

Heightened Precautionary Measures for EDB/ESG Managed Shipyards and/or Process Terminals

Effective Date: 7 May 2021



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Background

- **Effective 1 May 2021**, travellers arriving or transiting in Singapore who have been in or transited through Bangladesh, India, Nepal, Pakistan and Sri Lanka are Not-To-Land (NTL) in Singapore (termed as the 5 NTL countries).
- **Effective 7 May 2021**, 23:59 hours, travellers with recent travel history to higher-risk countries will be required to serve a 21-day Stay Home Notice (SHN) at dedicated SHN facilities.
 - To align with the Ministry of Health's border control measures, the pre-arrival criteria for all arriving NTL crew will be aligned to a 21-day period prior to entering Singapore
 - All sign-on crew travelling to Singapore will serve 21 days SHN.
- EDB/ESG managed shipyards and/or process terminals must seek EDB Central COVID-19 Ops (CCO)'s approval before accepting all ships arriving or transiting through the 5 NTL countries.

For EDB/ESG Managed Process Terminals

- **Effective 2 May 2021**, contactless operations (ops)* will be the default cargo ops
- Contactless cargo ops or contactless ops with segregation procedures must be submitted to EDB CCO for approval (**refer to slide 4, Approval Process of Contactless Operations**)

For EDB/ESG Managed Shipyards

- **Effective 7 May 2021**, all ships calling at shipyards for repairs, regardless of their last port of call, will adhere to the heightened Mandatory Precautionary Measures (**refer to slide 6, Heightened Precautionary Measures**)
- Shipyards must obtain approval from EDB CCO for all ships arriving or transiting through the 5 NTL countries prior to the issuance of ship acceptance letter or letter of acceptance to the ships (**refer to slide 7, Approval Process for Ship Repair Calls/ Contact Ops from the 5 NTL countries**)
- For all other operations, except the ship repairs, shipyards must carry out contactless ops (default ops). The shipyards must submit their contactless ops procedures to EDB CCO for approval.
 - Note: For contactless ops, the arriving NTL crew are not required to undergo PCR swab or sero test.

*MPA Contactless Cargo Operations at Petrochemical Terminals (slide 19 onwards)

Contactless Operations (Ops)

Contactless Ops

- No shore-based personnel, including shipowners/operator/charterers/terminal representatives, cargo interest representatives and etc, are allowed to board the vessel.
 - The connection and disconnection of hoses/arms, quality sampling, and quantity checking, etc, are to be conducted by the ship's crew.
- Exchange of documents (i.e. cargo papers and loading plans) must be carried out preferably electronically or contactless exchange.
 - If any of the processes involves a shore-based personnel other than a MPA-licensed harbour pilot, MPA Port Chemist or Dock Master in Full PPE boarding the vessel, EDB would not be able to make a successful appeal for the ship to conduct contactless ops.

Contactless Ops with Segregation Protocol (aka Segregated Contactless Ops)

- Ops conducted without interaction between ship's crew and shore-based personnel, and further segregations between the ship's crew and the shore-based personnel can be achieved through implementation of enhanced safe management measures (SMM).

Approval Process for Contactless Ops

The Following Info Must Be Provided in the Approval Request for each vessel :

- EDB/ESG managed Shipyard/Process terminal's Contactless Ops Procedures*
- Vessel's Estimated Time of Arrival (ETA) & Pilot On Board (POB);
- Duration of Contactless Ops;
- Vessel's Estimated Time of Departure (ETD)
- Crew/Passenger List;
- List of Shore Based Personnel involved in Contactless Ops; preferably vaccinated personnel involved
- Ship Sanitation Certificates
- Layout of vessel with illustration/safe working procedures of how contactless ops / contactless ops with segregation will be conducted for each vessel with clear demarcation of work areas
- Declaration if ship has done contact ops at any of the 5 NTL countries in past 21 days **or have suspected C+ or close contact on board (Need MPA and Port Health to approve and copy EDB CCO in writing)**

- Applicant shall ensure all involved shore-based personnel are briefed on the approved SMM, i.e. via Tool Box Meeting
- CCO may dispatch inspection team to ensure compliance to approved SMM. Applicant shall facilitate clearance of inspection team to site.
- Applicant shall notify CCO on completion of contactless ops.

