



# India – Crew Changes Standard Operating Procedures

## Restrictions placed on travel for passengers travelling from India - 1

1. USA- The US has restricted travel from India, with some exceptions, after the US CDC updated India's Covid-19 assessment from Level 3 to Level 4. The travel ban does not apply to U.S. citizens or permanent residents and their spouses. The 04 May 2021 travel ban from India to the U.S. impacts nonimmigrants and noncitizens of the United States that have been in India for any or all of the last 14 days. Foreign sea crew members are exempt subject to local embassy guidelines.
2. UK- From 4am on Friday 23 April, visitors who have been in or transited through India in the previous 10 days cannot enter the UK. British and Irish nationals, and third country nationals with residence rights in the UK arriving in England from India will be required to quarantine in a hotel. Different requirements apply for arrivals into Scotland, Wales and Northern Ireland. Exemption for Seafarers: <https://www.gov.uk/government/publications/coronavirus-covid-19-travellers-exempt-from-uk-border-rules/coronavirus-covid-19-travellers-exempt-from-uk-border-rules>
3. France – India remains on the French “Red List”. You can only travel to France if you have pressing grounds for travel. The list of pressing grounds is set out in the certificate of international travel drawn up by the [Ministry of the Interior](#).
4. UAE- The United Arab Emirates has further extended restrictions on travellers from India till 21 July 2021. This includes passengers on all flights on national and foreign carriers, as well as for transit passengers coming from India. Only transit flights travelling to the UAE and bound for India will be allowed to land, the UAE said in a statement. This decision also includes extending the suspension of entry for travellers who were in India in the 14-day period prior to arrival in the UAE. However, passengers exempted from this ban include UAE citizens, diplomatic missions appointed by the countries, official delegations, businessmen travelling on chartered flights and those with golden residency.
5. Hong Kong- Any passengers who have been in Brazil, India, Indonesia, Nepal, Pakistan, The Philippines, South Africa or the United Kingdom for more than two hours in the past 21 days will not be permitted to enter Hong Kong. Seafarers' exemptions on case-by-case basis.
6. Singapore- International airline operations between India and Singapore remain suspended. Singapore has banned all long-term pass holders & short-term visitors, who have travelled to India within the last 14 days from entry / transit via Singapore. All travellers who have travel history to Bangladesh, India, Nepal, Pakistan, and Sri Lanka within the last 21 days will not be allowed to transit through Singapore.
7. Canada- has suspended all flights from India until 21 July 2021. However, Cargo flights from India will continue. Passengers who travel to Canada from India via an indirect route will need to obtain a pre-departure negative COVID-19 molecular test result from a third country before continuing their journey to Canada. Travellers who have previously tested positive for COVID-19 must provide proof of a positive COVID-19 molecular test conducted between 14 and 90 days prior to departure, instead of a negative COVID-19 molecular test. For seafarer's application via IRCC portal is required. <https://www.cic.gc.ca/visit-visiter/en/instructions-ircc-portal>
8. Australia- Australia's borders are currently closed and entry to Australia remains strictly controlled. Facilitated commercial flights from India to Australia have resumed. You will need to undertake a rapid antigen test prior to boarding flights, in addition to the PCR test already required before travel to Australia. Any requirement of flight operation will need special permission from the Embassy. Travel to Australia is available if you are exempt or you have been granted an individual exemption. Seafarer exemptions have not been clarified fully.
9. New Zealand- Travel to New Zealand remains strictly controlled. India has been designated a very high-risk country. Only New Zealand citizens and their immediate family members travelling from high-risk countries are eligible for entry to New Zealand. Other travellers, including New Zealand residents, can enter only if they spend 14 days outside a very high-risk country before their arrival in NZ. Transit through a very high-risk country is excluded from the 14-day requirement. No exemptions indicated for seafarers.

## Restrictions placed on travel for passengers travelling from India – 2

10. Philippines - The Philippine government extended until 15 July the rule barring travelers from India, Pakistan, Nepal, Bangladesh, Oman, UAE and Sri Lanka from entering the country. The rule also applied to persons who had traveled to those countries within 14 days from arriving to the Philippines. Exemptions apply to Merchant seamen with a 9(c)-visa issued by the Philippines – This will have to be checked individually at local embassies.
11. Iran- Banned travellers from India indefinitely from April 26. In the case of certain authorised travellers, they are subject to 14 days isolation and testing on arrival.
12. Kuwait- Banned flights from India. Visas are not issued upon arrival at the airport nor are they available electronically in advance for individuals seeking to travel to Kuwait.
13. Indonesia- Will not issue Visas to any foreigners who have been in India during the past 14 days basis circular by Directorate General of Immigration No. IMI-GR.01.01-0873. Exemptions for Ships crew available on case-to-case basis.
14. Bangladesh- India falls under the Group “A” countries indicating restrictions for entry of Indians. All travel has been banned until further notice. Cargo movement is permitted.
15. Israel- Ban extended to 01 Aug 2021. Israel Ministry of Health requires all passengers arriving from India to go into isolation, including passengers with valid vaccination or recovery certificates. Passengers from “red” countries with a high rate of covid-19 will not be allowed to visit Israel. India remains on Red List.
16. Cambodia - Has placed a ban on travelers from India. The country does not permit travelers who have been to India as far back as three weeks.
17. Taiwan – Except for Taiwanese citizens, all those who had been in India in the 14 days prior would be barred from entering its territory, while returning Taiwanese face 14 days in centralised quarantine facilities. Exceptions will be considered on a case-by-case basis for emergencies and on humanitarian grounds.
18. Qatar- Travellers returning from India, Nepal, Bangladesh, Sri Lanka, Pakistan and the Philippines must under-go a mandatory quarantine, regardless of their vaccination or anti-body status. Arrivals from these countries must undergo 10-day quarantine in a dedicated quarantine facility, or 14 days if quarantined at a Mekhaines facility.
19. Bahrain- Starting from the 25 June, Bahrain’s Civil Aviation Affairs (CAA), in coordination with the National Taskforce for Combatting the Coronavirus, has announced that entry of travelers coming from the countries listed on the red list (India, Pakistan, Sri Lanka, Bangladesh, Nepal, and Vietnam) will continue to be suspended on all flights.
20. Maldives- Maldives has suspended until 15 July 2021, the issuance of tourist visas for Travelers originating from South Asian Countries (Afghanistan, Bangladesh, Bhutan, India, Nepal, Pakistan, and Sri Lanka), including those with a transit time exceeding 24 hours and have a travel history to the above stated countries within the past 14 days, effective 13th May 2021. As of now, the government has announced that borders will open for all countries from 15 July 2021.
21. Germany- Effective 25 June, entry into Germany from India is banned as it has classified India as a Virus Variant country. Exception of travel ban granted to citizens of Germany, Permanent resident, transit person only staying at airport, cargo flights, person travelling due to urgent humanitarian reasons and person travelling by the order of IAEA, UNO. Eligible individuals will have to take two diagnostics tests- one before and one after the flight, and quarantine for 14 days in Germany.
22. Italy- Entry to Italy is prohibited for people coming from India, Bangladesh & Sri Lanka or who have stayed in the countries in the preceding fourteen days, with the exception of Italian citizens registered as residents in Italy since before April 29, 2021

