



KEMENTERIAN PENDIDIKAN MALAYSIA

Jabatan Pendidikan Wilayah Persekutuan Kuala Lumpur
Persiaran Tuanku Syed Sirajuddin
50604 Kuala Lumpur

Tel : 03 6204 6000
Fax : 03 6204 6801
Portal : jpwpkl.moe.gov.my

Ruj. Kami : JPWPKL.600/4/2/1 (98)
Tarikh : 4 Mac 2025

Pengetua/Guru Besar
Wilayah Persekutuan Kuala Lumpur

Tuan,

HEBAHAN PENGANJURAN 3RD MALAYSIA FINSWIMMING CHAMPIONSHIP 2025
PERINGKAT KEBANGSAAN

Dengan hormatnya saya merujuk kepada perkara di atas.

2. Dimaklumkan bahawa pihak Malaysia Finswimming Association akan mengadakan 3rd *Malaysia Finswimming Championship 2025* seperti ketetapan berikut:

Tarikh : 18 hingga 20 April 2025
Masa : 8.00 pagi hingga 5.00 petang
Tempat : Pusat Akuatik Zara, Ipoh, Perak

3. Justeru pihak tuan dimohon agar dapat membuat **hebahan** kepada warga sekolah yang berminat untuk menyertai pertandingan tersebut. Bersama-sama ini disertakan surat berkenaan yang jelas menerangkan maksudnya untuk makluman dan tindakan tuan.

4. Sebarang pertanyaan berkaitan perkara tersebut, pihak tuan boleh menghubungi **Encik Ravivarma Sanmugam** melalui talian **012-2243849** atau e-mel **finswimmingmalaysia@gmail.com**.

Kerjasama dan perhatian tuan berhubung perkara ini amat dihargai.

Sekian, terima kasih.

"MALAYSIA MADANI"

"BERKHIDMAT UNTUK NEGARA"

Saya yang menjalankan amanah,


(ZAINUDIN BIN MOHAMAD, AMN)

Timbalan Pengarah Pendidikan
Sektor Pembangunan Murid
b.p. Pengarah Pendidikan
Jabatan Pendidikan Wilayah Persekutuan Kuala Lumpur



Malaysia Finswimming Association

Contact: 011-26002782 Email: finswimmingmalaysia@gmail.com
32F Jalan Zoo, 11500 Air Itam, Pulau Pinang Malaysia

Ruj. Kami: MFSA/JPN/2025 (1)

Semua Pengarah
Jabatan Pendidikan Negeri
(Seperti senarai edaran)

Tarikh: 23 Februari 2025

YBhg. Datuk/ Dr/ Tuan/ Puan,

PERMOHONAN & MENGUAR-UARKAN PENGANJURAN "3RD MALAYSIA FINSWIMMING CHAMPIONSHIP 2025" PERINGKAT KEBANGSAAN

Dengan segala hormatnya saya merujuk kepada perkara di atas.

2. Sukacita dimaklumkan *Malaysia Finswimming Association (MFSA)* akan menganjurkan "3rd Malaysia Finswimming Championship 2025" Peringkat Kebangsaan seperti ketetapan berikut :

Tarikh Pertandingan	: 18hb April 2024 - 20hb April 2025
Sasaran	: Semua Murid sekolah rendah & menengah yang berdaftar dibawah KPM
Tempoh masa	: 8.00am – 5.00pm
Mod pertandingan	: Secara fizikal di Pusat Akuatik Hang Jebat, Melaka

3. Justeru, kami ingin memohon kebenaran penganjuran dan menguar-uarkan bagi penglibatan murid-murid sekolah di bawah Kementerian Pendidikan Malaysia daripada pihak tuan.

4. Bersama-sama ini juga dilampirkan **Surat Kelulusan daripada Bahagian Sukan, Kokurikulum & Kesenian (BSKK) – Kementerian Pendidikan Malaysia (KPM)** dan juga dokumen berkaitan untuk tindakan selanjutnya oleh pihak tuan.