EDB/ESG managed Shipyard / Process Terminal to notify EDB CCO and seek approval for contactless ops

Earlier than A-17

By A-14

* Companies can draw reference to MPA's tankers contactless ops procedures

CCO requires 72hrs to review application after consultation with the applicant. Applicant can then issue job acceptance letter# to the shipyard/process terminal.

Applicant shall submit the Vessel's Maritime Declaration of Health to EDB CCO

By A-1

Applicant shall update CCO on the arrival of vessel and any changes to the schedule

A-Day

Applicant shall ensure conditions of approval are implemented prior to commencement of ops (D-day).

D-Day

Vessel leave Singapore. Applicant to monitor all participating shore-based personnel over the next 14 days for ARI symptoms and report immediately. Nominal rolls of all shore based personnel to be presented upon request.

D+14

NOTE:

- # Company must obtain EDB's approval for each vessel calling for contactless ops. Company to inform the ship agent, who would update MPA on the status.
- If there were any sign-on crew change in the past 21 days, the sign-on crew must be at their quarters during the contactless ops / contactless ops with segregation.**
- Incoming ships to shipyards OR process terminals with crew suspected of COVID-19 must declare to MPA and NEA Port Health Section (PHS) and obtain their approval (keep EDB CCO in copy) to enter Port of Singapore.

A – Vessel Arrival Day
17 – Number of calendar days before the Vessel Arrival Day

Effective 7 May 2021, EDB/ESG managed shipyards / process terminals are to comply with the Heightened Mandatory Precautionary Measures under Ship Repair Framework for all ship repair calls OR contact ops from all ports of call

Current Mandatory Precautionary Measures

Pre-arrival Criteria

1. Ship must not have had any new sign-on within the last 14 days prior to entering the Port of Singapore.
2. All crew/passengers must not have had shore leave and any physical interaction with any shore-based personnel in port of calls within the last 14 days prior to entering the Port of Singapore
3. Yards must ensure that all crew, from all countries, have their PCR swab test (PDT) taken within 72hrs and tested negative before departure from the last port of call. Yards must keep a record of the crew' PDT negative test results.

On-arrival Criteria

1. D1 Swab + Sero, D3, D7 and D14 swab tests to be done onboard the ship in EDB/ESG managed shipyard / process terminals.
2. Shore-based personnel can only board after all crew are tested COVID Negative (C-), Serology Positive (S+) / Negative (S-) for their on-arrival (OAT) PCR swab and serology test (Total Ab or IgM + IgG)

Emergency Repairs

1. Emergency repairs are exempted from pre-arrival criteria. Shore-based personnel shall only board the ship to work after all crew have tested PCR Swab negative on D7. Contactless repair works can still be carried out once the ship is safely berthed at the shipyard.

Heightened Mandatory Precautionary Measures (wef 7 May 2021)

Pre-arrival Criteria

1. Ship must not have had any new sign-on within the last **21** days prior to entering the Port of Singapore.
2. All crew/passengers must not have had shore leave and any physical interaction with any **overseas** personnel in port of calls within the last **21** days prior to entering the Port of Singapore
3. Yards must ensure that all crew, from ALL countries, must have their PCR swab test (PDT) taken within 72hrs and tested negative before departure from the last port of call. Yards must keep a record of the crew' PDT negative test results.

On-arrival Criteria

1. D1 Swab + Sero, D3, D7, D14 and **D21** swab tests to be done onboard the ship in EDB/ESG managed shipyard / process terminals. (**Note:** Ships currently at the shipyards will also be subjected to the updated enhanced testing regime, i.e. D1 swab + sero, D3, D7, D14 and **D21** swab tests)
2. Shore based personnel can only board after all crew are tested COVID Negative (C-), Serology Positive (S+) / Negative (S-) for their On arrival PCR Swab and Serology Test (Total Ab or IgM + IgG)

Emergency Repairs

1. Ships calling at shipyards for emergency repairs must adhere to the updated enhanced testing regime above.
2. Emergency repairs are exempted from pre-arrival criteria above. Shore-based personnel shall only board the ship to work after all crew have tested PCR Swab negative on **D21**. Contactless repair works can still be carried out once ship is safely berthed in shipyard.

