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Rotasi Untuk Pergantian Awak Kapal Terhadap Perjanjian Kerja Laut (PKL) Milik PT. Pelayaran Sumber Rejeki Bahari Permai

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Abstrak

Rotasi Untuk Pergantian Awak Kapal Terhadap Perjanjian Kerja Laut (PKL) Milik PT. Pelayaran Sumber Rejeki Bahari Permai / Hafisah Maharani / NIT. 2001080/ Jurusan ketatalaksanaan Pelayaran Niaga Dan Kepelabuhanan – POLTEK AMI Medan 2023. PT. Pelayaran Sumber Rejeki Bahari Permai, sangat membuka luas lowongan dalam Sumber Daya Manusia (SDM) yang merupakan salah satu aset penting, dalam menjangkau sumber daya manusia yang berkualitas dan terstruktur sesuai standar kualifikasi. Karya tulis ini menjelaskan tentang Rotasi Untuk Pergantian Awak Kapal Terhadap Perjanjian Kerja Laut (PKL) Milik PT. Pelayaran Sumber Rejeki Bahari Permai. PT. Pelayaran Sumber Rejeki Bahari Permai merupakan perusahaan pelayaran yang berlokasi di Ambon. Perusahaan ini telah memiliki Surat Izin Usaha Perusahaan Angkatan Laut (SIUPAL) dan memiliki 28 kapal. Tujuan penulis untuk mengetahui, bagaimana Rotasi Untuk Pergantian Awak Kapal terhadap Perjanjian Kerja Laut (PKL) Milik perusahaan PT. Pelayaran Sumber Rejeki Bahari Permai, apa saja tahapan yang harus dilalui, apa saja kendala dan bagaimana cara mengatasinya, serta siapa saja pihak yang terlibat dalam rotasi untuk pergantian kapal tersebut. Penulis menggunakan beberapa metode, penulis menggunakan metode Kualitatif, yang didalamnya terdapat pengamatan, observasi, wawancara (*interview*), dokumentasi, dan studi pustaka. Hasil pembahasan dari karya tulis ini adalah PT. Pelayaran Sumber Rejeki Bahari Permai mampu menyiapkan lowongan pekerjaan dengan metode yang seimbang dengan standar kualifikasi sehingga mampu mewujudkan Sumber Daya Manusia (SDM) di bidang pelayaran sesuai dengan jabatan dan kemampuan awak kapal, maka dari itu ada beberapa tahap yang dilakukan secara detail dan teliti agar mendapatkan awak kapal yang berkualitas dan membangun perusahaan lebih baik dan sejahtera sesuai dengan aturan yang berlaku

Kata kunci: *kru kapal, Perjanjian Kerja Laut (PKL), rotasi pergantian awak kru*

Abstract

PT. Pelayaran Sumber Rejeki Bahari Permai, very wide open vacancies in Human Resources (HR) which is one of the important assets, in capturing quality human resources and structured according to qualification standards. This paper explains about Rotation for Ship Crew Change Against Sea Work Agreement (PKL) Owned by PT. Pelayaran Sumber Rejeki Bahari Permai. PT Pelayaran Sumber Rejeki Bahari Permai is a shipping company located in Ambon. This company has a Navy Company Business License (SIUPAL) and has 28 ships. The author's aim is to find out, how is the rotation for the replacement of the crew of the ship against the Sea Work Agreement (PKL) owned by the company PT. Pelayaran Sumber Rejeki Bahari Permai, what are the stages that must be passed, what are the obstacles and how to overcome them, and who are the parties involved in the rotation for the replacement of the ship. The author uses several methods, the author uses Qualitative methods, in which there are observations, observations, interviews (*interviews*), documentation, and literature studies. The result of the discussion of this paper is that PT. Pelayaran Sumber Rejeki Bahari Permai is able to prepare job vacancies with a method that is balanced with qualification standards so as to realize Human Resources (HR) in the shipping sector in accordance with the position and ability of the crew, therefore there are several stages that are carried out in detail and carefully in order to get a qualified crew and build a better and prosperous company in accordance with applicable regulations.