5. Diharap mendapat **kelulusan daripada pihak tuan** dan juga kerjasama pihak untuk **menghebahkan berkaitan kejohanan ini kepada semua sekolah** dibawah Jabatan Pendidikan Negeri. Untuk maklumat lanjut, pihak tuan boleh berhubung dengan, **En. Ravivarma Sanmugam (012-2243849)**. Segala perhatian dan jasa baik pihak tuan dalam perkara ini amatlah kami hargai.

Saya yang menjalankan amanah,

Ravivarma Sanmugam
President
Malaysia Finswimming Association (MFSA)



Malaysia Finswimming Association

Contact: 011-26002782 Email: finswimmingmalaysia@gmail.com
32F Jalan Zoo, 11500 Air Itam, Pulau Pinang Malaysia

SENARAI EDARAN

1. Pengarah
Jabatan Pendidikan Negeri Perlis
Jalan Tun Abdul Razak
01990 Kangar, Perlis
2. Pengarah
Jabatan Pendidikan Negeri Kedah
Kompleks Pendidikan, Jalan Stadium,
05604 Alor Setar, Kedah
3. Pengarah
Jabatan Pendidikan Negeri Pulau
Pinang
Jalan Bukit Gambir,
11700 Pulau Pinang
4. Pengarah
Jabatan Pendidikan Negeri Perak
Jalan Tun Abdul Razak
30640 Ipoh, Perak
5. Pengarah
Jabatan Pendidikan Negeri Selangor
Jalan Jambu Bol 4/3E, Seksyen 4
40604 Shah Alam, Selangor
6. Pengarah
Jabatan Pendidikan Wilayah
Persekutuan Kuala Lumpur,
Persiaran Tuanku Syed Sirajuddin
50654 WP Kuala Lumpur
7. Pengarah
Jabatan Pendidikan Negeri Sembilan
Jalan Dato Hamzah
70990 Seremban, N. Sembilan
8. Pengarah
Jabatan Pendidikan Negeri Melaka
Jalan Istana, Bukit Beruang
75450 Melaka
9. Pengarah
Jabatan Pendidikan Negeri Johor
Susur 7, Jalan Tun Abdul Razak
80604 Johor Bahru, Johor
10. Pengarah
Jabatan Pendidikan Negeri Pahang
Bandar Indera Mahkota
25604 Kuantan, Pahang
11. Pengarah
Jabatan Pendidikan Negeri
Terengganu
Jalan Bukit Kecil,
20604 Kuala Terengganu, Terengganu
12. Pengarah
Jabatan Pendidikan Negeri Kelantan
Bandar Baru Tunjong,
16010 Kota Bharu, Kelantan
13. Pengarah
Jabatan Pendidikan Negeri Sabah
Wisma Jabatan Pendidikan Negeri
Sabah
Jalan Punai Tanah,
88450 Likas, Sabah
14. Pengarah
Jabatan Pendidikan Negeri Sarawak
Jalan Diplomatik, Off Jalan Bako,
93050 Petra Jaya, Sarawak
15. Pengarah
Jabatan Pendidikan Wilayah
Persekutuan Labuan,
Aras 10 Blok 4, Kompleks Ujana
Kewangan,
Peti Surat 81097, 87020 WP Labuan
16. Pengarah
Jabatan Pendidikan Wilayah
Persekutuan Putrajaya,
Aras 7 Blok E2, Kompleks E,
Pusat Pentadbiran Kerajaan
Persekutuan, 62604 WP Putrajaya



3RD MALAYSIA FINSWIMMING CHAMPIONSHIP 2025

19TH & 20TH APRIL 2025

COMPETITION INFORMATION & RULES



- 1.0** Events will be swum as Timed Finals for each age group. Events less than 3 participants will not take place.

2.0 AGE GROUP

- 2.1** Age groups are computed as follows for male and female respectively.

Group A	- 18 years old & above
Group B	- 16 years old - 17 years old
Group C	- 14 years old - 15 years old
Group D	- 12 years old - 13 years old
Group E	- 10 years old - 11 years old
Group F	- 8 years old - 9 years old
Group G	- 6 years old – 7 years old

- 2.2** Age is calculated as of 31st December 2025 in the year of competition. Finswimmers can only compete in their own age group.