Approval Process for Ship Repair Calls OR Contact Ops from the 5 NTL Countries

The Following Info Must Be Provided in the Approval Request for each vessel arriving from 5 NTL countries:

- a. Shipyard confirms ships comply with latest MPM
- b. Vessel's ETA;
- c. Duration of Ship Repairs;
- d. Vessel's ETD
- e. Crew/Passenger List;
- f. List of Shore Based Personnel involved in ship repairs; preferably vaccinated personnel involved
- g. Layout of work areas on board ship that shore based personnel will work on
- h. Declaration if ship has done contact ops at any of the 5 NTL countries in past 21 days
- i. **Any ship with suspected C+ or close contact on board will not enter Port of Singapore unless MPA and PHS approve contactless ops only**

- a. Applicant shall ensure all involved shore-based personnel are briefed on the approved SMM, i.e. via Tool Box Meeting
- b. CCO may dispatch inspection team to ensure compliance to approved SMM.

Shipyard / Process Terminal to notify EDB CCO and seek approval

Earlier than A-17

By A-14

Ship agent submits Vessel's Maritime Declaration of Health and PDT results to MPA

By A-1

Applicant shall update CCO on the arrival of vessel, and changes to schedule

A-Day

Applicant shall ensure conditions of approval are implemented prior to commencement of repairs after all crew are tested C-

D-Day

Vessel leaves Singapore. Applicant to monitor all participating shore-based personnel over the next 14 days after completion of repair works for ARI symptoms and report immediately. Nominal rolls of all shore based personnel to be presented upon request

C+14

A – Vessel Arrival Day
17 – Number of calendar days before Vessel Arrival Day

CCO needs 72hrs to review after due consultation with applicant
Applicant can then issue job acceptance letter# to shipyard

- # Mandatory Precautionary Measures
- Pre-arrival
1. No new sign-on in the past 21 days
 2. No shore leave or physical interaction with any overseas individuals in the past 21 days
 3. Pre-departure Swab tests in last port of call
- On-arrival
1. D1 Swab + Sero, D3, D7, D14 and D21 swab tests



Schematics of the Heightened Measures at the Marine & Process Worksites

Mitigation Measures for Arriving NTL Crew

Before entering Port Limits

No crew change, no shore leave for crew and no physical interaction with overseas individuals within the last 21 days, regardless of last port of call

Pre-departure PCR Swab Tests to be taken at last port of call for all crew from all countries

Shipyards must obtain approval from EDB CCO for all ships calling at shipyards for ship repairs which arrive or transit through **India, Bangladesh, Nepal, Pakistan and Sri Lanka**

Shipyards issue Shipyard's acceptance letter **only** after inbound ships fulfilled all the Mandatory Precautionary Measures (MPM)

Ship agent provides the PDT results, Maritime Declaration of Health and shipyard's acceptance letter to MPA upon submission of the Electronic Pre-Arrival Notification

Port Limits

Anchorage

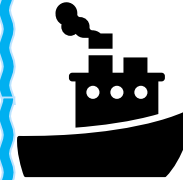
Contactless Ops for sustenance ops e.g. food resupplies, bunkering, demucking

Essential shore-based personnel e.g. PSA Harbour Pilot, Port Chemist boards in full PPE and are vaccinated as priority

SmartEntry at Sea implemented by MPA regarding all shore based personnel that boards ships at anchorages or at sea to be on RRT.



Shipyard Water Line



Arrival into Shipyards

Arriving NTL crew must adhere to the updated enhanced testing regime:

- a. D1 Swab + Sero
- b. D3, D7, D14 and **D21** Swab

Shore based personnel are allowed to board and work only after all NTL crew are tested C- from D1 Swab tests.