## Restrictions placed on travel for passengers travelling from India – 3

23. Spain – As of 07 June 21, arrivals from countries outside the European Union and Schengen Area have been permitted to enter Spain, provided that they have been vaccinated. In order to be allowed to enter the country, the vaccine should be approved either by the EMA or the WHO. It is expected that stricter rules will come into force shortly due to the Delta Variant spreading quickly through Europe.
24. Netherlands – Travellers from India continue to be subject to the EU entry ban. This means they may enter the European Union (including the Netherlands) only if they qualify for an exemption for the travel ban. Seafarer Exemption available.
25. Switzerland – Travel from India to Switzerland is now allowed. However due to the Indian travel ban and no air bubble arrangement between the two countries, it is still not possible to travel.
26. Belgium – Till further notice entry to the Belgian territory will be forbidden to anyone who has been in India during the previous 14 days, apart from Belgian citizens and holders of a valid residence permit for Belgium. Seafarer exemptions available.
27. Oman- The Supreme Committee dealing with COVID-19 and the Civil Aviation Authority has decided to extend the suspension of entry into the Sultanate until further notice for those coming from 14 countries, including Sudan, Egypt, Philippines, Lebanon, South Africa, Brazil, Nigeria, Tanzania, Ghana, Guinea, Sierra Leone, and Ethiopia, the United Kingdom, India, Pakistan, Bangladesh and travelers who have been in or transited through these countries in the previous 14 days prior to their request to enter the Sultanate.
28. Djibouti- As a preventative measure, international travel to and from Djibouti has been suspended until further notice.
29. Nigeria - Non-Nigerian passport holders and non-residents who visited Brazil, India or Turkey within fourteen (14) days preceding travel to Nigeria, shall be denied entry into Nigeria. This regulation, however, does not apply to passengers who transited through these countries.
30. Japan – India remains on the list of countries that are subject to denial of permission to enter Japan unless special exceptional circumstances are found.

***All international scheduled commercial passenger flights to and from India will remain suspended until 31 July 2021.***



# India Crew Change – West Coast

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<a href="#">Hazira</a>	8
<a href="#">Dahej</a>	9
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<a href="#">Sikka</a>	11 to 12
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# India Crew Change – East Coast

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# MUNDRA – State of Gujarat

## Crew Change Permitted

### Crew Change Permitted

#### **SIGN ON**

1. Foreign Nationals / Indian Nationals Crew Change Permitted at Berth as well as at Anchorage for vessel calling at Mundra Port.
2. Foreign national Sign on is permitted subject to having valid Transit VISA on hand
3. Advance permission upon receipt of crew details, to be obtained from Local Authorities. (Immigration / FRRO / Port / Customs)
4. As per latest updates, joining crew must bring a COVID19 negative report from hometown. Upon Landing at Ahmedabad Airport, crew must undergo COVID19 PCR test inside Airport.
5. Joiners must possess COVID19 negative report in order to join a vessel at Mundra. The lab will take the samples for testing for crew members. The designated lab details are as follows:
  - ❖ Unipath Specialty Laboratory, Sanoma Plaza, 102, 1st Floor, Sheth Mangald Road, opp. Parimal Garden, Ellisbridge, Ahmedabad, Gujarat 380006.
  - ❖ Supratech Micropath Laboratory & Research, Neuberg Supratech, Ground Floor, Kedar Building, Opp. Krupa Petrol Pump Parimal Garden, Gujarat 380006.
6. After giving test samples to laboratory, Crews can commence their further travel from Ahmedabad to Mundra.
7. Once the negative result arrives, the same along with other documents will be presented to authorities for sign on procedure. **RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**

#### **Note :-**

1. For Foreign National Joiners, PCR test report shall be conducted from the Airport Only as the Lab operates from the Ahmedabad Airport also.
2. Lab operates 24 x 7 at Ahmedabad Airport.
3. Immigration / Customs are available 24 x 7 at Mundra for Crew change formalities.



# MUNDRA – State of Gujarat

## Crew Change Permitted

### Crew Change Permitted

#### **SIGN OFF**

1. Currently Indian National & Foreign National Sign off can be done during vessel call at Mundra.
2. Advance permission upon receipt of crew details, to be obtained from Local Authorities in order to perform the disembarkation formalities of Crew Members. .
3. Seafarer to be cleared by Immigration authority.
4. Upon Disembarkation , Crew required to be isolated in Hotel and once his Covid Test done, upon having negative result, further Sign off Formalities to be completed.
5. Until test reports are received, the seafarer shall be kept under a quarantine facility approved by the Port and State Health Authorities. **RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity**
6. Foreign national Sign off would be granted up to 07 days TLP ( Temporary Landing Permit VISA ) by local Immigration / subject to his flight schedule.
7. The transit pass for such movement by road, for the seafarer and one driver, will be issued by local authorities of the Government of the State / Union Territory where the seafarer disembarks.
8. The transit pass (to and fro) will be issued for a fixed route and with specified validity and will have to be adhered to strictly. Such transit pass would be honoured/ allowed by the authorities of the State/ Union Territory along the transit route.
9. Ship owner / RPS agency to ensure the following for taking seafarer home:
  - a. Vehicle being used for travel is properly sanitized and PPE (masks, hand gloves) and sanitizers made available for driver and seafarer.
  - b. Driver and seafarer to maintain social distancing requirements as per MoHFW guidelines.