3.0 WITHDRAWALS

- 3.1** Any withdrawals on the day(s) of the Championship with or without notification will be deemed as “Did Not Show” or “Did Not Start” (DNS).
- 3.2** Failure to report at the call room when event number is being call maybe deemed as “Did Not Show” or “Did Not Start” (DNS)

4.0 CERTIFICATES & AWARDS

- 4.1** Top 5 finswimmers for each event will be awarded Certificate of Achievement
- 4.2** Top 3 finswimmers for each event will awarded a Medal.
- 4.3** All participants will be awarded Certificate of Participation
- 4.4** PAJSK marks may be obtained for this event.
- 4.5** The Best Athlete (MALE & FEMALE) of each Category, will be selected based on the total accumulated points by individual in their respective individual category only.
- 4.6** Point system is as follows:

Placing	Points
1 st	9
2 nd	7
3 rd	6
4 th	5
5 th	4
6 th	3
7 th	2
8 th	1

- 4.7 Additional Points for TOP record breaker (the higher record) will be added as follows:

Record Breaking	Points
Break National Record (NR)	80
Break Meet Record (MR)	10

- 4.8 In the event of a Tie, the following order of consideration and/or combination shall be considered:

Order of Consideration	
1	Break or Holding existing National Record(s)
2	Break or Holding existing Meet Record(s)
3	Winning Gold(s)
4	Winning Silver(s)
5	Winning Bronze(s)

- 4.9 The "Overall Champion State" Trophy will be determined by the most number of points accumulated by all finswimmers in individual event for their respective state.
- 4.10 The trophy will be awarded to the State Finswimming Association. For State without Finswimming Association, trophy will be awarded to the State Sports Council.

5.0 FINSWIMMING RULES & EVENT GUIDELINES

5.1 Surface Finswimming (SF)

- The swimming style is undulating movement – **Dolphin kick with hands Streamlined.**
- Immersion (Underwater) is only permitted up to **15 meters** after start and after each turn. The snorkel or the finswimmer's head have to go out from the water before the end of the 15 meters.
- Outside the 15 meters zone, a part of the finswimmer or the equipment must **always emerge** from the water surface at all times.
- To distinguish between surface and apnoea, all finswimmers **must use a snorkel for breathing** at all the distances. If snorkel comes out of mouth at any time, swimmer can put the snorkel back in mouth anytime and continue to finish the race with snorkel in mouth. **Ending the race without snorkel is NOT ALLOWED.**
- Only **round diameter with minimum 15mm maximum 23mm** snorkel is allowed as long it is **not longer than 48cm. SPLASH GUARD is NOT ALLOWED.**
- Any type of monofin is allowed to be used. For those without monofin, is allowed to use bifen with **strictly dolphin kick only. Any other kicking style is not permitted.**
- Group G & F can only use Rubber monofin / Bifen**
- View video here : <https://youtu.be/mq9U2BqeBmE>

5.2 Apnoea Finswimming (AP)

- The swimming style is undulating movement – **Dolphin kick with hands Streamlined.**
- The snorkel use is **not permitted.**
- While in apnoea, the **face of the finswimmer must be underwater** (submerged) during the **whole distance.**
- If electronic time equipment is used, the finswimmer **must touch the finish touchpad.**

- e. If the 50 meters apnoea is swum in a 25 meters pool, the finswimmer must touch the wall with a part of the body or the fin when turning.
- f. Any type of monofin is allowed to be used. For those without monofin, is allowed to use bifen with **strictly dolphin kick only. Any other kicking style is not permitted.**
- g. View video here : https://youtu.be/y_8erDIN9Jw

5.3 Immersion Finswimming with breathing apparatus (IM)

- a. In underwater swimming with compressed air breathing apparatus, The swimming style is undulating movement – **Dolphin kick**
- b. The way to carry the equipment used is unspecified.
- c. It is **not allowed to change or abandon the breathing apparatus** during the competition.
- d. The face of the finswimmer **must be underwater** (submerged) during the **whole distance**.
- e. If electronic timing equipment is used, the finswimmer **must touch the finish touchpads**.
- f. The **breathing equipment & tank must not touch the swimming pool walls** or the finish contact pads.
- g. Any type of monofin is allowed to be used. For those without monofin, is allowed to use bifen with **strictly dolphin kick only. Any other kicking style is not permitted.**
- h. View video here: https://youtu.be/AKontdXZ_pE

