



# **UNISPEC** **GROUP**

## **COMPANY PROFILE**

### **Citra Unispec Indonesia**

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Independent surveyors & consultants  
(under license the Government of the Republic of Indonesia)  
Graha Bethesda Komplek Gading Griya Lestari Blok G1 No. 15  
Telp : (+62 21) 44035259, 4403525, (24 Hrs) 4404001  
Fax : (+62 21) 44035259, 4403525  
Email : [admin@citraunispecindonesia.com](mailto:admin@citraunispecindonesia.com)  
Website : [www.citraunispecindonesia.com](http://www.citraunispecindonesia.com)  
[www.unispec.com.sg](http://www.unispec.com.sg)

## **INTODUCTION OF OUR COMPANY**

**We would like to take this opportunity in introducing our company and its services to your esteem company and furnish herewith are the relevant information for your perusal.**

**UNISPEC was formed in 1991 with head office in INDONESIA and branch offices in Surabaya, Padang, Medan. In 1991 joint venture company was established in Singapore, Malaysia.**

**UNISPEC was registered in Mei 1991 mainly to provide survey and inspection services to the Marine & Insurance sectors.**

**We are proud to announce that in the year 2000, we are certified to ISO 9002 by URS and in year 2002 we have upgraded to ISO 9001 : 2000.**

**Recently, in year 2010, we are also accredited into ISO 17020 fulfilling the requirements for bunkers surveying.**

## SCOPE OF WORK

**UNISPEC GROUP provides the following services for Ship Owners/ Charterers/ Insurance Companies/ P&I Clubs :**

### Marine Industry

- Collision Damaged Survey
- Hull & Machinery Survey
- Machinery Damaged Survey
- Grounding & Dry Docking Repair Survey
- On/Off- Hire Condition & Pre-Purchase Survey
- Valuation of Ships / Barge/ Tugs & Machinery
- Vetting and Safety Audits
- Towing & Lashing Survey
- Draft Survey
- Cargo Hatch & Cargo Tank Suitability & Cleanliness Survey
- All Type of Cargo Survey
- Pre-shipment Cargo Survey
- Heavy weather Damaged Survey
- Cargo Contamination Investigation & Survey
- Cargo Shortage Investigation
- Stowage & Lashing Survey
- Machinery Damaged Claim Assessment

### Bunker Industry

- Bunker Quantity & Quality Survey
- Bunkers Remaining on Board Survey
- Lube Oil Collecting For Analysis
- De-Slopping Survey

### IT Solutions

- Customer Relationship Managements System (CRM)
- Marine Reporting System
- Payroll Management System (PRMS 2010). IRAS/CPF Approved
- Includes online CPF & IR8A Submission
- Invoice Management System
- Point of Sale
- Student Management System
- Human Resource Management
- Online Membership /Purchase and Payments

WE have a special team, which has experience Pre-Risk Survey, Loss-Control, Cargo Damage and Loading & Discharging of Heavy lifts mainly for Insurance



**Some of Our services to Ship Owners / Charterers / Insurance Companies / P&I clubs:**

				
<b>Cargo Damage Survey</b>	<b>Reefer Cargo Survey</b>	<b>Yacht Loading Survey</b>	<b>U/C Discharge Survey</b>	<b>Loading Survey</b>
				
<b>Stuffing Survey</b>	<b>Unstuffing Survey</b>	<b>Condition Survey</b>	<b>Container Damage Survey</b>	<b>Cargo Theft - Claims Survey</b>
				
<b>Affixing Seal on Container</b>	<b>Seal Breaking</b>	<b>Lashing Inspection</b>	<b>Leaking Container Survey</b>	<b>Customs Inspection</b>
				
<b>On-Hire Survey</b>	<b>Off-Hire Survey</b>	<b>Bulk Carrier</b>	<b>Marine Investigation</b>	<b>Marine Investigation/ Collision</b>
				