Keywords: *Crew, Marine Employment Agreement, Crew Rotation.*

INTRODUCTION

Sea transportation plays an important role in the world of international and domestic trade. Sea transportation also opens access and connects island areas, as well as areas that want to be isolated. As an archipelago, Indonesia is in dire need of sea transportation. Therefore, sea transportation requires human performance on board the ship called the *crew* or *crew of the ship* at PT. Pelayaran Sumber Rejeki Bahari Permai, where this company has many *crew members* who have experience in their fields and are also qualified, have certificates according to their fields.

For the sake of the smooth operation of the ship, of course, it cannot be separated from the personnel who have been authorized to oversee a ship according to the shipping company's PKL (Sea Work Agreement). The crew is a unified system that supports the smoothness and safety of the ship starting from the loading port to the unloading port.

The crew of a ship, often called sailors, is a very valuable asset owned by a company. Every company must get employees who are in accordance with the company's goals and place them according to their abilities. In (Sea Employment Agreement) PKL, the rules must be firm where the captain and crew must be really good, honest and responsible both to the company and the crew. Based on the PKL between the crew company will cause the existence of law, each party will carry out its rights and obligations.

Crew changes that have not gone well until for example sudden *crew* requests, *crew*

departure schedules where the difference in schedules that have been determined at the beginning is not synchronized, and problems with *waiting list control*. The company has made improvements in this problem but has not produced maximum results so it still needs improvement. Based on this background, the authors are interested in making a research entitled "ROTATION FOR THE CHANGE OF VESSEL Crew ON THE SEA WORK AGREEMENT (PKL) OWNED BY PT.PELAYARAN SUMBER REJEKI BAHARI PERMAI.

RESEARCH METHODS

1. *Field Method (Field Research)*

In compiling this paper, data is needed as material in filling out the paper, in order to make it easier for writers and readers to understand the contents of this paper, it uses several methods. During the implementation of Land Practice (Prada) at PT. Pelayaran Sumber Rejeki Bahari Permai the author has collected and observed data that is considered necessary and can be useful for the preparation of this paper. The methods used by the author are:

a. Observation Method

According to Sugiyono (2014) observation as a data collection technique that is carried out by means of observation accompanied by recording of the targeted situation or object. In this method the author directly goes to the field to observe how the Rotation for Ship Crew Change Against the Sea Work Agreement (PKL) belongs to PT. Pelayaran Sumber Rejeki Bahari Permai.

The author conducted observations at PT. Pelayaran Sumber Rejeki Bahari Permai which coincides on Jalan Cempaka Tengah Putih No. 5, Rt 10 / RW 05, Cempaka Putih Timur, Cempaka Putih District, Central Jakarta, Special Capital Region of Jakarta. Which was carried out on February 06, 2023 - August 06, 2023. In addition to collecting data independently, the author also obtained information through related parties to find out the process of "Rotation for the Replacement of Ship *Crew Crew* Against the Sea Work Agreement (PKL) owned by PT. Pelayaran Sumber Rejeki Bahari Permai."