Shore-based personnel are encouraged to be vaccinated before boarding the vessel

Sign On Crew Procedures

Crew Home Country

Certified fit to travel within 24hrs prior departure to SG



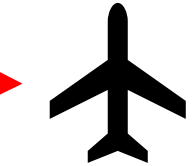
Pre Depart Swab test within 72hrs prior departure to SG



Recommended self isolation for 5 days

Singapore

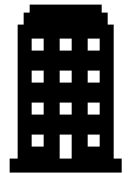
Airport



MPA Sign On - Crew Holding Facility (CHF) - Grand Corpthorne ~500pax

STVP Crew Change
- OAT Swab at Airport
- Traveller to take Gov Subsidised Transport to SDF

21D SHN

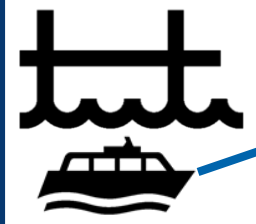


Testing Regime
D14 & D21 (Exit Swab)



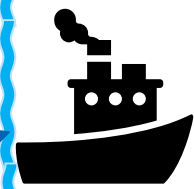
Only for Crew Change Sign On meeting PMC 10, 12 & 13 of 2021 i.e. Sign on crew must depart within 48hrs upon arriving into SG

Marina South Pier(MSP)
Or West Coast Pier (WCP)



Water Taxi

Shipyard Water Line



Shipyard

If the **vessel living conditions are not conducive**, the ship agents must arrange alternative accommodation for the sign-on crew and, ensure crew adhere to the M&O Safety Management Measures (SMMs) so as to enter the production areas of shipyard

Mitigation Measures for Shore-based Personnel

Shipyard Water Line



Production Areas of Shipyards

As part of Shipyards' security and safety requirements, shipyards must keep records of shore-based personnel boarding and disembarking from ships

Shore-based personnel must adhere to the prevailing MPA's Port Marine Circular (PMC) SMM

Shore-based personnel boarding ships in Singapore's port or anchorages must check in and out using SafeEntry@Sea

Shipyard Entry to Production Areas

Pre-entry requirements for shore-based personnel entering the production areas of shipyards

1. Be on prevailing Rostered Routine Testing (RRT) i.e. 7D RRT
2. Employers must enforce all ad-hoc visitors/workers to clear their PCR Swab or Antigen Rapid Test (ART) within 72hrs and be tested negative prior to entering the shipyards. The ad-hoc visitors/workers are subsequently required to undergo a D5 and a D11 PCR swab test.



EDB CCO's Evaluation Criteria on Contactless Ops

EDB CCO's evaluation criteria

- EDB CCO's evaluation criteria on the contactless operations is aligned with MPA's contactless cargo operations at Petrochemical Terminals*
- Key principle – **Safety comes first** when conducting contactless operations
- There should be no form of physical interactions between the shore-based personnel and crew at all times. There must be at least a 3m safety distance between them.
- If contactless ops with segregation is to be conducted, the specific safe working procedures (SWP) and the ship layout must be shared with EDB CCO.

CCO's EVALUATION CRITERIA

Activities	Ship's Crew	Shore Based Personnel
<p>Health Declaration</p>	<p>Vessel calling into the terminal/waterfront facility must complete the MPA's Maritime Declaration of Health. Applicant shall conduct its own risk assessment based on the declaration before allowing vessel to be berthed.</p> <p>Applicant shall verify and declare all contact operations vessel has undertaken in any port located within any of the specified countries.</p>	<p>Shore based personnel shall preferably be fully inoculated with Singapore approved COVID-19 vaccines and have undergone at least two 7D RRT cycles after receiving their second dose.</p> <p>Applicant shall not deploy any shore-based personnel who have exhibited any ARI symptoms in the last 14 days.</p>
<p>Safe Distancing</p>	<p>To remain in designated accommodation</p> <p>At all times, not to interact with shore-based personnel.</p>	<p>At least 3 metres from any other personnel when onboard vessel</p> <p>At all times, not to have any form of physical interaction with ship crew and limited to the declared work areas.</p> <p>Applicant MUST declare if interaction between shore-based personnel and ship crew cannot be avoided.</p>

CCO's EVALUATION CRITERIA

Activities	Ship's Crew	Shore Based Personnel
<p>Enhanced Segregation Measures</p>	<p>Unless otherwise approved, vessel crew shall remain in their designated accommodation area throughout the ops.</p>	<p>Dock master / Pilots assisting in the berthing and unberthing of vessel shall, as far as possible, conduct their activity at an open area, i.e. the bridge wing. They are to be in full PPE.</p> <p>Shore based personnel shall limit their movement to the declared work zones on board the ship only.</p> <p>Shore based personnel shall not consume meals while onboard, and must not use of any of the vessel's common facilities such as toilet, pantry and smoking area.</p> <p>Submission/receiving of documents shall be done electronically or contactless, and meetings with vessel crew shall be done virtually or through other non face-to-face means such as walkie-talkie.</p> <p>Shore based personnel shall disembark immediately upon completion of ops.</p>