5.4 Bi-Fins (BF)

- a. The swimming style is **flutter kick with front crawl** swimming on the breast **with a snorkel for breathing all the time** at all the distances.
- b. **Dolphin kick is allowed only during the 15 meters in underwater** after the start and each turn.
- c. Immersion is only permitted up to **15 meters** after start and after each turn. The snorkel or the finswimmer's head have to go out from the water before the end of the 15 meters.
- d. Outside the 15 meters zone, a part of the finswimmer or the equipment **must always emerge from the water surface**.
- e. All Finswimmers **must use a snorkel for breathing** at all the distances. If snorkel comes out of mouth at any time, swimmer can put the snorkel back in mouth anytime and continue to finish the race with snorkel in mouth. **Ending the race without snorkel is NOT ALLOWED.**
- i. Only **round diameter with minimum 15mm maximum 23mm** snorkel is allowed as long it is **not longer than 48cm. SPLASH GUARD is NOT ALLOWED.**
- f. For the start, the fins of the finswimmer must be **positioned on a parallel line** at the front of starting block.
- g. View video here : <https://youtu.be/AspN8DI2KR4>

5.5 Finswimming Equipment

- a. For Surface Finswimming (SF), Apnoea Finswimming (AP) and Immersion Finswimming (IM) event, any type of monofin is allowed to be used. **Group G & F can only use Rubber monofin / Bifen**
- b. For those without monofin, is allowed to use bifen (Training / Standard) with strictly dolphin kick only. Any other kicking style is not permitted.

- c. For Bifin (BF) event, only standard size or training fin is allowed. Other type of fins are not allowed. If not sure, please check with organising team.
- d. No any type of tape/ accessories are allowed in any visible part of the finswimmer.
- j. For Surface Finswimming (SF) and Bi-fins (BF) competition only **round diameter, minimum 15mm maximum 23mm** snorkel is allowed as long it is **not longer than 48cm**. **SPLASH GUARD is NOT ALLOWED**.
- e. Full Socks/ neoprene shoes or boots are NOT allowed to be used with monofin or bifin. Only Toe Socks is allowed.
- f. The finswimmers must use decent sportswear – any type of swim suit that will not affect the natural buoyancy of the finswimmers. Only one sportswear is allowed. Neoprene material is NOT ALLOWED.
- g. One or two swim caps are allowed to be used.

5.6 Starting Procedure

- a. The starting dive must be made from a starting block.
- b. At the beginning of each event, the Referee will signal to the finswimmers by "a series of short whistles". The finswimmers have a maximum of 75 seconds to get ready.
- c. A clock is kept by the pool side for finswimmers to keep track.
- d. After 75 seconds, a "long whistle" is made by the Referee and the finswimmers take position on the starting blocks. The finswimmers may already stand on the starting blocks. The finswimmers and the officials are ready for the start. The referee gives a signal to the starter, with the arm stretched to indicate that the finswimmers are under the control of the starter. Until the start is given, the arm must remain stretched.
- e. On the starter command "take your marks" the finswimmers take up immediately a starting position and standstill. The position of the hands is free. When all finswimmers are stationary, the starter gives the starting signal.
- f. When one or more finswimmers dive or move before the starting signal, they are disqualified. If the starting signal has been given before any disqualification, the event continues, and those finswimmers who have dive or move are disqualified at the end.
- g. If the disqualification is announced before the starting signal, the finswimmers who remain in the event are recalled, and the starter gives again the starting signal
- h. The decisions of the starter or the Referee about false starts are final.