b. *Interview*

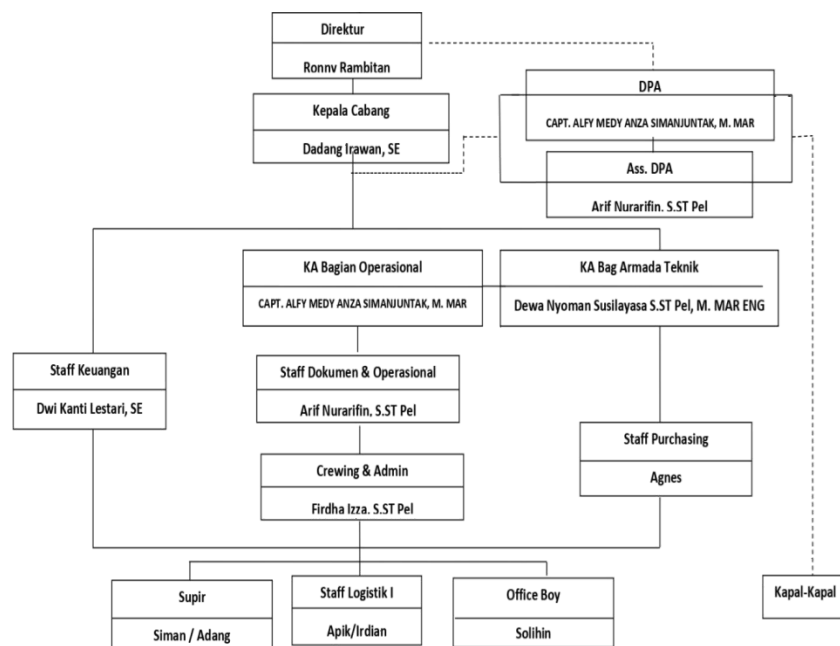
According to Lupita Cahyani Sulam, (2020) *Interview* is a method used by the author to obtain data through direct interviews with people who know the research subject. In this scientific paper, the author conducted an interview with Arif Nur Arifin as *crewing* and Admin at PT. Pelayaran Sumber Rejeki Bahari Permai regarding what role is played in Rotation for Ship Crew Change against the Sea Work Agreement (PKL).

2. Library Research

Literature study is collecting information from books and other references related to the problem and research objectives. In the preparation of this paper, the author looks for references and books in the Medan Polytechnic Adiguna Maritim Indonesia (POLTEK AMI) Campus Library which aims to get previous theories and the latest theories which are certainly related to this paper.

RESULT AND DISCUSSION

1. Company Organizational Structure



Source: PT. Pelayaran Sumber Rejeki Bahari Permai
Picture of the Organizational Structure of PT PSRBP

2. Task Description

- a. President Director Duties
 - 1) Able to lead all employees fairly
 - 2) Create a vision and mission for the company
 - 3) Able to take responsibility for all employee welfare
 - 4) Someone who has many innovations and ideas to improve the progress of the company
 - 5) Someone who approves everything in the company

A. Company Activities in Rotation Activities for the Replacement of Ship Crew Against the Sea Work Agreement (PKL) owned by PT.Pelayaran Sumber Rejeki Bahari Permai

1. Rotation for Ship Crew Change against Marine Work Agreement (PKL) owned by PT.Pelayaran Sumber Rejeki Bahari Permai

a. Experiencing *Over Contract*

At this time many ship *crews* complain because of this, they are required to work on the ship after the period of the work contract stated in the agreed Ship Work Agreement (PKL). This is one of the factors for the delay in crew turnover because the company does not yet have a replacement for the *crew that* has gone down with the new crew.

Source: PT Pelayaran Sumber Rejeki Bahari Permai November 2020.

No.	Month	Position	Ship	Contract	
				should be	Field
1	January	Chief of Staff III	BA 05	6	3
		Sailor	MT. Celine 08	6	4
2	February	Chief II	BA 06	6	5
		Skipper	MT. Celine 08	6	5
		Chief I	MT. Partner Prosperity	6	4
3	March	Machinist II	BA 05	6	3
		KKM	BA 02	6	5
4	April	Helmsman	MT. Partner Prosperity	6	3
		Chief of Staff III	BA 06	6	3
5	May	KKM	MT. Celine 08	6	4
		Helmsman	BA 02	6	5

Table 1. Planning data, supervision division of PT Pelayaran Sumber Rejeki Bahari Permai November 2020.