CCO's EVALUATION CRITERIA

Activities	Ship's Crew	Shore Based Personnel
PPE	Must wear a fitted N95 mask at all times. In addition, other appropriate personal protective equipment, such as gloves and gown, should be worn if they do not jeopardise operational and personal safety.	Must wear a fitted N95 mask at all times. In addition, other appropriate personal protective equipment, such as face shield, gloves and gown, must be worn if they do not jeopardise operational and personal safety. PPE must be displaced as bio hazard waste
When the vessel arrive at the terminal	Sanitize gangway, common areas and areas with high touch point before shore based personnel board the vessel, and ensure that there is hand sanitizer available in these areas. The ship's crew shall remain in the accommodation upon completion of the task.	No unauthorised personnel are to go onboard the vessel. Apart from the ship crew, only mooring crew, loading master and the appointed 3 rd party surveyor in full PPE are allowed onboard with no physical interaction with crew at all times. A minimal stand off distance of 3m at all times.
Hose connection	Remain in the accommodation. Monitor the operations from the bridge, or other appropriate location in the accommodation block.	Mooring crew movement is restricted between the gangway and cargo manifold. Not to access the accommodation block when onboard the vessel. Disembark the ship immediately upon completion.
Tank Gauging and cargo sampling	Chief Officer and one crew member are allowed to carry out the tank gauging and cargo sampling. Move away from the area when the Loading Master and 3 rd Party Surveyor are verifying the readings.	Observe the operations from afar at least 3m away. Proceed to verify the reading after the crew members have moved at least 3m away from the area.

CCO's EVALUATION CRITERIA

Activities	Ship's Crew	Shore Based Personnel
<p>Safety Checklist and Cargo papers</p>	<p>Signing of safety checklist, pre and post ship/shore figure shall be done in separate area.</p> <p>Bill of Lading shall be done electronically</p>	<p>Signing of safety checklist, pre and post ship/shore figure shall be done in separate area. Loading Master and 3rd Party shall not enter into the accommodation block as well as minimise the time on board the vessel.</p> <p>Bill of Lading shall be done electronically</p>
<p>Tending the ship's mooring and cargo operations</p>	<p>As far as practicable, minimise the number of crew and time spent on the deck during cargo operations. When conducting such operations, ship crew shall adhere to safe distancing and safe management measures.</p>	<p>Avoid being in the same general area of the deck as the ship crew at any time (e.g. if ship crew are moving along seaward side of the vessel, shore based personnel are to move along the shore side of the vessel.) Such movement are to be coordinated by the ship crew using radios.</p> <p>All lines should be handled by heaving lines. Mooring line eyes and heaving lines will be disinfected prior berthing.</p>
<p>Post Ops Duffing</p>		<p>Shore-based personnel shall duff (disinfect) themselves thoroughly upon reaching the shore end of the gangway.</p> <p>PPEs shall be disposed in accordance to existing guidelines on disposal of infectious waste.</p>

Format of the Proposed Contactless Ops SMM

1. Before Arrival / Start of Cargo Operation
2. During Mooring / Unmooring
3. Marine Loading Arm Connection and Disconnection
4. Ship / Shore Conference, Checklist and Transfer of documents, communications between ship and shore
5. Tank Gauging and Cargo Sampling
6. Other Safe measures adopted

The above contactless ops SMM will be incorporated as an Annex in work site SMM.

* - Where there is contactless ops with segregation, specific safe working procedures must be spelt out clearly to ensure at all times the shore based personnel are working in defined working areas and how the tag in and tag out of both crew and shore based personnel would take place. Both crew and shore based personnel should be in Full PPE unless there is safety consideration.