5.7 General Finswimming Rules

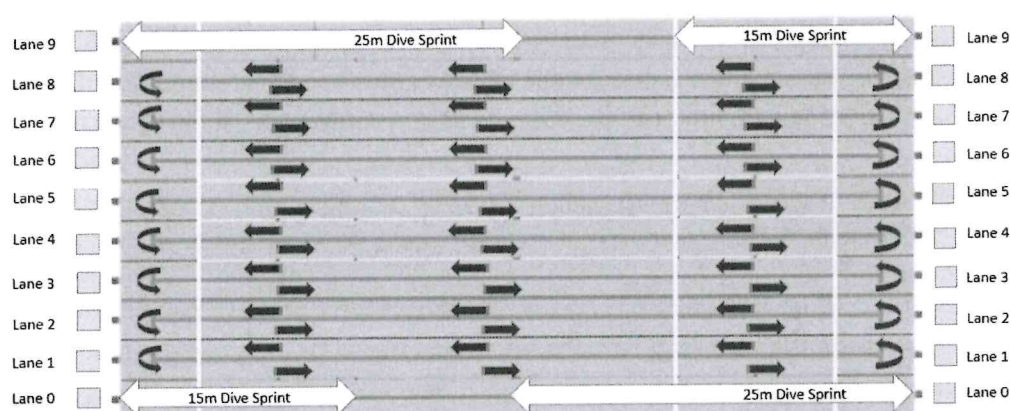
- a. In all event, finswimmers must, at each turn, make physical contact with a part of the body or the equipment at the end of the pool.
- b. For relay races, a team is disqualified if the feet or the fins of the next starting finswimmer have already left the starting block before the arriving finswimmer has touched the wall of the pool; the team isn't disqualified if the starting finswimmer notices his mistake and returns to the wall and starts again. It's not necessary to climb on to the starting block.
- c. For relay races, the finswimmers' names and their starting order must appear in a list submitted to the results office before starting the session
- d. Having completed part of the relay, the finswimmer must remain in the lane (at about 1 meter distance to the electronic touchpad) until the judges instruct him to leave the pool.

The winner who loses part of his equipment, fin(s), snorkel, breathing apparatus during the race (SF, AP, IM, and BF) is disqualified on arrival.

6.0 WARM UP GUIDELINES

- 6.1** The Competition and Warm-Up Pools will be available for warm-ups one and a half (1.5) hours before the competitions commence. The Competition Pool will be closed fifteen (15) minutes before the beginning of each session.
- 6.2** Warm-up lane assignments and regulations for the Competition Pool are as follows:
- Lanes 0 and 9 are Dive Sprint Lanes – strictly for Diving and Sprinting only (15m & 25m on opposite sites). Lanes 1 to 8 are Circle Swimming Lanes for general swimming and/or Pace Work.
 - There shall be **NO DIVING** in Lanes 1 to 8. Entry to these lanes is via feet first entry from the sitting position at all times.
 - The Dive Sprint Lanes are for diving with fins – finswimmers should make way for the next finswimmer to dive, and carefully make their way back to the wall. Finswimmers are advised to exercise caution when doing starts.
 - Finswimmers are not allowed to sit or press down on the lane ropes.
 - Finswimmers are required to exit the pool from the sides, and not by climbing over the touch pads.
 - Only Coaches and Team Officials will be allowed on the Competition Pool Deck during the warm-up sessions.
 - In order to ensure a smooth Finswimming Competition Time-Lines Compliance, eliminate unnecessary downtime due to infraction enquiry to the Referee, promote Fair Play during the Finswimming Competition and eliminate Technical Officials duty obstruction, the **Pool Deck is strictly out of bounds to ALL** except the Technical Officials on duty, Finswimming Competition Management Committee, Appointed Volunteer and Appointed Media Coverage Personnel.

Malaysia Finswimming Warm-Up Layout Plan



7.0 CONTROL ROOM GUIDELINES

- 7.1** **NO ONE** is allowed to enter control room. Any matters pertaining to the event, if required, will be discussed with **ONLY TEAM MANAGER**. No proxies shall be entertained.
- 7.2** Results will be available through TM Telegram group; printed results may be available on notice board (subject to availability). A softcopy of the full results will be shared in Telegram Group and emailed to the respective states after the championship.