Based on the table above, it can be seen that there is an unpreparedness of the *Standby crew*, so that the rotation is not in accordance with the Sea Work Agreement (PKL) which is detrimental to one party, resulting in an extension of the crew's contract period, which has expired but must continue to work until someone replaces it on the ship and results in mutation *Sign Off* is disrupted to find a solution with the *crewing* manager, *crewing* staff and crew, from this problem it takes the role of the *operational department* in *crewing management* at PT. Pelayaran Sumber Bahari Permai is in charge of crew documents such as sailor books, passports, yellow books and so on. This *department* is also the holder of the archive of crew documents in the company PT Pelayaran Sumber Bahari Permai. The performance of employees in this department is good in carrying out their duties well, but they experience a few obstacles in managing archives or ship crew documents which are still manual and it is very time consuming, less efficient and prone to loss due to negligence of operational staff or may not be returned to their original place. The large number of existing crew documents can disturb the atmosphere of the room and have to dismantle the documents in the *filling cabinet* to find what is needed. This is detrimental to the crew because it results in a long time *on board*. As a result of this inefficiency in time and staff negligence, there is a delay in the rotation of *crew sign on* and *sign off*.

The company's efforts to deal with these problems by archiving documents using a *scan* system and grouping *soft files* based on positions, so that filing activities run well and neatly as well as searching for documents more efficiently and quickly without requiring energy and long time like previous filing.

2. Grouping of crew recruitment

In grouping the parts of the position commonly used for the *crew* recruitment process at PT Pelayaran Sumber Rejeki Bahari Permai as follows:

- a. *Deck* consisting of :
 - 1) *Master* or commonly called Nahkoda
 - 2) *Chief Officer* or commonly called *Chief of Staff*1
 - 3) *2nd Officer* or commonly called Chief of Staff 2
 - 4) *3rd Officer* or commonly called Chief 3
 - 5) AB or commonly called *Able Seaman*.
- b. *Engineer* which consists of:
 - 1) *Chief Engineer* or Head of Engine Room (KKM)
 - 2) *1nd Engineer* or commonly called 1st Machinist
 - 3) *2nd Engineer* or commonly called Machinist 2

- 4) *3rd Engineer* or commonly called 3rd Machinist
 - 5) *Oiler* or commonly called an oiler
3. Ship *crew* documents at the company PT. Pelayaran Sumber Rejeki Bahari Permai

Ship *crews* who want to join PT Pelayaran Sumber Bahari Permai must have several complete documents and certificates according to their fields, where these documents and certificates will be administrative requirements for all *crew members* who want to board the ship, below are some of the data from several crews on board, the author only attaches the *deck office*, *deck engine* and *AB* and *oiler*, namely:

a. *Deck Officer* Qualifications:

- 1) Have a minimum diploma of ANT III
- 2) *Endorsement*
- 3) Certificate of seafarer skills required
 - a. BST (*Basic Safety Training*)
 - b. MFA (*Medical First Aid*)
 - c. AFF (*Advanced Fire Fighting*)
 - d. MC (*Medical Care On Board Ship*)
 - e. SSO (*Ship Security Officer*)
 - f. RADAR (*Radar Simulator*)
 - g. GMDSS (*Global Maritime Distress Safety System*)
- 4) Have a *Medical Check Up* Certificate, minima 13 months and *Passport* valid for at least 12 months.
- 5) *Seaman book* valid for at least 12 months
- 6) Able to communicate in English
- 7) *Copy of KTP* (Identity Card)

b. *Engine Officer* part qualification:

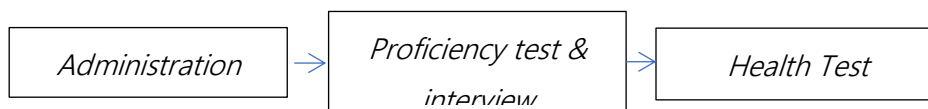
- 1) Have a minimum diploma of ATT III
- 2) *Endorsement*
- 3) Certificate of Seafarer Expertise (SKP) that must be possessed
 - a. BST (*Basic Safety Training*)
 - b. SCRB (*Proficiency in Survival Craft and Rescue Boats*)
 - c. MFA (*Medical First Aid*)
 - d. SSO (*Ship Security Officer*)
 - e. MC (*Medical Care On Board Ship*)
 - f. AFF (*Advanced Fire Fighting*)
 - g. ERM (*Engine Resource Management*)
- 4) Have a *Medical Check Up* certificate, valid for at least 3 months