<b>Draft Survey</b>	<b>TUG &amp; Barge Condition Survey</b>	<b>Towage Approval Survey</b>	<b>Flexi Bag Reworking Survey</b>	<b>Reworking Survey</b>
				
<b>Valuation Certificate for the consignments</b>	<b>Equipment / Machinery Condition Survey</b>	<b>Bunker Survey</b>	<b>ROB Survey</b>	<b>Sample Collection</b>





# UNISPEC GROUP

PT. Citra Unispec Indonesia





# Fabrication Activities





# Fabrication Activities







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**Marine Investigation /  
Collision**



**Petroleum & Edible Oil  
Quantity & Quality Survey**





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## Draft Survey





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PT. Citra Unispec Indonesia



## Cargo Ship to Ship



# OUR ACHIEVEMENTS

## IN MARINE SURVEYS :

- Computerization of Survey Reports for better and faster reports management,
- Good Customers Satisfaction Feedbacks,
- Maintaining Inter communications with field surveyors to better update clients,
- Maintaining better interaction with clients/ customers via meetings and Presentations

## IN BUNKER SURVEYS :

- ISO 17020 accreditation for Bunker Survey
- Quarterly Briefing with Surveyors on new SS600 Singapore Bunkering Procedures
- Awareness of SS600 presentations to our clients
- Good Customers Satisfaction Feedbacks
- Maintaining better interaction with clients/ customers via meetings and presentation

## In IT Solutions :

- IRAS/CPF Approved Payroll Software,
- Lower product development cost,
- Using effective strategies to cope with changes during product life cycles,
- Security and IP rights protection,
- Provide software configuration management to control and maintain the base code version with build and release process.
- Implied benefits being facilitation of process migrations, project management, team interactions, defect tracking, documentation etc.
- Dedicated Teams to maintain product knowledge
- Enhancement and Maintenance of product after initial development
- Good Customer Satisfaction Feedbacks
- Maintaining better interaction with clients/customers on their projects.

## OUR PRIDE

At UNISPEC, we pride ourselves on our deep commitment to doing things right, the first time, every time.

Most of our customers have been with us since our inspection, which attests our ability to deliver on time and perfume to the exacting standards of our customers.

We will continue to build on our strengths and our established reputation to achieve our vision of becoming a leading services provider and preferred business partner.

UNISPEC is proud of our strong client focus and long-term relationships.

Our philosophy and focus to better serving our customers includes :

- Doing Right the First Time and Every-time approach,
- Maintaining “ Once its customer ever its customer.” Policy,
- Quarterly briefing / updates with our surveying teams with new regulations and requirements,
- Sharing of our expertise through presentations with our clients (the most recent of which is Awareness of SS600 for bunker survey),
- Gathering customer satisfaction feedbacks and constantly reviewing our work processes to better serve our customers,
- Computerisation of our reports to speed up process of reports to our cutomers,
- Attending Seminars / Presentations by relevant authorities to better equip knowledge/ expertise.

Our dedicated staff and surveying teams works together and maintains close and proactive relationships with our customers.



## **DETAILS OF OUR HEAD OFFICE AND BRANCH OFFICES**

**HEAD OFFICE** : Gading Griya Lestari Blok G 1/15, Jakarta 14240 - Indonesia  
Telp : +62 21 - 44035259, 4403525, 4404001 (HUNTING 5 LINES),  
Fax : +62 21 - 44035259, 4403525  
E-mail : [admin@citraunispecindonesia.com](mailto:admin@citraunispecindonesia.com)  
Website : [www.citraunispecindonesia.com](http://www.citraunispecindonesia.com), [www.unispec.com.sg](http://www.unispec.com.sg)