8.0 PROTESTS

- 8.1** Protests are possible:
- a. If the rules and regulations for the conduct of the competition are not observed,
 - b. Against the decisions of the referee; however, no protest shall be allowed against the decision of facts.
- 8.2** All protests prior to the start of race shall be considered by the Meet Referee.
- 8.3** If conditions causing a potential protest are noted prior to the competition start, a protest must be lodged before the signal to start the race is given.
- 8.4** For disqualification protest, details of disqualification committed by any finswimmer shall be made to the competition Organising Secretary by the Team Manager. No proxies will be entertained.
- 8.5** Photos and videos obtained through a system or a device not approved by MFSA will not be taken into account.
- 8.6** In the absence of the Organising Secretary, disqualification protest shall be directed to Technical Director or Meet Director.
- 8.7** Protests must be submitted in accordance with the following:
- a. In writing using the official protest form, with the supporting facts.
 - b. With a deposit of RM200.00.
 - c. Submitted to the Organising Secretary by the Team Manager. No proxies will be entertained.
 - d. Submitted within thirty (30) minutes following the announcement of confirmation by the referee and display of the official results at board or in Telegram (if event is conducted without touchpad).
- 8.8** If the protest is rejected, it must be stated the reasons for the decision. The Team Manager may then appeal the rejection to the Jury of Appeal, whose decision shall be final.
- 8.9** If the protest is not upheld, the deposit shall be forfeited to the Organizing Committee of the Championships. If the protest is upheld, the deposit shall be returned.

9.0 JURY OF APPEAL

- 9.1** The Chairman of the Jury of Appeal shall be President of MFSA or anyone he chooses to appoint on his absence.
- 9.2** A maximum of six (6) and a minimum of four (4) other members of the Jury of Appeal shall comprise of the following:
- a. Technical Director, Organising Secretary, and a maximum of four (4) and a minimum of two (2) representative from amongst the participating states not involved in dispute. The Chairman of the Jury of Appeal shall appoint the representatives.



Our Ref: MFSA/MFC25/1

The President/ Honorary Secretary/ Sport Directors/ Principals
> Affiliates of Malaysia Finswimming Association,
> State Swimming Associations,
> Aquatic Clubs,
> Schools, IPTA, IPTS

10th February 2025

Dear Sir/ Madam

3RD MALAYSIA FINSWIMMING CHAMPIONSHIP 2025

Malaysia Finswimming Association is pleased to extend invitation to all affiliates of Malaysia Finswimming Association, State Swimming Associations, Aquatic clubs and all its members, Public Institute of Higher Learning and Private Institute of Higher Learning to participate in the 3rd Malaysia Finswimming Championship 2025

1. MEET INFORMATION

- | | |
|-------------------------|--|
| a) Date | 19 th April 2025 & 20 th April 2025 |
| b) Venue | : Pusat Akuatik Tuanku Zara, Ipoh, Perak |
| c) Organiser | : Malaysia Finswimming Association (MFSA) |
| d) Rules | : MFSA MFC2025 Rules Applied (dated 1 st February 2025) |
| e) Age of Reckoning | : 31 st December 2025 |
| f) Team Manager Meeting | : 5.00pm, 18 th April 2025 @ Pusat Akuatik Tuanku Zara |
| g) Entries | : No limit to events / swimmers, Use HY-TEK entry system |
| h) Closing Date | : Friday, 21st March 2025 by 5.00pm |

2. CHAMPIONSHIP DETAILS

For Registration Details & Rules of this Championship, Order of Events, Registration Link, Event Support Link, and Hy-Tek System Zip File, please join this Telegram Group:> link :

<https://t.me/+v3xjbAoylhhiMjY1> Or Scan this QR Code



3. FEE & BANK DETAILS

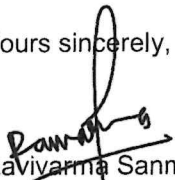
- | | |
|--------------------------------|---|
| Entry Fee | : RM 0.00 |
| Logistics & Technical Fee | : |
| For MFSA Affiliates | : RM 50.00 per participant (<i>Individual Events</i>)
RM 200.00 per team per event (<i>Relay Events</i>) |
| For NON MFSA Affiliates | : RM 150.00 per participant (<i>individual Events</i>)
RM 600.00 per team per event (<i>Relay Event</i>) |

All payments to be bank into :

MAYBANK (Malaysia Finswimming Association) Acc. No: 557120064731

We thank you in advance for your participation and look forward to your entries.