# MUNDRA – State of Gujarat

## Crew Change Permitted

### Crew Change Permitted

#### **SIGN OFF - Continued**

#### **LATEST UPDATES**

1. Vessels coming from affected countries are issued Limited Free Pratique. PHO will board the vessel on arrival and grant clearance for crew Change. CDHO ( Chief District Health Officer) permission not required now, however Negative test reports required.
2. As per the latest updates, advance permission from FRRO is mandatory for undertaking Crew Change at Mundra Anchorage.
3. Force Majeure revoked on 21st Oct 2020. Indian & Foreign National Crew Sign On/off permitted at berth, Sign on subject to valid PASSPORT & SEAMANS book on hand and Transit visa for Joiners.
4. No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.
5. For Off-signers, It takes 24-48 hours to have the PCR report Upon submission of Samples as Lab Representative normally arrives from Ahmedabad to take the Sample of Off-signers.

# KANDLA – State of Gujarat

## Crew Change Permitted

### SIGN ON

1. Permitted – even at OTB (Outer Tuna Buoy) / No COVID19 testing facility available locally / Approved ICMR Lab authorized collection centre at Kandla will arrange collection of Swab Sample of Crew Members and send it to Ahmedabad for testing.
2. As per latest updates, joining crew must bring the COVID19 negative report from hometown. Once more, crew must go through COVID19 PCR test at Gandhidham. **RT-PCR Results are now available 24 Hours after tests are conducted.**
3. For Sign on, regular procedure is to be followed., after having Covid Negative report done at Gandhidham.
4. Crew change is allowed on vessels which are granted "LIMITED PRATIQUE" by PHO.
5. As per the latest updates, for crew change at Kandla OTB, henceforth, FRRO permission also to be obtained along with other necessary permissions. The issue has been taken up with the concerned authorities.

### SIGN OFF

1. Permitted - even at OTB. ( FRRO Permission to be obtained for Anchorage Crew Change ).
2. From collection of samples till receipt of report takes about 24 hours.
3. Crew disembarkation can be done only after having Covid Negative Report.
4. Crew change is allowed on vessels which are granted "LIMITED PRATIQUE" by PHO.
5. Foreign national Sign off would be granted up to 30 days TLP (Temporary VISA ) by local Immigration / subject to his flight schedule.

### LATEST UPDATES

- Vessels coming from affected countries / arrived at Kandla from foreign port within 14 days of last port are issued limited free pratique. PHO will board the vessel on arrival and grant clearance for crew Change. CDHO ( Chief District Health Officer) permission not required now, however Negative test reports required.
- As per the latest updates, advance permission from FRRO is mandatory for undertaking Crew Change at Kandla Anchorage.
- Force Majeure revoked on 21st Oct 2020. Indian & Foreign National Crew Sign On/off permitted at berth and Anchorage, Sign on subject to valid PASSPORT & SEAMANS book on hand and Transit visa for Joiners.
- No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020,



# HAZIRA / MAGDALLA – State of Gujarat

Indian Crew Sign on / Sign Off Permitted

Foreign Nationals Sign on / Sign off Permitted

## SIGN ON

1. Crew Change Permitted at OTB for vessel calling at Magadalla anchorage only.
2. Advance permission upon receipt of crew details, to be obtained from Chief District Health Officer (CDHO) for allowing to draw samples.
3. Crew to undergo COVID Test at Arrival International Airport and if tested negative then proceed by road to Surat for 7 days mandatory quarantine.
4. Crew change is allowed in vessels which are being granted "LIMITED PRATIQUE" by PHO.

## SIGN OFF

1. Currently Indian National & Foreign national Sign off can be done.
2. Advance permission upon receipt of crew details, to be obtained from Chief District Health Officer (CDHO) for allowing to draw samples.
3. Foreign national Sign off would be granted upto 30 days TLP ( Temporary Landing Permit VISA ) by local Immigration / subject to his flight schedule.
4. Crew change is allowed in vessels which are being granted "LIMITED PRATIQUE" by PHO

## NOTE

- COVID-19 Sample test time 09:00 hrs. - 18:00 hrs.
- 7 Days mandatory Quarantine is exempted for Seafarers & Vessel Visitors subject to providing negative RT-PCR Report not older than 72 hours.
- For test on Saturday & Sunday, advance information is required
- RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**



# DAHEJ – State of Gujarat

Crew Change Permitted – Indian Nationals Only

Foreign Nationals Sign on / Sign off Not Permitted

## SIGN ON

1. Advance permission to be obtained from Chief District Health Officer (CDHO) for allowing to draw samples.
2. As per latest updates, joining crew must bring the COVID19 negative report from hometown. Once more, crew must go through COVID19 PCR test at Bharuch
3. For Sign on, regular procedure is to be followed., after having Covid Negative report done at Bharuch
4. Crew change can also be allowed in those vessels which are being granted "LIMITED PRATIQUE" by PHO.

## SIGN OFF

1. Currently Indian National Sign off is permitted.
2. All the relevant documents are to be mailed to CDHO (Chief District Health Officer).
3. Advance permission to be obtained from Chief District Health Officer (CDHO) for allowing to draw samples.
4. Upon Disembarkation, Crew required to be isolated in Hotel and once Covid Test done, upon having negative result, further Sign off Formalities to be completed.
5. Crew change can also be allowed in those vessels which are being granted "LIMITED PRATIQUE" by PHO.

## LATEST UPDATES

1. COVID-19 Sample test time 09:00 hrs. - 18:00 hrs.
2. For test on Saturday & Sunday, advance information is required. RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**
3. Vessels coming from affected countries issued Limited Free Pratique basis Vessel health declaration provided by master. PHO will board the vessel on arrival and grant clearance.
4. No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.



# PIPAVAV – State of Gujarat

## SIGN ON

1. Advance permission to be obtained from Chief District Health Officer (CDHO) for allowing to draw samples.
2. As per latest updates, joining crew must bring the COVID19 negative report from hometown. Once more, crew must go through COVID19 PCR test at Rajula
3. For Sign on, regular procedure is to be followed., after having Covid Negative report done at Rajula
4. Crew change can also be allowed in those vessels which are being granted "LIMITED PRATIQUE" by PHO.
5. Foreign national Sign on is permitted subject to having valid Transit VISA on hand. Upon arrival in Indian Crew must board the vessel within 3 days ( w.e.f. his arrival at First Indian Airport )

## SIGN OFF

1. Currently Indian National Sign off is permitted.
2. All the relevant documents are to be mailed to CDHO (Chief District Health Officer).
3. Advance permission to be obtained from Chief District Health Officer (CDHO) for allowing to draw samples.
4. Upon Disembarkation, Crew required to be isolated in Hotel and once Covid Test done, upon having negative result, further Sign off Formalities to be completed.
5. Foreign national Sign off would be granted upto 30 days TLP ( Temporary VISA ) by local Immigration / subject to his flight schedule
6. Crew change can also be allowed in those vessels which are being granted "LIMITED PRATIQUE" by PHO.