### **After Office Hourse**

<b>For Marine &amp; Cargo</b>	<b>Captain Mayo</b>	<b>(+62 21) 81213555613 (Mobile Phone)</b>
	<b>Operations Manager</b>	
	<b>Kasdar</b>	<b>(+62 21) 81285610945</b>
	<b>Port Captain</b>	
<b>For Bunker</b>	<b>Jeams Arnoldus W</b>	<b>(+62 21) 82110589705</b>
	<b>Bunker Manager</b>	
<b>For Marketing</b>	<b>Ms. Pamela Fransisca</b>	<b>(+62 21) 8111599771</b>
	<b>Ms. April</b>	<b>(+62 21) 87740672068</b>
<b>For other quaries</b>	<b>Mr. David Hallatu</b>	<b>(+62 21) 8111002156</b>
	<b>Manager Director</b>	<b>(+62 21) 4403525</b>

### **BRANCH /ASSOCIATE OFFICE**

10 Ubi Cresent,  
#07-37 Ubi Techpark, Lobby - 'C'  
Singapore 408564  
Tel : (65) 6296 5496 (24 hours)  
Fax: (65) 6298 4588  
Email : [unispec@pacific.net.sg](mailto:unispec@pacific.net.sg)  
Website : [www.unispec.com.sg](http://www.unispec.com.sg)

GAC, South Korea  
Rm#206, Kwang IL Bldg,  
11 Mookyodong, Chung-Ku, Seoul  
Tel : 822-756 2111  
Fax : 822-756 0880  
Email : [gac0880@chol.com](mailto:gac0880@chol.com)

UNISPEC SERVICES SDN BHD  
45-B, 2nd Floor, Jalan Beringin  
Selangor, Port Klang, Malaysia  
Tel : 03-3168 3191  
Fax : 03-3168 3061  
Email : [unispec@streamyx.com](mailto:unispec@streamyx.com)

FMG MARINE SERVICE SDN, BHD  
Suite 33-03, Level 33,  
Johor Bahru City Square (Office Tower)  
106-108 Jalan Wong Ah Fook,  
80000Johor Bahru, Johor, Malaysia.  
Tel : +60167042718  
Email : [fmgops@fmgmarine.com](mailto:fmgops@fmgmarine.com)

TCRC  
2nd & 3rd Floor, Shiv Industrial Estate,  
K.V. Balmukund Marg, Chinchpokli (E),  
Mumbai - 400 012, India  
Tel : (91) 22 67879400  
Fax : (91) 22 23716469  
Email : [admin@tcrindia.com](mailto:admin@tcrindia.com)

UNISPEC SERVICES SND BHD  
15A, JLN 8/21, PERJIRANAN 8,  
81700 PASIR GUDANG, JOHOR  
Tel : 07-255 3216, Fax : 07-255 3217  
Email : [sbpoh@pd.jaring.my](mailto:sbpoh@pd.jaring.my)

VIETNAM  
IIC Control Co., Ltd.  
90 Nguyen Phi Khanh street, Tan Dinh ward,  
Dist.1, Iio Chi Minh city.  
Tel : 084.8.382423330, Fax : 084.8.38205396  
Email : [iiccontrol@vnn.vn](mailto:iiccontrol@vnn.vn)

Technical Independent Survey Co Ltd  
67-69 Soi Lasarn 79, Sukhumvit 105, Bangna, Bangna,  
Bangkok 10260, Thailand.  
Tel : 66-27458080, Email : [kajorn@tisurvey.com](mailto:kajorn@tisurvey.com)

East China Adjusters & Surveyors Co Ltd  
Rm 18F-B, Qi Tai Building, No.1089 Pudong Ave,  
Shanghai 200135, P.R. China  
Email : [eastchina@ecasc.com](mailto:eastchina@ecasc.com)

WIGGINS MAROC Sarl  
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Tel : +212 5 2767 7939  
Fax : +212 5 2240 0667



**KEPUTUSAN MENTERI HUKUM DAN HAK ASASI MANUSIA REPUBLIK INDONESIA  
NOMOR AHU-0013882.AH.01.02.TAHUN 2019  
TENTANG  
PERSETUJUAN PERUBAHAN ANGGARAN DASAR PERSEROAN TERBATAS  
PT CITRA UNISPEC INDONESIA**