Yours sincerely,


Ravivarma Sanmugam
President



BAHAGIAN SUKAN, KOKURIKULUM DAN KESENIAN
Sports, Co-curricular and Arts Division
KEMENTERIAN PENDIDIKAN MALAYSIA
Ministry of Education Malaysia
Aras 1, 2 & 7, Blok E13, Kompleks E
Pusat Pentadbiran Kerajaan Persekutuan
62604 PUTRAJAYA
MALAYSIA

Telefon : +603 8884 1001 / +603 8884 1002
Faks : +603 8884 1034 / +603 8888 6790
Laman Web : www.moe.gov.my

Ruj. Tuan: MFSA/KPM/2025(1)
Ruj. Kami: KPM.600-5/6/2 Jld23(24)
Tarikh : 13 Februari 2025

Presiden

Malaysia Finswimming Association
32F Jalan Zoo
11500 Air Itam
PULAU PINANG

Tuan,

MAKLUM BALAS KEBENARAN PENGANJURAN KEJOHANAN “3rd MALAYSIA FINSWIMMING CHAMPIONSHIP” PERINGKAT KEBANGSAAN

Dengan segala hormatnya saya ingin merujuk kepada perkara di atas dan surat daripada pihak tuan bertarikh 6 Februari 2025 adalah berkaitan.

2 Sukacita dimaklumkan bahawa Kementerian Pendidikan Malaysia (KPM) melalui Bahagian Sukan, Kokurikulum dan Kesenian (BSKK) telah menerima dan meneliti permohonan penganjuran program di atas daripada pihak tuan. Pihak KPM mengalu-alukan inisiatif agensi kerajaan dan bukan kerajaan dalam membantu membangunkan aktiviti sukan/kokurikulum di negara ini.

3 Sehubungan dengan itu, pihak KPM mengambil maklum akan permohonan pihak tuan serta **tiada halangan** bagi penganjuran **Kejohanan “3rd Malaysia Finswimming Championship” Peringkat Kebangsaan**. Walau bagaimanapun, pihak KPM ingin menarik perhatian tuan bahawa pelaksanaan aktiviti berkenaan hendaklah memenuhi syarat serta mematuhi:

- 3.1 Surat Pekeliling Ikhtisas (SPI) Bilangan 7/1988: Penyertaan Pelajar Dalam Pertandingan atau Kejohanan Sukan Anjuran Persatuan atau Badan Induk Sukan;
- 3.2 SPI Bilangan 8/1995: Penyertaan Pelajar Dalam Pertandingan Kejohanan Sukan Anjuran Persatuan atau Badan Bukan Induk;

...2/-

- 3.3 SPI. Bil.8/2009: Langkah-Langkah Keselamatan Semasa Mengikuti Aktiviti/Program Lawatan Di Luar Waktu Persekolahan;
 - 3.4 Bil.5/2018: Garis Panduan Perwakilan Kuasa Daripada Ketua Pendaftar Institusi Pendidikan dan Guru Kepada Pendaftar Bagi Kelulusan Permohonan Oleh Pihak Luar Menjalankan Aktiviti Melibatkan Murid, Guru dan Institusi Pendidikan Kementerian Pendidikan Malaysia;
 - 3.5 SPI Bil.9/2023: Garis Panduan Lawatan Murid Sekolah Bawah Kementerian Pendidikan Malaysia Mulai Tahun 2023 dan;
 - 3.6 Surat Siaran Pengurusan Kokurikulum Bil.2/2010: Garis Panduan Pelaksanaan Program Pendidikan (Kokurikulum) Tajaan Agensi Luar.
4. Selaras itu, perkara yang perlu dipatuhi oleh penganjur dalam melaksanakan aktiviti adalah seperti berikut:
- 4.1 Pihak penganjur hendaklah mengemukakan permohonan kepada Jabatan Pendidikan Negeri setelah mendapat maklum balas dari KPM dalam tempoh **30 hari** sebelum tarikh pelaksanaan program.
 - 4.2 semua murid terlibat hendaklah mendapat kebenaran dan persetujuan daripada pengetua/guru besar sekolah yang terlibat bagi menyertai program ini;
 - 4.3 penyertaan murid hendaklah secara sukarela dan mendapat kebenaran daripada ibu bapa/penjaga;
 - 4.4 surat ini **tidak boleh** diguna pakai bagi maksud untuk mendapatkan sumbangan serta tajaan daripada mana-mana pihak berkenaan;
 - 4.5 penyertaan murid **tidak mengganggu atau menjejaskan** waktu pengajaran dan pembelajaran (PdP)/program/aktiviti sekolah;
 - 4.6 pihak penganjur hendaklah memberikan maklumat program kepada pihak sekolah supaya boleh dimaklumkan kepada murid yang terlibat;
 - 4.7 pihak penganjur bertanggungjawab menguruskan insuran kemalangan yang bersesuaian dengan aktiviti yang dijalankan, menjaga kesihatan, keselamatan dan kebajikan semua murid yang terlibat dengan program ini;