## LATEST UPDATES

1. Government has permitted the designated ICMR approved private labs at Ahmedabad / other cities to do COVID19 Test. **RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**
2. Vessels coming from affected countries issued Limited Free Pratique basis Vessel health declaration provided by master. PHO will board the vessel on arrival and grant clearance.
3. No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.



# SIKKA – State of Gujarat

## Crew Change Permitted

### GENERAL RULES

1. No Crew change will be allowed prior to cargo operations - even at anchorage.
2. Only 09 Passenger can be accommodated in a single tugboat
3. Outside vehicles are not permitted to enter inside the terminal premises due to Covid 19 precautionary measures. Each agent has been allowed only one vehicle for movement inside the terminal.
4. In view of the above limitation, crew movement will be carried out by a single car inside the terminal, hence there will be a delay in movement of crew from Terminal gate to Jetty

### SIGN ON

1. Crew Change operation is permitted from 0800 Hrs. to 1700 Hrs. only.
2. On signer to carry out Covid-19 test before departure from their hometown.
3. On signer will go through Covid 19 test after reaching Jamnagar & sample will be dispatched to Ahmedabad Laboratory.
4. Covid 19 test result will take 24 Hrs. to 48 Hrs. & during this time they will be accommodated in a hotel approved by the District Health office.
5. Sign on permission will be granted by all concerned authorities after their Covid test is negative.
6. On signer should reach Jamnagar 2 to 3 days prior arrival of vessel in port.
7. On-signing Seafarers shall wear PPE (full body suits) and to maintain social distancing
8. Handing over / mingling of signing-on crew shall not be allowed with off-signing crew
9. Nearest Airport is Jamnagar, 2nd Alternative- Rajkot & 3rd Alternative – Ahmedabad
10. All documents must be sent well in advance in order to obtain permission from concerned authorities
11. Foreign national Sign on is permitted subject to having valid Transit VISA on hand. Upon arrival in India, the Crew must board the vessel within 3 days ( w.e.f. arrival at First Indian Airport )





# SIKKA – State of Gujarat

## Crew Change Permitted

### SIGN OFF

1. Crew Change operation is permitted from 0800 Hrs. to 1700 Hrs. only.
2. Off signing Indian & Foreign nationals will be quarantined for 7 days at a district health authority approved hotel ( quarantine period will count from last port departure date). After Covid negative report received, the off signer will be permitted to leave Jamnagar jurisdiction.
3. Local immigration will issue travelling permit to foreign national which will be valid for 30 Days
4. Off-signing Seafarers shall wear PPE (full body suits) and to maintain social distancing
5. Handing over / mingling of signing-on crew shall not be allowed with off-signing crew

### LATEST UPDATES

1. All nationalities Sign On/Off permitted
2. COVID19 Sample test time 09:00 hrs. - 18:00 hrs. **RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**
3. For test on Saturday & Sunday, advance information is required.
4. For Vessels calling for SPM Operation : Crew change is permitted at Anchorage only after completion of Cargo Operation. No Crew change possible prior berthing.
5. Vessels coming from affected countries issued Limited Free Pratique basis Vessel health declaration provided by master. PHO will board the vessel on arrival and grant clearance.
6. No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.



# VADINAR – State of Gujarat

## Crew Change Permitted

### SIGN ON

1. Vessels Coming from affected countries are issued Limited Free Pratique.
2. Government has permitted the designated ICMR approved private labs at Ahmedabad / other cities to conduct COVID19 Test.
3. For Sign On at Vadinar, the joiner MUST get his COVID19 Test done at hometown and arrive Jamnagar (in broad daylight) with a negative certified report.
4. Crew to undergo COVID19 test once more at Jamnagar, and not waiting for the report, Hospital Doctor may certify the earlier report (from hometown or from Ahmedabad), and basis this, he will be allowed to S/On.

### SIGN OFF

1. Crew to be disembarked and taken to Hotel, where they must be quarantined for total 7days, effective vessels last port of call date (foreign or Indian Port, alike).
2. After completing quarantine period, crew would be taken to Government Hospital where they would draw samples for COVID19 testing.
3. Upon being certified negative, which takes about 2/3 days, S/off formalities to be processed.
4. Foreign national Sign off would be granted up to 30 days TLP ( Temporary VISA ) by local Immigration / subject to his flight schedule.

### LATEST UPDATES

1. COVID19 sample test time 09:00 hrs. - 18:00 hrs.
2. For test on Saturday & Sunday, advance information is required. **RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**
3. Vessels coming from affected countries issued Limited Free Pratique basis Vessel health declaration provided by master. PHO will board the vessel on arrival and grant clearance.
4. No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.
5. At SPM crew change is not permitted, crew change is permitted after vessel cast off from SPM
6. At Jetty crew change is permitted from seaside after completion of cargo & documentation formalities / after disembarkation of shore personnel.



# MUMBAI – State of Maharashtra

## Crew Change Permitted

### SIGN ON - INDIAN CREW

1. Ship owner / Recruitment and Placement Service (RPS) agency to identify Seafarer for joining a vessel. Seafarer to fill up the travel and contact history for last 28 days as per Form 1 (refer DGS order 12 of 2020) and submit it to the ship owner / RPS agency by email.
2. Ship owner / RPS agency to submit the duly filled in seafarer's travel and contact history Form to a DG (Shipping) approved medical examiner, for assessment and certification of the seafarer's fitness to join ship.
3. Based on the seafarer's travel and contact history for last 28 days submitted by the ship owner, RPS agency, the medical examiner may call the seafarer for standard medical examination prescribed by DGS for certifying medical fitness of the seafarer.
4. Upon medical examiner's confirmation for processing the sign-on, the following further processes are to be completed by the Ship owner / RPS agency:
  - a. Seafarer's travel route is to be identified.
  - b. The Seafarer shall undergo the COVID19-19 test to confirm "negative" test result. The seafarer would be ready for sign-on if the COVID19 test is negative. The report should be issued within 48 hrs. of crew embarking.
  - c. The COVID19 test should be carried out in Mumbai from approved laboratories by MCGM.

### SIGN OFF – INDIAN CREW

1. Vessel to complete 7 days quarantine period prior vessel arrival at Mumbai (date of sailing last port of call).
2. COVID19 swabs collection can be carried out at inner anchorage and berth, subject to weather permit. **RT-PCR Results are now taking 24 - 48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**
3. The Concern Authority allow to Sign Off Formalities for off signer basis of self-declaration, Master Undertaking & Body Temperature (Daily Basis).
4. Once crew COVID19 test result receive Negative, crew can fly to his hometown.
5. Crew can be disembarking during daylight hours and working days (09.30 am to 05.00 Pm)
6. Crew can be repatriated to their respective hometown from port/Hotel directly by road/domestic flight.
7. Owner/RSPL agent to make crew travel arrangement.