If shipyard or process terminal has further queries,
Please write into cco@edb.gov.sg with email header
“Query: Contactless Ops at “shipyard/process
terminal name>”

The background of the slide features a sunset sky with a gradient from purple to blue. In the foreground, the silhouettes of people are visible as they walk across a curved bridge. To the left and right, the intricate, dark silhouettes of a large tree-like structure, likely the Helix Bridge in Singapore, are visible against the sky.

Thank You





MPA
SINGAPORE

Contactless Cargo Operations at Petrochemical Terminals

Maritime and Port Authority of Singapore

Objectives

In view of the enhanced COVID-19 measures in Singapore, the Maritime and Port Authority of Singapore has been working with the industry for ship to adopt contactless cargo operations or contactless cargo operations with segregation protocols in the Port of Singapore.

In contactless cargo operations, no shore-based personnel, including shipowners/operator/charterers/terminal representatives, cargo interest representatives, etc, are allowed to board the tanker. Hence, the connection and disconnection of hoses/arms, quality sampling, and quantity checking, etc, are to be conducted by the ship's crew. The exchange of cargo papers and loading plans are to be carried out electronically. If any of the processes involves a shore personnel boarding the vessel, other than a MPA-licensed harbour pilot, we would not be able to make a successful appeal for the ship to conduct contactless operations.

In contactless cargo operations with segregation protocol, it is done without interactions between ship's crew and shore-based personnel, and further segregations between the ship's crew and the shore-based personnel can be achieved through implementation of enhanced safe management measures (SMM).

Contactless Cargo Operations with Segregation Protocol

Activities	Ship's Crew	Shore Based Personnel
PPE	Must wear a fitted N95 mask at all times. In addition, other appropriate personal protective equipment, where necessary, such as gloves and gown, should be worn if they do not jeopardise operational and personal safety.	Must wear a fitted N95 mask at all times. In addition, other appropriate personal protective equipment, where necessary, such as gloves and gown, should be worn if they do not jeopardise operational and personal safety.
When the vessel arrived at the terminal	Sanitize gangway, common areas and areas with high touch point before shore based personnel board the vessel, and ensure that there is hand sanitizer available in these areas. The ship's crew shall remain in the accommodation upon completion of the task.	No unauthorised personnel are to go onboard the vessel. Apart from the ship crew, only mooring crew, loading master and the appointed 3 rd party surveyor are allowed onboard.
Hose connection	Remain in the accommodation. Monitor the operations from the bridge, or other appropriate location in the accommodation block.	Mooring crew movement is restricted between the gangway and cargo manifold. Not to access the accommodation block when onboard the vessel. Disembark the ship immediately upon completion.
Tank Gauging and cargo sampling	Chief Officer and one crew member are allowed to carry out the tank gauging and cargo sampling. Move away from the area when the Loading Master and 3 rd Party Surveyor are verifying the readings.	Observe the operations from afar. Proceed to verify the reading after the crew members have moved away from the area.

Activities	Ship's Crew	Shore Based Personnel
Safety Checklist and Cargo papers	<p>Signing of safety checklist, pre and post ship/shore figure shall be done in separate area.</p> <p>Bill of Lading shall be done electronically</p>	<p>Signing of safety checklist, pre and post ship/shore figure shall be done in separate area. Loading Master and 3rd Party shall not enter into the accommodation block as well as minimise the time on board the vessel.</p> <p>Bill of Lading shall be done electronically</p>
Tending the ship's mooring and cargo operations	<p>As far as practicable, minimise the number of crew and time spent on the deck during cargo operations. When conducting such operations, ship crew shall adhere to safe distancing and safe management measures.</p>	<p>Avoid being in the same general area of the deck as the ship crew at any time (e.g. if ship crew are moving along seaward side of the vessel, shore based personnel are to move along the shore side of the vessel.) Such movement are to be coordinated by the ship crew using radios.</p>

Responsibilities

Responsibility of owners, occupiers and managers of any waterfront facility

- a) Ensure that shore-based personnel going entering their premise to directly or indirectly board a vessel provides proof of the requisite test (i.e RRT or PCR/ART)
- b) Must not allow any shore-based personnel who has flu or fever-like symptoms to board a vessel
 - i. coughing,
 - ii. sneezing,
 - iii. breathlessness,
 - iv. runny nose,
 - v. loss of sense of smell
 - vi. Temperature higher than 37.5 degrees Celsius
- c) Ensure shore-based personnel check-in and check-out using SafeEntry@Sea

