

CASA

From: QUARANTINE UNIT- MINISTRY OF HEALTH <quarantinelk@gmail.com>
Sent: Monday, May 18, 2020 7:55 AM
To: chairman@slpa.lk; COL-Harbour Master Nirmal Silva; ynjayarathna@gmail.com; controller; dgc@customs.gov.lk; CASA; Dr Roshan Sampath; jyantha521@yahoo.com; zoysa@slpa.lk
Subject: Bulk Crew Changes
Attachments: Bulck Crew Changes.pdf

Letter Attached

Quarantine Unit
Co-National Focal Point of International Health Regulations (IHR)-2005
Ministry of Health
Sri Lanka
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Quarantine Unit

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MINISTRY OF HEALTH AND INDIGENOUS MEDICAL SERVICES

Secretary General
Ceylon Association of Shipping Agents
56, Ward Place
Colombo 7


Lay Up of Ships in Sri Lanka and Transfer of Ships' Crew on a Bulk Basis

This refers to your letter dated 6th May 2020 requesting the approval for bulk crew change facilitated by charter flights.

Due to the prevailing COVID-19 pandemic situation, Ministry of Health is not in a position to grant a blanket approval for all bulk crew changes. However, the Ministry of Health may consider such requests case by case basis under stringent conditions. The requests for permission should be submitted to the Director, Quarantine with all required details including date and the port of intended crew change, the ports of call list, crew list including the date and the place of embarkation, nationalities of on-signers and the evidence to prove that they are not infected (PCR test results, under gone a mandatory quarantine period etc).

It is advised that the health clearance is obtained prior to proceeding to get clearance from other authorities. The Ministry will not be in a position to approve requests made at short notice. Further note that the prior approval granted is subjected to the Health Clearance obtained by the vessel according to 12-24 hours Health Status Report (HSR) and the approval /clearance of other relevant authorities.

If the Ministry of Health grants the permission for the request, the Bulk crew change should take place as per the Standard Operating Procedure (PHS COVID-19 SOP-05) attached herewith.


Dr S.M. Arnold
Director, Quarantine

Dr. S. M. ARNOLD
Director (Quarantine)
Ministry of Health
Colombo 10.

Copies:

Controller General, Department of Immigration and Emigration

Director General of Customs

Chairman, Sri Lanka Ports Authority

Director General of Naval Operations, Sri Lanka Navy

Habour Master, Colombo Port

Deputy Harbour Master, Galle/Hambanthota/Trincomalee Port

Chief Coordinating Officer, National Operation Center for Prevention of COVID-19

Deputy Director (Port Health Services)

Chief Medical Officer, Port Health Office, Colombo/Galle/Hambanthota/Trincomalee

**Standard Operating Procedure (SOP) to Carryout
Bulk Crew Changes Facilitated by Charter Flights**

Title: Standard Operating Procedure to Carryout Bulk Crew Changes Facilitated by Charter Flights		
SOP No: PHS COVID-19 SOP-05	Version : 01	Effective Date: 14.05.2020
Prepared by: Port Health Services, Quarantine Unit	Approved by: Director Quarantine, Ministry of Health	

1. The requests for permission should be submitted to the Director, Quarantine with required details including date and the port of intended crew change, the ports of call list, Crew list including the date and the place of embarkation, Nationalities of on-signers and the evidence to prove that they are not infected (PCR test results, undergone a mandatory quarantine period) etc.
2. PCR test results of every on-signer should be made available prior to their landing to Sri Lanka. Test should be performed within 72 hours prior to boarding the charter flight.
3. Timing of chartered flight and the vessels should be coordinated in such a way that enabling on-signers are directly transferred from the Airport premises to the Port and off-signers directly to the airport premises from the Port.
4. The vessels should obtain the routine health clearance for berthing or for the operations at anchorage/ OPL by submitting necessary documents to the relevant Port Health Office.
5. Both on-signers and off-signers should fill the Health Declaration Form (HDF) and submit to the Port Health Office prior to their arrival
6. All crew members should wear face masks during entire period of crew changing process.
7. Physical contact with Sri Lankans (including authorities) should be limited only for very essential official formality. All authorities who have close contact with the crew need to wear adequate Personal Protective Equipment (PPE).
8. Crew change should be done under security supervision of Sri Lanka Navy and they should escort the crew transport.
9. The drivers and the helper of crew transporting busses should wear necessary PPE and the busses should be disinfected after transporting the crew.

10. Crew members of the Barges/Boats should wear adequate PPE and should take all precautions during the crew transfer process and the Barges/Boats also should be disinfected after the event.
11. The health clearance is subjected to the approval/clearance of all other relevant authorities including Ministry of Defense, Department of Emigration and Immigration, Sri Lanka Customs, Sri Lanka Navy, SLPA and Airports and Aviation.
12. Although this SOP is applicable for a special event, as per the powers vested with Port Health Officer under the Quarantine and Prevention of Disease Ordinance, Port Health Medical Officer has the authority to take decisions at any given point of time for the prevention and control of diseases.
13. Changes to this version if any will be circulated among all stakeholders.

-----End of the SOP-----