# MUMBAI – State of Maharashtra

## Crew Change Permitted

### **SIGN ON – FOREIGN CREW**

1. Visa is not issued on arrival in India.
2. Crew must arrive in India with Valid Transit Visa only for joining ship. No other type of visa will be entertained.
3. We will send a LOI to you so that crew can arrange their own Valid Transit Visa at crew's respective location.
4. Following remarks should be duly incorporated on joiner's visa "TO JOIN THE Vessel and Port name " The following docs / details are required for obtaining permission from concerned authority for on signer:
5. a) Copy of passport b) Copy of seaman book c) Copy of visa d) Covid19 Negative report

### **SIGN OFF - FOREIGN CREW**

1. Vessel to complete 7 days quarantine period prior vessel arrival at Mumbai (date of sailing last port of call)
2. COVID19 swabs collection can be carried out at inner anchorage, subject to weather permitting.
3. Vessel to wait at anchorage for COVID19 test result, normally takes around 24/36 hrs. from time swab samples submitted to lab
4. Once crew COVID19 test result receive Negative, crew can disembark at inner anchorage or alongside berth
5. Crew can disembark during daylight hours and working days
6. Crew can be repatriated to their home country subject to confirmed flight tickets
7. Owner/RSPL agent to make crew air travel arrangement

### **LATEST UPDATES**

- Vessels coming from affected countries are issued Limited Free Pratique.
- Vessels coming from affected countries issued Limited Free Pratique basis Vessel health declaration provided by master. PHO will board the vessel on arrival and grant clearance.
- No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.
- **RT-PCR Results are now taking 24 - 48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**

# JNPT Nhava Sheva – State of Maharashtra

## Crew Change Permitted. Foreign crew Sign on temporarily halted

**Due to the local requirement of Institutional Quarantine of 7 days for all International Passenger arriving at Mumbai International airport by MCGM authorities, Immigration has temporary halted Foreign National sign on at JNPT Nhava Sheva.**

### **SIGN ON**

1. Minimum 03 days advance intimation to PHO, Immigration ,Harbour Master & Terminal for their approval
2. All On signer's need to arrive 3 days prior vessel berthing to JNPT nominated QC where their PCR test will be done by PHO approved Labs.
3. Crew samples will be drawn locally at JNPT nominated QC and sent to lab, and crew required to stay back awaiting report; now 02 hotels nominated for quarantine. Report available in 12/24 hours.
4. All required documents along with COVID19 Test Negative Report to be submitted to JNPT DC/HM/DM and all concerned authorities to obtain NOC.
5. This medical report to be submitted to PHO prior signing on the crew. After checking all the papers, Health Officer will allow the crew to sign on.

### **SIGN OFF**

1. Minimum 03 days advance intimation to PHO, Immigration ,Harbour Master & Terminal for their approval
2. Crew disembarking from vessel arriving from foreign port will be kept in institutional quarantine at JNPT nominated QC for 7 days (number of days of quarantine calculated from the date of departure from foreign port).
3. After the quarantine period completed, the crew will be tested for COVID19 .
4. If crew reports are negative, PHO will give medical clearance and Off Signers can proceed towards their hometown. Foreign national need to do PCR test 72 hrs prior their flight boarding as per airport authorities after completing their quarantine period.

### **LATEST UPDATES**

1. Vessels coming from affected countries are issued limited Free Pratique after submitting all required docs advise by PHO one day before vessel berthing.
2. Crew change at Anchorage not permitted. Indian & Foreign National sign on /off permitted subject to valid PASSPORT & SEAMANS book on hand and Transit visa for joiners.
3. No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.
4. Foreign national joiners should join the vessel within 72 hours after landing in India in which he needs to undergo PCR test at JNPT nominated QC where he needs to arrive 72 hours prior vessel berthing.
5. **RT-PCR Results are now taking 24-36 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**

# Mormugao – State of Goa

## Crew Change Permitted

### **SIGN ON – INDIAN AND FOREIGN CREW**

1. To inform at least one week in advance about Sign On prior to joining vessel, for completing all the formalities with the Nodal officer appointed by Mormugao Port Trust, PHO; Immigration; Customs; Office of the District Collector, South Goa; – Giving details inclusive which hotel they would be staying.
2. District Collector requires negative Covid-19 test report to grant permission to Sign On along with below mentioned documents
3. Once COVID19 test comes negative, to upload/produce the test result to the District Collector and Port authority to approve access for the joining crew
4. Following documents required for the Signing On:
  - a) Travel and contact history for the last 28 days
  - b) Covid 19 negative test report issued local ICMR authorised Laboratory
  - c) Copy of Passport and Seaman Book
  - d) E-Migrate is mandatory for Indian joiners for Immigration clearance

### **SIGN OFF – INDIAN CREW**

1. No quarantine period for vessel arrival at Mormugao Port.
2. Crew will be taken to Authorised Laboratory COVID19 swabs collection .
3. The Concern Authority allow to Sign Off Formalities for off signer basis of self-declaration, Master Undertaking & Body Temperature (Daily Basis).
4. Once crew COVID19 test result receive Negative, crew can fly to his hometown.
5. Crew disembarking during daylight hours including weekend and holidays
6. Crew can be repatriated to their respective hometown from Hotel directly by road/domestic flight.
7. Owner/RSPL agent to make crew travel arrangement.

### **NOTE**

- Vessels coming from affected countries are issued Limited Free Pratique.
- RT-PCR Results are now taking 48-72 Hours after tests are conducted due to the massive surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**





# Mormugao – State of Goa

## Crew Change Permitted

### SIGN OFF - FOREIGN CREW

1. No quarantine period for vessel arrival at Mormugao Port.
2. Crew will be taken to Authorised Laboratory COVID19 swabs collection .
3. The Concern Authority allow to Sign Off Formalities for off signer basis of self-declaration, Master Undertaking & Body Temperature (Daily Basis).
4. Once crew COVID19 test result receive Negative, crew can fly to his hometown.
5. Crew disembarking during daylight hours including weekend and holidays
6. Crew can be repatriated to their respective hometown from Hotel directly flight.
7. Owner/RSPL agent to make crew travel arrangement.