- Menimbang : a Bahwa berdasarkan Permohonan Notaris NURYANI S.H., M.KN. sesuai salinan akta nomor 04 Tanggal 04 Maret 2019 tentang Perubahan Anggaran Dasar PT CITRA UNISPEC INDONESIA tanggal 14 Maret 2019 dengan Nomor Pendaftaran 4019031431241210 telah sesuai dengan persyaratan Perubahan Anggaran Dasar Perseroan;
- b Bahwa berdasarkan pertimbangan sebagaimana dimaksud dalam huruf a, perlu menetapkan keputusan Menteri Hukum dan Hak Asasi Manusia tentang Persetujuan Perubahan Anggaran Dasar PT CITRA UNISPEC INDONESIA;

**MEMUTUSKAN :**

- Menetapkan :  
KESATU : Menyetujui Perubahan Anggaran Dasar - PT CITRA UNISPEC INDONESIA - dengan NPWP 013648951045000 yang berkedudukan di JAKARTA UTARA karena telah sesuai dengan Data Format Isian Perubahan yang disimpan di dalam database Sistem Administrasi Badan Hukum sebagaimana salinan akta nomor 04 Tanggal 04 Maret 2019 yang dibuat oleh Notaris NURYANI S.H., M.KN. yang berkedudukan di KOTA BEKASI.
- KEDUA : Keputusan ini berlaku sejak tanggal ditetapkan.  
Apabila ternyata dikemudian hari terdapat kekeliruan maka akan diperbaiki sebagaimana mestinya dan/atau apabila terjadi kesalahan, keputusan ini akan dibatalkan atau dicabut.

Ditetapkan di Jakarta, Tanggal 14 Maret 2019.

a.n. MENTERI HUKUM DAN HAK ASASI MANUSIA  
REPUBLIK INDONESIA  
DIREKTUR JENDERAL ADMINISTRASI HUKUM UMUM,

**Cahyo Rahadian Muzhar, S.H., LLM.  
19690918 199403 1 001**



DICETAK PADA TANGGAL 14 Maret 2019

**DAFTAR PERSEROAN NOMOR AHU-0042335.AH.01.11.TAHUN 2019 TANGGAL 14 Maret 2019**





## PEMERINTAH REPUBLIK INDONESIA

### NOMOR INDUK BERUSAHA (NIB) 9120105331845

Pemerintah Republik Indonesia c.q. Lembaga Pengelola dan Penyelenggara OSS berdasarkan ketentuan Pasal 24 ayat (1) Peraturan Pemerintah Nomor 24 Tahun 2018 tentang Pelayanan Perizinan Berusaha Terintegrasi Secara Elektronik, menerbitkan NIB kepada:

Nama Perusahaan	: PT CITRA UNISPEC INDONESIA
Alamat Perusahaan	: Wisma Citra Bethesda Blok G1 No. 14-15 Lantai 2 Gading Griya Lestari, RT. 004/009, Kel. Sukapura, Kec. Cilincing, Kota Adm. Jakarta Utara, Prop. DKI Jakarta
NPWP	: 01.364.895.1-045.000
Nomor Telepon	: 4404001
Nomor Fax	: 4408680
Email	: citraunispec@gmail.com
Nama KBLI	: Penanganan Kargo (bongkar Muat Barang), Aktivitas Penilaian Risiko Dan Kerugian, Jasa Inspeksi Periodik, Jasa Sertifikasi, Jasa Pengujian Laboratorium
Kode KBLI	: 52240, 66210, 71203, 71201, 71202
Status Penanaman Modal	: PMDN

NIB merupakan identitas Pelaku Usaha dalam rangka pelaksanaan kegiatan berusaha dan berlaku selama menjalankan kegiatan usaha sesuai ketentuan peraturan perundang-undangan.

