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Circular Letter No.4268/Add.5
13 January 2022

To: All IMO Members
Intergovernmental organizations
Non-governmental organizations in consultative status

Subject: **Communication from the Government of the Republic of Indonesia**

The Government of the Republic of Indonesia has sent the attached communication, dated 6 January 2022, with the request that it be circulated by the Organization.



KEMENTERIAN PERHUBUNGAN
DIREKTORAT JENDERAL PERHUBUNGAN LAUT

JL. MEDAN MERDEKA BARAT No. 8
JAKARTA - 10110

TELP : (021) 3813269, 3842440
FAX : (021) 3811786, 3845430
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Ref No. : **UM.006/1/14/DJPL/2022**
Subject : Request to disseminate recent information
related to Circular Letter No.4268/Add.3

Jakarta, 6 January 2022

H.E. Mr. Kitack Lim
Secretary General
International Maritime Organization
4th Albert Embankment
London SE1 7RS
United Kingdom

Dear Mr. Lim

The Directorate General of Sea Transportation of the Ministry of Transportation of the Republic of Indonesia presents its compliments to the International Maritime Organization for the efforts made in securing the work and welfare of seafarers.

On the subject matters above, the Directorate General of Sea Transportation has issued the Circular Letter of Director General of Sea Transportation Number SE 15 of 2021 on Extension of guidelines for contingency plan for seafarers, ship owners/operators, and maritime education and training institutes due to COVID-19 on 31 December 2021. This Circular Letter revokes the Circular Letter of Director General of Sea Transportation Number SE 2 of 2021 which has been circulated through IMO Circular Letter No.4268/Add.3 dated 3 March 2021.

Accordingly, the Directorate General of Sea Transportation would like to request your kind assistance to disseminate the updated extension of guidelines as in Circular Letter of Director General of Sea Transportation Number SE 15 of 2021.

Please accept Your Excellency the assurances of our highest consideration.



Acting Director General of Sea Transportation,

Arif Toha

- C.c.: 1. Minister for Transportation, Republic of Indonesia;
2. Ambassador Extraordinary and Plenipotentiary of the Republic of Indonesia to the United Kingdom and Ireland / Permanent Representative of the Republic of Indonesia to IMO;
3. Director General of Legal Affairs and International Treaties, Ministry of Foreign Affairs;
4. Secretary of Directorate General of Sea Transportation, Ministry of Transportation;
5. Transportation Attaché, Embassy of the Republic of Indonesia in London, United Kingdom / Alternate Permanent Representative of the Republic of Indonesia to IMO.

“Mentaati Peraturan Pelayaran Berarti Mendukung Terciptanya Keselamatan Berlayar”



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- To:
1. Ship Owners/Operators;
 2. Ship Manning Agencies;
 3. Head of Maritime Education and Training Institutes;
 4. All related stakeholders

CIRCULAR LETTER
Number: SE 15 of 2021

ON

EXTENSION OF GUIDELINES FOR CONTINGENCY PLAN FOR SEAFARERS, SHIP OWNERS/OPERATORS, AND MARITIME EDUCATION AND TRAINING INSTITUTES DUE TO COVID-19

1. Background

Considering the COVID-19 Pandemic is not over yet, the Directorate General of Sea Transportation, Ministry of Transportation extends the guidelines for contingency plans for Seafarers and Ship Owners/Operators

2. Purpose and Objective

To facilitate crew change and designating seafarers as key workers in supporting the global supply change.

3. Scope of Application

- a. Seafarer's Certificate and Document expired on board of ship;
- b. Standard Minimum Safe Manning Document;
- c. Seafarer Health Certificate;
- d. Approval of Seafarer Education and Training Programme.

4. Legal Basis

- a. Circular Letter of International Maritime Organization (IMO) No. 4204/Add.5 Rev.1 dated 2 April 2020 on Coronavirus (COVID-19) - Guidance relating to the certification of seafarers, along with its supplementary provisions;
- b. Circular Letter of International Maritime Organization (IMO) No. 4204/Add.35/Rev.8 on Coronavirus (COVID-19) – Designation of seafarers as key workers dated 13 October 2021

5. Content of this Circular Letter

- a. For seafarers working on board the ships and having expired Certificate of Competency, Certificate of Proficiency and Certificate of Endorsement issued by the Directorate General of Sea Transportation (DGST), Ministry of Transportation of the Republic of Indonesia in accordance with the 1978 STCW convention along with its amendments, the expired certificates would be automatically extended without any application or the fulfillment of the required application to June 30, 2022.
- b. Any seafarers on leave or not in the period of working contract on board ships may extend their certificates (revalidation) from maritime education and training institutes holding approval from the Directorate General of Sea Transportation (DGST), Ministry of Transportation of the Republic of Indonesia, with an extension of the validity period in accordance with the last date of issuance of the certificate for the following 5 (five) years.
- c. An expired Sea Working Agreement may be extended on board the ship, approved by Master up to repatriation at the next port; or the Sea Working Agreement may be renewed as approved by the Indonesian harbormaster.
- d. A Seaman's Book that is expired while the seafarer being on board, and in a condition that the ship cannot enter a port, or the country to be visited is implementing COVID-19 Lockdown policies, would be considered as valid.
- e. Standard Minimum Safe Manning Document for Indonesian flagged vessel may be exempted by Directorate General of Sea Transportation, Ministry of Transportation based on risk assessment results conducted by ship owner/operator, for the safety and security of the ship's operation by the time of the approved anchoring, sailing, and unloading activities.
- f. Shipping companies are obliged to inform and familiarize on protective and regulatory measures to every onboard seafarer for reducing the risk of COVID-19 infection and following directions from local health authorities, and comply with health protocols set by each country, including conducting vaccination for seafarers before sign on as well as the completion of other required travel documents.
- g. Ship Owners/Operators and Crew Agencies shall be responsible for additional repatriation costs, medical treatment and any other costs related to seafarer repatriation due to COVID-19, and for ensuring insurances and other financial securities.
- h. For cadets/apprentices having accomplished their 9 (nine) months onboard practicum and unable to continue it due to the COVID-19 pandemic, such conditions may be accepted as a term for continuing their education and training and/or for the issuance of their certificate of competency.
- i. Medical Certificate for Seafarers working on board the ship may be extended automatically without any application or the fulfillment of the required application for a maximum of 3 (three) months upon its expiry date.
- j. The approval of a Marine Education and Training Program that is new, has been expired, or enters into its annual audit period (surveillance), including any changes in its institutional status, would be suspended during the validity period of this Circular Letter or after the government has determined the end of the COVID-19 pandemic.

k. Upon the entry into force of this Circular Letter, the Circular Letter Number SE. 2 of 2021 on Extension of Guidelines for Contingency Plan for Seafarers and Ship Owners/Operators Due to COVID-19 is revoked and declared invalid.

6. Closing

This Circular Letter shall come into force as of the date of stipulation and may be renewed according to guidance/circular from the authority.

Issued in Jakarta
on 31 December 2021



Acting Director General of Sea Transportation,

Act Toha

C.c:

1. Head of Committee for Handling COVID-19 and National Economic Recovery;
2. Minister of Transportation;
3. Minister of Foreign Affairs;
4. Secretary General of Ministry of Transportation;
5. Inspector General of Ministry of Transportation;
6. Directors in Directorate General of Sea Transportation;
7. Heads of Technical Implementing Office in Directorate General of Sea Transportation.
