

Sugud Islands Marine Research Centre (SIMRC)

Booking Procedures and Fees

BOOKING

Booking form for SIMRC and facilities can be obtained from Reef Guardian website (www.reefguardian.com.my). The form must be completed and must either be faxed to 089-675111 or emailed to reefguardian2004@yahoo.com. Booking should be made 4 months in advance before the date of visit. Short visit (less than 4 days) and walk-in booking will be reviewed on the availability of the centre.

DEPOSITS (non-refundable)

Reservations will be confirmed only when a booking deposit of **RM200 per person** (due at time of booking) is received. Final payment is due 1 month in advance from date of arrival. Adjustment for additional service charges and Goods and Service Tax (GST) will be made on your final bill payment prior to departure.

CANCELLATION CHARGES

- 60 days prior to visit, 100% refund
- 30-59 days prior to visit, 50% refund
- 29 days prior to visit, 20% refund
- 1-28 days prior to visit, no refund

ACCOMODATION RATES

Room plus 3 meals/day/person (Student) (Twin sharing, fan-ventilated room and sharing toilet)	RM 163
Room plus 3 meals/day/person (Researcher, educator) Single occupant	RM250
Twin sharing (per person)	RM200
Room plus 3 meals/day/person (Recreational) Twin sharing per person	RM220

BOAT RATES

Boat for diving/snorkeling activities

34 ft dive boat (with boatmen)/day	RM800
Capacity: 12 divers or 12 snorkelers	
(Maximum 3 trips a day, not more than 5 km distance from Billean Island each trip)	

Return Boat transfer from Sandakan to Billean Island

Package rate/person (student & researchers)	RM300
Package rate/person (other)	RM325

Additional boat transfer from Billean Island to Sandakan (special request)

1 boat for 12 passengers	
One way	RM1800
Return trip	RM3600

Transfer boat Billean Island to Lankayan Island

Follow Reef Guardian boat schedule (twice weekly)	FOC
Additional request per person	RM50

DIVING GEAR

Field course and research use

BCD, regulator, fin, mask, weight plus 3 tanks per day	RM150
Additional tank (per tank)	RM10

Recreational

BCD per day	RM100
Regulator per day	RM80
Mask, fin, weight and 3 tanks per day	RM30
Dive Master per hour	RM60
Shore dive	FOC
Boat dive per person (Minimum 2 divers, Maximum 12 divers)	RM80
Additional tank (per tank)	RM15

*Divers are required to bring along their diving license.

*Please note that buddy system is enforced in diving activities, be it for research or for recreational purposes

*Booking of dive gears must be arranged during booking.

*Lost equipments will be charged at replacement value plus 15%.

*Damaged to dive equipment will be billed at repair cost plus 15%

OFFICE SERVICES

Copies and printing (Black & White)	RM1.00/copy
WIFI	FOC

Maxis phone service (2G network) is available on island. Phone data plan can be purchased directly from Maxis. Mobile phone reload can be purchased from Sandakan or Lankayan Island Dive Resort.

OTHERS CHARGES

SIMCA conservation fee per person per night	RM25
Service charge and Goods and Service Tax (GST)	12%

INSURANCE

SIMRC does not carry insurance that covers your individual needs such as accident, health, equipments losses or damage.

Individual or group

Proof of DAN insurance is required for all students, researchers, lecturers, instructors and visitors who are diving. Any dive injuries will have to be evacuated from the island to the Sandakan hospital. The closest recompression chamber located at Semporna which is 5 hours by land transportation.

CODE OF CONDUCT POLICY

In order to ensure the safety and well being of staff, students, researchers and general public, SIMRC is committed to maintaining an environment that is free of drugs, and alcohol that are used illegally. SIMRC prohibits the consumption of alcoholic beverages within SIMRC compound. Moreover, no persons associated with SIMRC may bring weaponry to the centre. Violation of these rules will result in expulsion from SIMRC and associated activities without monetary refund. Staff, students, researchers and associated parties will aim to treat all people with respect and foster a productive environment free of harassment, intimidation and discrimination. Staff, students, researchers and general public who are visiting SIMCA must also adhere to SIMCA rules and regulations, stipulated by Reef Guardian.

ARRIVAL AND DEPARTURE

Before arrival

Please ensure all individual completed the relevant forms and following documents. Form can either be fax to +60-89-675111 or email to reefguardian2004@yahoo.com.

Required documents:

1. Dive certification card (need to be brought if diving is required)
2. DAN insurance policy (copy)
3. Liability form
4. Dive log book
5. Medical and emergency contact information

On arrival

Reef Guardian program coordinator will provide briefing to give an orientation, highlighting the facilities available, meal times, fire safety and general guidelines.

Before departure

Please contact Reef Guardian program coordinator 2 days before leaving SIMRC for bill settlement. Payment must be made in Ringgit Malaysia (RM) or credit card.

SIMRC ADDRESS

Reef Guardian Sdn Bhd
1st Floor Block C, Lot 38
Bandar Tyng Mile 6, North Road
90000 Sandakan Sabah Malaysia

Phone : +60-89-278002 (Lankayan site office)
 : +60-89-673999 (Sandakan office)

Fax : +60-89-675111 (Sandakan office)

Email : reefguardian2004@yahoo.com

Web : www.reefguardian.com.my