



STANDARD OPERATING PROCEDURE

CREW CHANGES THROUGH SHORE BASED ISOLATION CENTER

We are pleased to announce that Sri Lanka government allowed Public Private Partnership (PPP) between Rakna Arakshaka Lanka Ltd and Avantgarde Maritime Services to operate land base isolation centers to carry out crew changes of international seafarers and crew members have to transfer via Charter flight arrange by PPP via Male, Maldives

1. OVERVIEW

- 1.1 Seafarers are allowed to arrive only at Mattala International Airport (MRIA) in Sri Lanka only in chartered flights carrying exclusively seafarers. Seafarers are not permitted to arrive in commercial airlines at MRJA.
 - 1.2 The Republic of Maldives permits seafarers to arrive in passenger flights and many major passenger flights from all over the world operate in Maldives. Stakeholders who are unable to gather adequate number of seafarers for chartered flights to arrive directly to Sri Lanka, are able to send seafarers to Male International Airport in Republic of Maldives in passenger flights to be shuttled across in scheduled chartered flights arranged by the PPP exclusively to Mattala MRJA in Sri Lanka. In order to boost the economy of the country as well as improving the sustainability of the national carrier, PPP will charter flights only from Sri Lankan Airlines for this purpose.
 - 1.3 Seafarers arriving in either Sri Lanka or Maldives are required to have a negative PCR report on a test carried out 72 hours prior to departure from last airport.
 - 1.4 Whilst in Maldives, seafarers will be attended to by a representative of PPP, and during the short time of transit, will be accommodated at a star class hotel in Male if the time of transit in Maldives is more than 12 hours. PPP representative will also attend to immigration and emigration formalities in Male as required.
 - 1.5 If any seafarer fall sick will be transferred to a Hospital in Male, which will be coordinated by the representative of the PPP. (Cost has to be borne by the agent).
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- 1.6 PPP will charter shuttle flights between Male in Maldives and Mattala in Sri Lanka. PPP will employ air marshals in these chartered flights to ensure that the seafarers adhere to the health protocols whilst boarding and during the flight.
- 1.7 On arrival at Mattala International airport, seafarers will be attended to by their local Agent to carry out immigration formalities.
- 1.8 Once the immigration formalities are completed, Seafarers will be directly transferred to the land base isolation centers organized by the PPP conforming to international and local health protocols whilst minimizing any interaction with the society.
- 1.9 All vehicles of seafarers will be escorted by Sri Lanka Navy assisted by RALL to fulfil MOD directions.
- 1.10 On arrival of the on signers to Isolation centers, PPP will arrange PCR as per the instructions by Director quarantine and permitted to leave to join ship only on receipt of a negative report.
- 1.11 Since PCR tests reports may take up to 24 hours, please coordinate the arrival of seafarers at least 24 hours ahead of ship arrival.
- 1.12 Off signing seafarers requiring negative PCR reports at destination country will be subjected to PCR tests whilst at Isolation center at the request of the agent at a cost of approx. USD 75 per PCR. On arrival PCR is free. Seafarers are permitted to leave the Isolation Centers only on negative reports.
- 1.13 Seafarers with positive reports will be transferred to a leading private hospital in Sri Lanka and payment will cover through agent.
- 1.14 Agents are requested to check all documents of seafarers properly to avoid shortcomings before being forwarded for approval. PPP will not be liable for any shortcomings due to incomplete submission of details.