- 5) *Passport* valid for at least 12 months
 - 6) *Seaman book* valid for at least 12 months
 - 7) Able to communicate in English
 - 8) *Copy of*KTP (Identity Card)
- c. AB and *Oiler* section qualifications:
- 1) Have an ANT D / ATT D diploma
 - 2) Able to communicate in English
 - 3) Certificate of seamanship required:
 - a. BST (*Basic Safety Training*)
 - b. SCRB (*Profeincy In Survival Craft and Rescue Boats*)
 - c. AFF (*Advanced Fire Fighting*)
 - d. MFA (*Medical First Aid*)
 - e. MC (*Medical Care On Board Ship*)
 - f. SAT (*Security Awareness Training*)
 - 4) Have a *Medical Check Up* certificate, valid for at least 3 months
 - 5) *Passport* valid for at least 12 months
 - 6) *Seaman book* with experience on tanker type vessels
 - 7) Able to communicate in English
 - 8) *Copy of*KTP (Identity Card)
4. Agency company provisions for crew members who can be recruited
- a. Minimum 18 years old except Sea Practice (Prala)
 - b. Have qualifications or competencies in the field according to the position on board the ship
 - c. For the *food* and *catering* section, it is mandatory to have a *ship's cook certificate* issued by a professional certification body in the field of tourism and maritime education.
 - d. Meet health standards, for women are not allowed to be pregnant while on board in the status of workers or crew members
 - e. Have a seafarer's and mariner's book to work on a ship
5. Recruitment and placement by the agency company on the crew
- a. Take care of all necessary documents in the destination country or place of berth
 - b. Ensure the security of seafarers' documents, travel documents and other documents related to the working relationship of both parties.
 - c. *Crew* are given the opportunity to obtain employment in accordance with their qualifications.
 - d. Fees are waived except for travel documents, seafarer document production fees and examination fees for the issuance of health certificates.
 - e. Inform the seafarers of their rights and obligations under the Sea Labor Agreement and give the *crew* the opportunity to read and understand its contents before signing.

After all administrative selection passes, then the basic skills test such as English language both from pronunciation, reading and communication. Then proceed to the next test which is about the introduction of the ship, the contents of the ship and the work on board according to the position and other tests.

After passing the test at the initial stage, then the applicant will take an interview test regarding the crew of the ship, the purpose, motivation and hope of joining to work as a crew member at PT Pelayaran Sumber Rejeki Bahari Permai, security equipment, navigation systems, guard service and general knowledge about ships and shipping. In addition, the examiner also sees from personal appearance, personal performance such as attractive, neat and clean, good personality, authority, humor, can work with the team, and the nature of responsibility, this is seen in order to support the suitability of the company's wishes.

The next stage if passed, prospective crew members conduct a *medical check-up* at a hospital or clinic appointed by the company. Prospective crew members take medical tests such as MCU (*Medical Check Up*) blood pressure checks, general physical appearance such as (height, weight, eye health), heart checks, MCU (*Medical Check Up*) Laboratory for cholesterol and *urine checks*. After everything has been checked and declared passed by the Hospital, then the prospective crew members are ready to join the Company PT. Pelayaran Sumber Rejeki Bahari Permai.



Source: PT. Pelayaran Sumber Rejeki Bahari Permai
Recruitment Process

6. Crew *Sign On*

After carrying out various stages of application until they pass the selection and are ready to join the company, prospective crew members are required to report to the manning division to be placed according to the skills learned and mastered. At this time prospective crew members are briefed and stabilized to work on the ship.

a. BJST (*Before Join Ship Training*)

BJST is a *briefing*, briefing and stabilization given by the *crewing department manager* to the crew who will be *on board*. What is delivered is about safety, security and about the performance of the crew and the regulations that have been amended regarding shipping.

b. Sea Labor Agreement (PKL)