NIB adalah bukti Pendaftaran Penanaman Modal/Berusaha yang sekaligus merupakan pengesahan Tanda Daftar Perusahaan.

OSS berwenang untuk melakukan evaluasi dan/atau perubahan atas izin usaha (izin komersial/operasional) sesuai ketentuan perundang-undangan.

Seluruh data yang tercantum dalam NIB dapat berubah sesuai dengan perkembangan kegiatan berusaha

Ditetapkan tanggal : 14 Maret 2019  
Perubahan ke-2



*Dokumen ini dikeluarkan dari Sistem OSS atas dasar data dari pelaku usaha. Kebenaran dan keabsahan atas data yang ditampilkan dalam dokumen ini dan data yang tersimpan dalam Sistem OSS menjadi tanggung jawab pelaku usaha sepenuhnya.*





## PEMERINTAH REPUBLIK INDONESIA

### IZIN USAHA

(Surat Izin Usaha Perdagangan)

Pemerintah Republik Indonesia c.q. Lembaga Pengelola dan Penyelenggara OSS berdasarkan ketentuan Pasal 32 ayat (1) Peraturan Pemerintah Nomor 24 Tahun 2018 tentang Pelayanan Perizinan Berusaha Terintegrasi Secara Elektronik, menerbitkan Izin Usaha berupa **Surat Izin Usaha Perdagangan** kepada:

Nama Perusahaan : PT CITRA UNISPEC INDONESIA  
Nomor Induk Berusaha : 9120105331845  
Alamat Perusahaan : Wisma Citra Bethesda Blok G1 No. 14-15 Lantai 2 Gading  
Griya Lestari, RT. 004/009  
Nama KBLI : JASA SERTIFIKASI  
Kode KBLI : 71201  
Barang / Jasa Dagangan Utama : Jasa Survey  
Lokasi Usaha  
- Alamat : Wisma Citra Bethesda Blok G1 No. 14-15 Lantai 2 Gading  
Griya Lestari, RT.004/009  
- Desa/Kelurahan : Sukapura  
- Kecamatan : Cilincing  
- Kabupaten/Kota : Kota Adm. Jakarta Utara  
- Provinsi : DKI Jakarta

Surat Izin Usaha Perdagangan **TELAH berlaku efektif.**

Izin Usaha ini berlaku selama perusahaan melakukan kegiatan operasional sesuai ketentuan perundangan-undangan.

Dikeluarkan tanggal : 14 Maret 2019



*Dokumen ini dikeluarkan dari Sistem OSS atas dasar data dari pelaku usaha. Kebenaran dan keabsahan atas data yang ditampilkan dalam dokumen ini dan data yang tersimpan dalam Sistem OSS menjadi tanggung jawab pelaku usaha sepenuhnya.*



KPP PRATAMA JAKARTA KOJA

**01.364.895.1-045.000**

**CITRA UNISPEC INDONESIA**

NPWP16 : 0013 6489 5104 5000



JL GADING GRIYA LESTARI, G.1, 14-15, SUKAPURA,  
CILINCING, KOTA ADM. JAKARTA UTARA, DKI  
JAKARTA, 14140

Tanggal Terdaftar 04/06/1991



[www.pajak.go.id](http://www.pajak.go.id)

**Pajak Kita Untuk Kita**

**npwvp.**



KEMENTERIAN KEUANGAN  
DIREKTORAT JENDERAL PAKE

Kartu ini harap disimpan baik-baik dan apabila hilang, agar segera melapor ke Kantor Pelayanan Pajak terdaftar.

NPWP agar dicantumkan dalam hal berhubungan dengan dokumen perpajakan.

Dalam hal Wajib Pajak pindah domisili, supaya melaporkan diri ke Kantor Pelayanan Pajak lama atau Kantor Pelayanan Pajak baru.

Seluruh layanan perpajakan tidak dipungut biaya.