- 4.8 tiada implikasi kewangan kepada Kementerian Pendidikan Malaysia (KPM), Jabatan Pendidikan Negeri (JPN), Pejabat Pendidikan Daerah (PPD), sekolah dan murid yang terlibat (merujuk SPI Bil.5/2018);
- 4.9 pihak penganjur hendaklah bertanggungjawab menanggung semua kos penganjuran program atau aktiviti yang dianjurkan termasuk pengangkutan, makan dan minum; **melainkan mendapat pertimbangan khas daripada Pendaftar;**
- 4.10 pihak penganjur perlu mengemukakan **draf poster/gegantung/hebahan digital/sijil** untuk semakan BSKK sebelum diedarkan;
- 4.11 pihak penganjur hendaklah merujuk dan mematuhi pelaksanaan **Kod Sukan Selamat** daripada Kementerian Belia dan Sukan;
- 4.12 penggunaan logo KPM tanpa kelulusan adalah tidak dibenarkan. Pihak penganjur perlu mengemukakan permohonan penggunaan logo KPM berserta dokumen lengkap kepada **Unit Komunikasi Korporat selepas mendapatkan maklum balas/surat sokongan permohonan penganjuran program ini**. Syarat permohonan adalah seperti dalam **Garis Panduan Penggunaan Logo Rasmi Kementerian Pendidikan Malaysia** (<https://www.moe.gov.my/muat-turun/multimedia/logo>);
- 4.13 pihak penganjur dimohon memastikan agar penerapan amalan nilai murni, pembinaan karakter murid dan perpaduan diterapkan dalam pelaksanaan program;
- 4.14 bagi **tujuan pengiktirafan** program, pihak penganjur perlu mengemukakan **permohonan rasmi berserta satu salinan laporan program yang dijalankan (format seperti di Lampiran A)** kepada **Pengarah BSKK, KPM tidak lebih dari 30 hari selepas tamat program;**
- 4.15 pihak penganjur adalah dimohon untuk mengemukakan **Surat Setuju Terima (seperti di Lampiran B)** kepada pihak BSKK dalam tempoh **14 hari** selepas menerima surat maklum balas permohonan bagi mengesahkan persetujuan untuk melaksanakan program; dan
- 4.16 KPM berhak menarik balik surat penganjuran program ini sekiranya pihak penganjur gagal mematuhi syarat dan peraturan yang ditetapkan atau bercanggah dengan dasar sedia ada yang sedang berkuat kuasa. Sebarang ketidakakuran akan memberikan kesan kepada permohonan agensi pada masa akan datang.

5. Maklum balas penganjuran program ini hanya untuk **Malaysia Finswimming Association (MFSA) Air Itam, Pulau Pinang** sahaja yang akan menganjurkan program **Kejohanan "3rd Malaysia Finswimming Championship" Peringkat Kebangsaan** bertarikh pada **19 hingga 20 April 2025** bertempat di **Pusat Akuatik Tuanku Zara, Ipoh, Perak**. Sebarang kebenaran program baharu hendaklah dikemukakan kepada Pengarah BSKK, KPM.

6. Sebarang pertanyaan, sila hubungi **Liza binti Mohd Alias** di talian **03-8884 1085** atau melalui e-mel liza.mdalias@moe.gov.my.

Kerjasama yang diberikan amat dihargai.

Sekian, terima kasih.

"MALAYSIA MADANI"

"BERKHIDMAT UNTUK NEGARA"

Saya yang menjalankan amanah,



(ITHNIN BIN MAHADI)

Pengarah

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