1. PROCESS

1.1 Sign-on (via Male, Maldives)

- 1.1.1 Agents inform the PPP 96hrs prior to the arrival of seafarers in order to obtain necessary approvals from Maldives and inform PPP representative in Male to arrange formalities and follow up action. Mandatory documents required are at paragraph 6.
- 1.1.2 Pay USD 500 as advance payment for the charter flight
- 1.1.3 PPP obtains approval from Sri Lanka approving authorities for the charter flight with landing permission for passengers.
- 1.1.4 PPP notifies the Agent on receipt of approval.
- 1.1.5 Agent should make sure Arriving seafarer to carry original copy of negative PCR report of a test taken 72 hours before boarding the flight.
- 1.1.6 PPP representative will receive the seafarers at MLE attend to Immigration formalities and transfer to a designated Hotel (if waiting hours is more than 6 hours) until the onward charter flight to Mattala in Sri Lanka
- 1.1.7 PPP will arrange the charter flight from Male to Mattala. All seafarers are required to be attired in PPE for the flight
- 1.1.8 PPP representative will coordinate the departure formalities at MLE for onward flight to HRI.
- 1.1.9 Seafarers local agent should attend for Immigration formalities on arrival at Mattala International Airport (HRI) Sri Lanka
- 1.1.10 Seafarers to be dressed in full Personal Protective Equipment's (PPE) during movements from airport to Isolation centers, and from Isolation Center to vessel.
- 1.1.11 As request by agent PPP will transport seafarer to Port in vehicles conforming to health protocols

1.1.12 On arrival at the Port, Agent arranges Immigration and customs formalities and a suitable crew boat (if required) to transfer seafarer to Vessel

1.2 Sign-Off (via Male, Maldives)

1.2.1 Agents inform details of the off signers to the PPP Operations Room 96 hours in advance and update the ETA as required.

1.2.2 PPP arrange approval from necessary approvals from authorities and inform local agent.

1.2.3 Local agent should take prior approval from authorities and arrange suitable crew boat (if required) to pickup off signers from the vessel, if vessel is at inside port PPP will arrange vehicle to go alongside and pickup off signers.

1.2.4 Agent will inform SL Navy of seafarers disembarking time and arrange disinfection

1.2.5 Agent should arrange on arrival visa and customs clearance.

1.2.6 PPP will transfer seafarer to Isolation center and arrange on arrival PCR at Isolation center (negative results only allowed to repatriate)

1.2.7 Positive results will be transferred to a private hospital. (payment on account of agent)

1.2.8 PPP will provide road transport for seafarers from Isolation center to Airport for selected charter flight.

1.2.9 PPP will arrange the charter flight from Mattala to Male.

1.2.10 PPP representative will attend to the immigration formalities of the seafarers on arrival at MLE, Maldives

1.2.11 PPP will provide comfortable dedicated and isolated hotel accommodation on full board basis at Male for the seafarers for one day free until seafarer get the connecting flight from Male. Any additional stay will be at cost payable by the seafarer/agent.

5. PACKAGES

Our all-inclusive revised tariffs for foreign seafarers Crew Changes are as follows:

1. Male-Mattala/Mattala-Male - USD 600 that includes followings;

- a. Agency fee for reception and clearance at the airport.
- b. Visa Fees at Maldives.
- c. Free Hotel accommodation for one day at Male. (USD 125 + taxes per day per Px for each additional day).
- d. Taxi fee between Hotel to Airport/Airport to Hotel.
- e. Air ticket cost.

2. Land transport to IC/Direct Arrival/Repatriation via Mattala - USD 300 that includes followings;

- a. Land transport between Mattala and IC
- b. Free Hotel accommodation for one day at IC (USD 100 per day per Px for each additional day)
- c. Free PCR Test (Additional PCR on USD 75 per px)
- d. Land transport between IC to Galle/CBO SeaPort
- e. Land transport between IC to Mattala
- f. All payments to the Navy/Army.

6. MANDATORY DOCUMENTS TO BE SUBMITTED

6.1 Passport Copy

6.2 CDC

6.3 Negative PCR test report

6.4 Air ticket

Any updates /changes /progress of the operation will be notified time to time as the situation changes/develops.

Special Note

Please note PPP or Local Agent will not be responsible to check the connecting flight requirements or next destination local rules or regulations for traveling. It's the responsibility of the booking party to check the same.