### NOTE

- Vessels coming from affected countries are issued Limited Free Pratique.
- RT-PCR Results are now taking 48-72 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**



# Karwar – State of Karnataka

## Crew Change Permitted – Indian Nationals Only

### SIGN ON

1. To inform at least 10 working days in advance about Sign On prior to joining vessel, for completing all the formalities with the Nodal officer appointed by Karwar port, District Surgeon; District Hospital Karwar; Superintendent of Police; Customs; Karwar Port; Office of the District Administration.
2. Before arrival, the agent to prepare a letter to District Collector with the details of joiner with a request to carry out COVID19-19 test at designated Karwar Institute of Medical Sciences, get it endorsed from the Karwar Port Nodal Officer and the same to be forwarded for necessary permissions.
3. Once COVID19 test comes negative, to upload/produce the test result to the port authority to approve access for the joining the crew.
4. The following documents are required for the Signing On:
  - a) Travel and contact history for the last 28 days and self-declaration
  - b) Covid-19 negative test report (72 hours prior joining ship)
  - c) Copy of submitted and accepted Emigrant form.

### NOTE

- Signing On and Off has not been done at Karwar port during the lock-down period, nor has the port informed the Superintendent of Police, Karwar, and/or Karwar Institute of Medical Science regarding port SOP for Signing On/Off . In case crew changes are required at this port we will need to be notified at least 10 working days in advance so we can obtain all necessary approvals. Preferably this port is to be avoided for crew changes unless no other options available.

### SIGN OFF

1. To inform at least one week in advance about Sign Off prior to disembark from vessel, for completing all the formalities with the Nodal officer appointed by Karwar port, District Surgeon, District Hospital Karwar, Superintendent of Police, Customs, Karwar Port and Office of the District Administration.
2. Crew cannot be signed off unless COVID19 Report Results received.
3. The off signer will be put into 07 days institutional quarantine even after COVID19 test
4. Once all documents are in order, it will be possible to apply for online permission to travel from quarantine place to crew destination in India.

### NOTE

- Signing On and Off has not been done at Karwar port during the lock-down period, nor has the port informed the Superintendent of Police, Karwar, and/or Karwar Institute of Medical Science regarding port SOP for Signing On/Off . In case crew changes are required at this port we will need to be notified at least 10 working days in advance so we can obtain all necessary approvals. Preferably this port is to be avoided for crew changes unless no other options available.
- RT-PCR Results are now taking 48-72 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**

# New Mangalore – State of Karnataka

## Crew Change Permitted

### SIGN ON

1. Seafarer to submit the travel and contact history to DG Shipping approved medical examiner for certification through ship owner / RPS agency by e-mail
2. Seafarer to undergo COVID19 test at his hometown (though this is not required as per DGS SOP, it is better to carry out this test in order to minimize the risk to the driver, agency staff or whoever the seafarer comes in contact with during his travel to NMPT).
3. All Sign-on details to be intimated to the following by e-mail:
  - a) Immigration Office [nmp.immigration@gmail.com](mailto:nmp.immigration@gmail.com)
  - b) Port Health Office [phomangalore@gmail.com](mailto:phomangalore@gmail.com)
  - c) District Health Office [dhodkannada2019@gmail.com](mailto:dhodkannada2019@gmail.com) and [dc.mnglr@gmail.com](mailto:dc.mnglr@gmail.com)
  - d) NMPT [nmptdm@gmail.com](mailto:nmptdm@gmail.com)
  - e) Customs Hard copy @ Dock office
4. Prior arrival, the agents to prepare a letter to DHO with details of joiner with a request to carry out COVID-19 test at designated PHC, get it endorsed from the NMPT nodal officer and same to be forwarded to DHO for necessary permission.
5. Upon arrival crew must proceed to nearest PHC for sample collection / test.
6. Agent to liaise with PHO for arranging sampling / test
7. Once negative test report is received, same to be communicated to authorities mentioned under point No.4 above and the seafarer to proceed to NMPT for sign-on formalities.
8. The driver to remain with the seafarer till his sign-on formalities are completed.
9. It is advisable that seafarer's vehicle can be used for all local transportation and attending staff to follow in a separate vehicle or guide the driver/seafarer about the places to visit.

### NOTE

- On-signers who are arriving by air should have Transit permit. Same to be shown at the airport and crew will be taken to a camp in district administration. The joiner need to produce all his documents to the essential services desk. Upon scrutiny, the seafarer will be allowed to move to a hotel and subsequently for COVID19 testing



# New Mangalore – State of Karnataka

## Crew Change Permitted

### SIGN OFF

1. All required documents / details of the off-signers to be sent to the same authorities as mentioned in point No.4 above.
2. Agent to submit an undertaking to the Immigration authority as per draft attached.
3. Off-signers to disembark from the vessel and surrender Passport and CDC to Immigration office.
4. Collect special shore leave pass from Immigration office.
5. Off-signers to proceed to nearest PHC for sample collection / test.
6. Once test report is received, same to be intimated to all concerned and off-signers to visit immigration office using special shore pass and complete sign-off formalities (If the vessel departs before receipt of test result, sign-off will be carried out on sailing date).
7. Now quarantine not required. Upon submission of COVID negative report authorities grant permission to sign off.
8. Based on this, agent to apply for transit pass with District Administration. Agents are requested to liaise with: Ms. Prasadini from District Admin. Mobile no. +918095303004.
9. Agent to ensure that vehicle carrying seafarers is properly sanitized, and sanitizers, masks and gloves are provided to the driver and seafarer.

### LATEST UPDATES

- On-signers who are arriving by air should have Transit permit. Same to be shown at the airport and crew will be taken to a camp in district administration. The joiner needs to produce all his documents to the essential services desk. Upon scrutiny, the seafarer will be allowed to move to a hotel and subsequently for COVID19 testing. **RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**
- **Anchorage operation / Crew change at anchorage not permitted due to monsoon season (From 01.06.2021 to 15.09.2021).**
- Foreign National Sign On and Sign off is now Permissible.
- Foreign Crew permitted sign on permitted subject to valid PASSPORT /VISA & SEAMANS book on hand



# Kochi – State of Kerala

## Crew Change Permitted

### SIGN ON

1. Joiners to arrive approx. 4 days prior vessel arrival.
2. Crew will be transferred directly from Airport to Hotel for quarantine till joining the vessel.
3. Mandatory Minimum quarantine period for On-signers is 3 days.
4. Covid Test at Cochin is mandatory for all joiners travelling from other states.
5. Covid Test to be conducted (at the hotel room itself) and report obtained in 1/2 days.
6. Crew must stay in hotel till then.
7. Immigration authorities can permit sign-on only by using port registered private boat or tug.
8. If report is negative, crew can be signed on basis normal procedure.