Next to the contract section of the Sea Labor Agreement (PKL) process. The crew member is given a form to fill in the personal data required as the identity of a crew member to make an agreement between the company and the prospective crew member. After the Sea Employment Agreement (PKL) has been signed by the prospective crew member, it is then signed by the *crewing manager*. After the contract is completed, the document is sent to the operational department to make a certificate book or be authorized by the authorized agency (Syahbandar and port authority). After all the selection process has been passed until the signing of the Sea Labor Agreement (PKL), the next stage will be issued a mutation. Mutation is the process of transferring crew members from one location to another or from one position to another or commonly called *sign on* and *sign off*. The *sign on* mutation is the process of getting the crew on board to replace the crew that will go down, while *sign off* is the process of replacing the crew on board with the crew who will be *on board*. The occurrence of crew mutations can be caused by several things such as leave, at their own request, waiting for placement and *standby*, illness, expiration of the contract period, medical examination until a health certificate is issued, attending training or maritime training, taking care of expired letters or revalidation and so on.

c. Surat Perintah Dinas (SPD)

After the mutation is out, an SPD (Service Order Letter) will be issued by the *crewing manager* and then submitted to the departure section of the prospective crew member to be given tickets and pocket money according to company policy and ready to *board the ship* or *on board*.

7. Barriers

After conducting research, the results of the problem and research objectives can be described. The results showed that there are several problems regarding Rotation for Ship Crew Change Against the Sea Work Agreement (PKL) at PT. Pelayaran Sumber Rejeki Bahari Permai as follows:

- a. Factors that cause mismatches in *crew* changes that have been planned so as to cause delays in *crew* changes on the ship. Due to the management of the ship's crew administration has not been well organized, due to the length of the crew waiting for the call *on board* from the company. Crew members who have been provided by the company sometimes when called are often suddenly sick, disappear and there is no news, because of this the crew is prevented from going down because they have to wait for the crew to replace them.

The poor arrangement of archiving crew documents that still use a manual system, resulting in less clarity in writing the names of the crew who are *standby* and which ones are on board. Those listed on the *waiting list crew*

- b. The Sea Employment Agreement (PKL) contract is not in accordance with the crew agreement on board, where an individual work agreement is signed by Indonesian seafarers with sea

transportation employers where the crew agrees to the employer's instructions to do work for a fee. However, the fact in the field that occurs is the incompatibility of the contract with the agreement. In this case, it often happens that the length of time the crew is on board exceeds the contract period of the Sea Labor Agreement (PKL) due to delays or delays in replacing the crew.

- c. Efforts are made to replace the *crew in* accordance with the plan so as not to cause delays in *crew changes* on the ship at PT Pelayaran Sumber Rejeki Bahari Permai.

Efforts made to solve problems regarding crew changes such as repairing or reorganizing archives, ship and crew documents at PT. Pelayaran Sumber Rejeki Bahari Permai. And also the company communicates well with the crew so that communication is established to minimize the incidence of crew delays on board.

- d. How to overcome the non-conformity of the Marine Work Agreement (PKL) *crew* contract on the ship owned by PT Pelayaran Sumber Rejeki Bahari Permai. By not letting the crew *standby* just like that, at least given another task to fill the time before boarding the ship so that the crew does not feel bored and look for another job and he is ready to be *on board* at any time, adding *standby crew*, immediately recruiting new crew members, coordinating former crew members who still want to work with the company.

CONCLUSIONS

The conclusion obtained from the paper entitled Rotation for Ship Crew Change Against the Sea Labor Agreement (PKL) Owned by PT. Pelayaran Sumber Rejeki Bahari Permai, where the company has carried out part of the task well, but there are still some obstacles where every process of changing the crew of the ship crew who will *sign on* and *sign off is* still found to have errors and delays. For this reason, the process must follow the procedures and rules in accordance with the Sea Work Agreement (PKL) which has been signed by the two parties concerned, in order to facilitate *crewing* management on ships owned by PT Pelayaran Sumber Rejeki Bahari Permai.

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