Responsibilities of shore-based personnel

- a) Must have a valid negative test result from a COVID-19 Polymerase Chain Reaction (PCR) test from his/her rostered routine testing (RRT), taken within the last 7 days prior to boarding a vessel;
- b) If the shore-based personnel is not enrolled on a RRT programme, he/she must have a valid negative test result from a COVID-19 PCR test or Antigen Rapid Test (ART) within 72 hours prior to boarding a vessel. After disembarking, these shore-based personnel must take a PCR test between the 5th and 7th day, and a final PCR test on the 11th day.
- c) Must check-in and check-out with SafeEntry@Sea.
- d) Must not board a vessel if he/she does not have (a) or (b), or did not check-in with SafeEntry@Sea; in any case, shore-based personnel who are unwell must not board a vessel.
- e) Must always wear a mask (unless the work activity requires that no mask be worn). In addition, shore-based personnel are to wear other appropriate personal protective equipment (PPE), such as gloves, and gown, without jeopardising operational and personal safety.
- f) Must minimise interaction with the vessel's crew, as far as reasonably practicable.
- g) Must bring and consume his/her own food and beverages, using his/her own utensils; and consume his/her meals in an area separate, and at a safe distance, from the vessel's crew.
- h) Must not consume any food and beverages from the ships' stores.
- i) Must ensure a safe distance of at least 1 metre between himself or herself and any other individual on board.
- j) Must not convene or take part in any gathering when on board except where necessary or in the course of the performance of his or her duties as shore-based personnel.
- k) No loitering in the crew living or common areas.
- l) Not remain onboard for a longer period than necessary to discharge his or her duties as a shore-based personnel, and not in any case, stay onboard overnight.

Responsibility of owner, agent or master of vessel (i)

- a) All crew members and shore-based personnel must wear a mask at all times (unless the work activity requires that no mask be worn) and, as far as is reasonably practicable, keep a distance of at least one metre apart from each other. In addition, the shore-based personnel are to wear other appropriate personal protective equipment, where necessary, such as gloves and gown, without jeopardising operational and personal safety.
- b) All crew members must take and record their temperature twice daily.
- c) All crew members must maintain good hygiene in the vessel's accommodation areas by cleaning frequently touched surfaces (e.g. desk, chart tables, dining tables, bridge/engine room consoles, door handles, handholds, switches, telephones/VHF handsets, faucets, etc.)
- d) The vessel must have a safe management plan for management of shore-based personnel boarding the vessel. Crew members to be briefed on the plan and to comply with the precautionary measures.
- e) Unwell crew members and/or passengers must be isolated onboard the vessel.
- f) Shore-based personnel who are unwell must be denied access to the vessel.
- g) Records of all embarkation/disembarkation of shore-based personnel must be maintained.
- h) Briefing on the safe management measures must be carried out for the shore-based personnel boarding the vessel and/or harbour craft and logged down for record purposes.

Responsibility of owner, agent or master of vessel (ii)

- a) A responsible officer onboard must be appointed to monitor/ensure the compliance of safe management measures by all crew and shore-based personnel onboard his vessel.
- b) Minimise interaction of crew with shore-based personnel as far as reasonably practicable.
- c) Designate a separate, clean and disinfected place that is a fully enclosed as a rest area, and dedicated toilets for only shore-based personnel to use.
- d) No loitering in the crew living or common areas.
- e) Ensure that shore-based personnel do not remain onboard for a longer period than necessary to discharge their duties, and not in any case, stay onboard overnight.
- f) Ensure that shore-based personnel do not consume any food or drinks from the ships' stores.
- g) Ensure that the shore-based personnel consumes only his/her own food or beverage that the shore-based personnel brought along, using his/her own utensils.
- h) Ensure that shore personnel consume his/her own food or beverage in an area separate, and at a safe distance, from the crew.
- i) Upon shore-based personnel disembarking the vessel, disinfect the areas that have been used and especially the frequently touched surfaces. National Environment Agency's guidance for disinfecting common areas and rooms should be followed.



M P A
S I N G A P O R E



MARITIME
SINGAPORE

For Information