### NOTE

- Crew Change is permitted only during daylight hours (0600 hours to 1700 hours)
- Scanned copies of the following documents need to be submitted to FRRO and Immigration for speedy processing of Crew Changes within Inner Port as well as Outer port limits:
- Arrival Notice - 48 Hours Prior Vessel Berthing
- Last 10 Port of Call
- Sign on/Sign off details of the Crew
- Cochin Immigration authorities have granted permission to Sign-on and Sign-off at Cochin Outer Anchorage subject to vessels arrival must be declared vide daily port line up, that she is arriving ONLY for sign-on and sign-off purposes.
- Port permission copy stating port permitting sign-on and sign-off at outer anchorage within port limits to be obtained and submitted to Immigration authorities at least 72 hours prior ETA.
- Nearest Airport is Cochin (CIAL, Nedumbassery).



# Kochi – State of Kerala

## Crew Change Permitted

### SIGN OFF

1. Crew arriving from a foreign port shall be kept in institutional quarantine for a period of 7 days which will include the period spent on-board the ship from the date of departure from the last port of call. This period from the last port of call shall be treated as period spent on quarantine only if the ship and crew is healthy. After 7 days, the crew will undergo Covid -19 test and if negative will go for 7 days home Quarantine.
2. Agents must undertake that sign-off crew, after disembarking from the vessel carry out Covid 19 test, report copy will be submitted to Immigration authorities & crew will be kept under quarantine as required.
3. Immigration authorities can permit sign-off only using port registered boat or tug.
4. Crew continues to stay in hotel till negative report comes.
5. If negative, crew will be allotted travel permit to hometown based on the arrangements from owners / manning company.
6. Following details to be submitted 04 days prior vessels arrival. - Vessel Particulars / Last 10 port details / Crew daily temperature report / Crew list

### LATEST UPDATES

- Both Indian and Foreign crew (except Pakistan) are permitted to crew change at berth as well as anchorage.
- At Anchorage, Crew Change is permitted only during daylight hours (0600 hours to 1700 hours) New SOR for outer anchorage charges wef 15.10.2020. Signing off Chinese crew currently possible at berth.
- Crew Change is permitted only during daylight hours (0600 hours to 1700 hours)
- Arrival Notice - 48 Hours Prior Vessel Berthing / Last 10 Port of Call / Sign on & Sign off details of the Crew
- Port permission copy stating port permitting sign-on and sign-off at outer anchorage within port limits to be obtained and submitted to Immigration authorities at least 72 hours prior ETA.
- Sign off - Foreign Nationals. The immigration will issue 7 days TLP. The subject crew should have a valid passport & CDC (min validity 6 months), confirmed flight ticket and clear medical history of past 14 days. TLP (Temporary Landing Permit) will be valid for 7 days only, hence crew should leave within 7 days from the date of disembarkation. COVID19 PCR test should be conducted prior crew leaving from India. Min 5 days firm notice to be provided to local authorities to make necessary arrangements. **RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**





# Vizhinjam – State of Kerala

## Crew Change Permitted

### SIGN ON

1. 7 days Advance intimation of arriving joiners to be provided to agents.
2. Joiners to arrive approx. 4 days prior vessel arrival.
3. Minimum quarantine period for On-signers is 3 days at Cochin is mandatory.
4. COVID-19 Test to be carried out and report expected in 24 / 30 hours.
5. If report is negative, Immigration / Customs formalities to be carried out prior joining.
6. Proper Harbour Tugboats are now available for crew change.

### SIGN OFF

1. 7 days Advance intimation of arriving joiners to be provided to agents.
2. Off-signers COVID test to be done on disembarkation, and report expected in 24/30 hours.
3. Crew arriving from a foreign port shall be kept in institutional quarantine for a period of 7 days which will include the period spent on board the ship from the date of departure of last port of call. This period from the last port of call shall be treated as time spent in quarantine only if the ship and crew is healthy. After 7 days, the crew will undergo a Covid-19 test and if the results are negative will go into 7 days home quarantine.
4. Foreign National Crew is permitted to sign off at Vizhinjam Anchorage except, Afghanistan, China, Ethiopia, Iraq, Nigeria, Pakistan, Sudan, Somalia, SriLanka, Foreigners of Pakistan origin and Stateless persons.

### NOTE

- Nearest Airport is TRIVANDRUM (THIRUVANANTHAPURAM)
- Crew Change is permitted only during daylight hours (0600 hours to 1700 hours).
- RT-PCR Results are now taking 24 - 48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**



# Tuticorin – State of Tamil Nadu

## Crew Change Permitted

### SIGN ON

1. The seafarer should report to the COVID-19 OPD at Government Hospital, Tuticorin (Annexure-2) for testing.
2. The Seafarer should be then brought to the Port / District approved Quarantine facility at Lemuir Building, Harbour Estate, Tuticorin.
3. The Seafarer should remain in quarantine till the time the test results are received.
4. On receipt of a Negative test result, the seafarer may board the Ship after completion of necessary formalities related to the Health, Customs and Immigration.
5. If the Test result is positive, the SOP for management of a confirmed case shall be put into action.
6. Considering that the results of the test could take some time, the Seafarer should arrive at VOC Port, at least, 2-3 days prior to joining vessel to complete all the above formalities.
7. Necessary formalities and usage of PPE must be strictly complied with as per the DGS SOP as above.

### LATEST UPDATES

- All nationalities sign on and sign off permitted.
- All passengers arriving from United Kingdom, Europe and Middle East shall be carrying negative RT-PCR Test report for which test should have been conducted within 72 hours prior to undertaking the journey. The same also shall be uploaded on the online portal ([www.newdelhiaairport.in](http://www.newdelhiaairport.in)).
- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.
- RT-PCR Results are now taking 24 Hours after tests are conducted. **Please contact our local office for clarity.**



# Tuticorin – State of Tamil Nadu

## Crew Change Permitted

### **SIGN OFF**

1. After Health and Immigration formalities as per the DGS SOP, the Seafarer would disembark from the vessel.
2. The Seafarer should then be taken to ICMR authorised labs for COVID testing at Tuticorin which includes 2 Private labs at Tuticorin .
3. If the test results are negative, the Seafarer should be allowed to proceed as per DGS Protocol.
4. The seafarer must undergo COVID-19 testing before he can be allowed to disembark as per the DGS protocol. If the test results are Positive, then SOP for management of a confirmed case shall be put into action.
5. Necessary formalities and usage of PPE must be strictly complied with as per the DGS SOP as above.

