies depending on the port of call.

Figure 1-2   Immigration File Transfer Details

Table 1-2   Field Definition of Immigration File Transfer Details

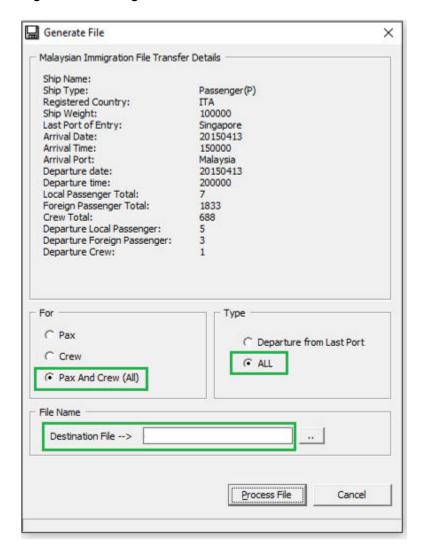| Field Name	Description
Ship Name	The Registered Name of the vessel.
Ship Weight	The weight of the vessel measured in gross registered tons (GRT).
Ship Type	Type of ship – Passenger or Cargo.
Agent	The Port Agent company name.
Country Registered	Country the Ship is registered.
Last Port of Entry	The port where the ship last entered.
Arrival Date	Arrival date at last port.
Arrival Time	Arrival time at last port.
Port of Arrival	Next embarkation port of the ship.
Departure Date	Departure date from Port of Arrival.
Departure Time	Departure time from Port of Arrival.
Local Passenger	Total Malaysian citizen registered on-board.
Foreign Passenger	Total Non-Malaysian citizen registered on-board.
Crew Total	Total Crew currently checked-in.
Departure Local Passenger	Total Malaysian citizen checked-in today (based on Departure Date Setup).
Departure Foreign Passenger	Total Non-Malaysian citizen checked-in today (based on Departure Date Setup).
Departure Crew	Total Crew (all nationalities) checked-in today (based on Departure Date Setup).

1. From the **Electronic Manifest** menu, select **To File** option.

2. Information entered in the **Setup** section is populated in the **Malaysia Immigration File Transfer Details** section. See table Table 1-2 for more information.

3. Select **Pax and Crew (All)** to generate a manifest for all passenger and crew, or select individually to generate a separate list.

4. Select one of this option in **Type** section.

   - **Departure from Last Port:** This is use when the ship has left the arrival port and manifest are to include those passenger and crew that checked-in today.

   - **ALL:** This is use when the ship is on the way to the arrival port and ship requires to submit the manifest report to the Malaysia Immigration prior to the arrival at port.

5. Enter the destination path and the file name in the **File Name** section, and then click **Process File**.

6. Click **Yes** on Electronic Manifest File Creation prompt. Generating the take a while depending on the number of records on file.

7. Click **OK** at the File Created Successfully prompt to close.

Viewing Manifest File

1. From the Window Explorer, go to the file path.

2. Open the output file with the **Notepad.exe** program.

3. Verify the information is accurate before submitting the file to the Malaysia Immigration. See Manifest Field Data Type for more information.

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Appendix

This section describes the Header and Data Type available to the Malaysia Immigration Manifest.

Manifest Header Type

Table A-1   Manifest Header Type

Column Name	Data Type (Length)	Descriptions
Header	Char (1)	"H"
File Generate Date Time	Char (14)	yyyymmddhhmmss
Ship Name	Char (40)	Ship Name
Agent	Char (40)	Handling Agent
Ship Type	Char (1)	1-Passenger, 2-Trade
Country Registered	Char (3)	Country of Vessel Registration
Last Port of Entry	Char (40)	Last disembarkation port
Arrival Date	Char (8)	Arrival date in yyyymmdd format
Arrival Time	Char (6)	Arrival time in hhmmss format
Port of Arrival	Char (40)	Port of arrival
Departure Date	Char (8)	Departure date in yyyymmdd
Departure Time	Char (6)	Departure time in hhmmss
Total Passenger	Char (12)	Total registered passenger
Ship Weight	Char (6)	Total ship weight
Total Local Passenger	Char (6)	Total local passenger
Total Foreign Passenger	Char (6)	Total foreign passenger
Default Value	Char (2)	Always "01"

Manifest Field Data Type

Table A-2   Manifest Field Data Type

Column Name	Data Type (Length)	Description
Passenger Type	Char (1)	P-Local Passenger, F-Foreign Passenger
National ID	Char (12)	National ID type
Name	Char (60)	Name on ID
Birth Date	Char (8)	Birth date in yyyymmdd format
Gender	Char (1)	Gender 1-Male, 2-Female

Table A-2   (Cont.) Manifest Field Data Type

Column Name	Data Type (Length)	Description
Nationality	Char (3)	Nationality
Passport Number	Char (15)	Passport number
Passport Issue Country	Char (3)	Country passport is issued
Passport Expiry Date	Char (8)	Passport expiry in yyyymmdd
Passenger Status	Char (1)	0-Crew,
		1-Pax Embark Today,
		2-Pax Embark Not Today