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## **JAWATANKUASA PEGUAM PULAU PINANG PENANG BAR COMMITTEE**

CPC 13/21

12 Mar 2021

To Members of the Penang Bar,

### **Update on Presentation of Documents at Office of Lands and Mines, Penang (PTG Penang)**

Further to Circular CPC 12/21 issued in respect of the Online Appointment System ("OAS") and an announcement by the Office of Lands and Mines, Penang ("PTG Penang") dated 12 Mar 2021 whereby all transactions will be carried out manually via walk-in services from 15 Mar 2021, Members are hereby reminded to observe the Standard Operating Procedures ("SOPs") stipulated by PTG Penang and the National Security Council ("NSC") at all times.

Additionally, Members must impress upon their respective staff/representatives who attend to presentations or transactions at PTG Penang on the importance of complying with the relevant SOPs i.e. wearing of face masks, use of hand sanitisers, practice physical distancing of at least 1 meter from other individuals and not linger in or around the Single Point of Contact ("SPOC") counter once their own transactions have been carried out and completed.

PTG Penang has stated that they will not hesitate to take stern action against any individuals who do not comply with the relevant SOPs and they will have no alternative but to close their counters if there are any Covid-19 cases reported, which may result in non-acceptance of presentations. Hence Members and their respective-staff /representatives are required to strictly to comply with the relevant SOPs at all times.

Members are therefore advised to take note of the above information on an urgent and immediate basis.

**Zemilah Binti Mohd Noor**  
**Chairperson**  
**Conveyancing Practice Subcommittee**