

MAJLIS KESELAMATAN NEGARA KEMENTERIAN PERUMAHAN DAN KERAJAAN TEMPATAN (KPKT) SECTORS SOP (MOVEMENT CONTROL ORDER)

Applicable to Housing Development Licencing; Public Housing Programme; Community Credit and Pawn; Auction; Fire Safety; Public Cleansing Management; and Solid Waste Management.



- Clean & disinfect every surface of furniture, floor, and facilities in the office.
- One-metre physical distancing.
- Provide face mask for employees and customers.

- Provide hand sanitiser or soap.
- To check the temperature of employees and customers and symptoms thereof.
- To limit the number of customers on the premises.
- Check-in using the *MySejahtera* app or manually record in writing.
- Only online meetings are allowed.



- Program Perumahan Rakyat (PPR) management office is not allowed to operate.
- Maintenance & services workers need to be on stand-by.

- Cleaning & safety services operate according to a set schedule.
- Moving in & out is NOT allowed.
- Renovation units are NOT allowed.
- Offer and filling of PPR are NOT allowed.

NO auction activities is allowed.

- Application relating to Lesen Pemajuan Perumahan & Permit Iklan Baru dan Jualan (APDL) must be made online (www.bless.gov.my).
- Site visit for Housing Development is NOT allowed.
- 7F Report to be submitted online (ehome.kpkt.gov.my).



- House buyer complaint must be made online (ehome.kpkt.gov.my).

- Payment of compound to be made by bank draft.
- All enquiries can be made via email (enforcement@kpkt.gov.my).



Site visit for Fire Safety is allowed.

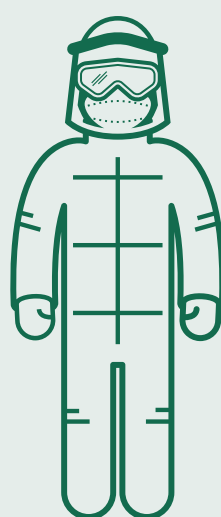


- Epi-centre: Compulsory for workers to wear disposable protective clothing, N-95 mask, latex glove, and goggles.
- Public area & Epi-centre parameter: Compulsory for workers to wear suitable clothing – medical face mask, latex glove, and goggles.
- Using disinfectant of diluted sodium hypochlorite to the concentration of 0.5% for public sanitisation outside buildings/premises or public areas.
- Using disinfectant of diluted sodium hypochlorite to the concentration of 0.1% or ethanol with 70% concentration for public sanitisation inside buildings/homes.
- Using other disinfectants acknowledged by KKM/WHO/CDC.

- To carry spraying works at targeted areas frequently touched by the public such as doors, public seating, handrail, and the walls of premises (reached by hand height) including all potentially infected surfaces.



- Ensure all windows are opened for ventilation purposes if disinfection is carried out inside the building/premise.
- Frequently touched surfaces such as lift buttons, handrail, doorknobs, table, fan, light switch, computer keyboard, pantry, and toilet seats must be wiped.
- The floor must be mopped and the carpet is sprayed with disinfectant.
- Ensure compliance with contact time for all disinfectant substances.



- Proper removal of PPE must be complied with.
- Ensure face mask, gloves and PPE is removed and placed in a trash bag, tied properly, and disposed of in a closed trash can.
- Workers must clean themselves after PPE is removed using suitable cleaning solutions.
- Equipment used for cleaning & disinfection must be cleaned after public sanitisation operation is carried out.
- Disinfect vehicles using suitable substance.

- For the collection of solid waste, the workers must wear an apron, face mask, and glove.
- Use bin lifter at all times to move the waste into the compactor vehicle and not to touch any waste using the hands. Suitable collection method using RORO bin.



- Use suitable equipment if there is a need to move waste that is not placed into trash bins.
- Spray disinfectant on the bin before collection activity begins and on PPE that touches the bin every time after collection.
- Ensure apron, face mask, and disposable gloves are thrown according to the prescribed method.
- Non-disposable PPE must be cleaned and disinfected.
- Workers and driver must clean hands and body after the operation is completed using disinfectant, sanitiser, or soap accordingly.
- Wash vehicles using suitable detergent after each operation.
- Disinfect on parts of the vehicle which places the driver and workers, bin lifter panel surfaces or arm-roll machinery, and all pieces of equipment used.