### **NOTE**

#### **Sign off Precautions**

- RT-PCR Results are now taking 24 Hours after tests are conducted. Please contact our local office for clarity.



# Chennai – State of Tamil Nadu

## Crew Change Permitted

### SIGN ON

1. Forward PP, CDC and Signed copy of SD form for submission to PHO & Port Nodal Officer at least 3 days in advance prior to vessel arrival.
2. Forward Transit Visa Copy for Foreign Crew for submission to Immigration office at least 3 days in advance to prior vessel arrival
3. Require authorization from Master and RPS for sign on.
4. Necessary advance permission to be obtained from concerned departments in Chennai Customs House
5. Joining Crew should arrive 2-3 days prior vessel berthing with E-Pass and medical fitness certificate
6. Submit past 28 days Travel history in given format.
7. PHO/ICMR Authorised Lab Person will come to PHO authorised quarantine Hotel where crew is staying to carry out the RT PCR Test.
8. After Testing crew should stay in quarantine hotel till joining in the vessel.
9. If the result is negative, crew will join the vessel with E-migrant copy (applicable for Indian Crew only), (if positive, handed over to state government health authorities).
10. After Test result negative, Joining Crew should report to Immigration office with PHO clearance for PP endorsement and followed by Customs for baggage clearance.
11. Car should be disinfected and both driver and crew should always wear mask and gloves.

### NOTE

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- 14 Days mandatory quarantine required from date of departure if the vessel arrives from any Chinese ports.
- Crew change permitted for all nationality crews except countries from 1. Afghanistan 2. Bangladesh 3. Ethiopia, 4. Iran, 5. Nigeria, 6. Pakistan, 7. China, 8. Somalia, 9. Sri Lanka who are being blacklisted for which immigration have put restriction on landing and repatriation.
- The Foreign Crew should join the vessel within 72 hours from the date/time of landing.
- Preferred to arrive during morning hours to arrange RT PCR Test on same day at Port of Joining and get the test result on next day. Hence the suitable flight tickets to be arranged by principal basis berthing prospects of vessel.
- The crew those who are arriving from abroad especially foreign national to Tamil Nadu State should submit their self-declaration and 72 hours valid RT PCR Test thru online portal ([www.newdelhiairport.in](http://www.newdelhiairport.in)) and apply TN e-pass thru online <https://eregister.tnega.org/#/user/pass> prior departure. The copy of TN e-pass may be required by Airport Authority and Airlines while issuing the boarding pass at Origin Departure Airport and to exit Arrival Chennai Airport.



# Chennai – State of Tamil Nadu

## Crew Change Permitted

### SIGN OFF

1. PP, CDC, SD form, Crew Change details in given form to be forwarded to PHO, Immigration & Port Nodal officer.
2. Require authorization from Master and RPS for sign off.
3. Necessary advance permission to be obtained from concerned departments in Chennai Customs House.
4. Bring the Off-signing crew to PHO authorised quarantine Hotel from vessel via PHO, Immigration and Customs formalities
5. PHO will issue the Clearance only after completion of 7 days from the date of last foreign port departure if vessel is under foreign run.
6. PHO/ICMR Authorised Lab Person will come to PHO authorised quarantine Hotel where crew is staying to carry out the RT PCR Test.
7. After testing, the crew should stay in authorised quarantine hotel in isolation till arrival of the result (1-2 days).
8. If the result negative, crew will be allowed to proceed (if positive, handed over to state government health authorities).
9. Car should be disinfected and both driver and crew should wear mask and gloves always.

### NOTE

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- 14 Days mandatory quarantine required from date of departure if the vessel arrives from any Chinese ports.
- Crew change permitted for all nationality crews except countries from 1. Afghanistan 2. Bangladesh 3. Ethiopia, 4. Iran, 5. Nigeria, 6. Pakistan, 7. China, 8. Somalia, 9. Sri Lanka who are being blacklisted for which immigration have put restriction on landing and repatriation.
- The Foreign Crew will be permitted to EXIT from the Port of disembarkation only after 7 days from the date of last foreign port departure.
- TLP (Temporary Landing Permit) will be issued for off signers during COVID-19 pandemic period for 30 days based on submission of confirmed e-ticket copy

### LATEST UPDATE

- RT-PCR Results are now taking 24 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**



# Ennore Kamarajar – State of Tamil Nadu

## Crew Change Permitted

### **SIGN ON**

1. Forward PP, CDC and Signed copy of SD form for submission to PHO & Port Nodal Officer at least 3 days in advance prior to vessel arrival.
2. Forward Transit Visa Copy for Foreign Crew for submission to Immigration office at least 3 days in advance to prior vessel arrival
3. Require authorization from Master and RPS for sign on.
4. Necessary advance permission to be obtained from concerned departments in Chennai Customs House
5. Joining Crew should arrive 2-3 days prior vessel berthing with E-Pass and medical fitness certificate
6. Submit past 28 days Travel history in given format.
7. PHO/ICMR Authorised Lab Person will come to PHO authorised quarantine Hotel where crew is staying to carry out the RT PCR Test.
8. After Testing crew should stay in quarantine hotel till joining in the vessel.
9. If the result is negative, crew will join the vessel with E-migrant copy (applicable for Indian Crew only), (if positive, handed over to state government health authorities).
10. After Test result negative, Joining Crew should report to Immigration office with PHO clearance for PP endorsement and followed by Customs for baggage clearance.
11. Car should be disinfected and both driver and crew should always wear mask and gloves.

### **NOTE**

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- 14 Days mandatory quarantine required from date of departure if the vessel arrives from any Chinese ports.
- Crew change permitted for all nationality crews except countries from 1. Afghanistan 2.Bangladesh 3.Ethiopia, 4.Iran, 5.Nigeria, 6. Pakistan, 7.China, 8. Somalia, 9. SriLanka who are being blacklisted for which immigration have put restriction on landing and repatriation.
- The Foreign Crew should join the vessel within 72 hours from the date of landing.
- Preferred to arrive during morning hours to arrange RT PCR Test on same day at Port of Joining and get the test result on next day. Hence the suitable flight tickets to be arranged by principal basis berthing prospects of vessel.
- The crew those who are arriving from abroad especially foreign national to Tamilnadu State should submit their self-declaration and 72 hours valid RT PCR Test thru online portal ([www.newdelhiairport.in](http://www.newdelhiairport.in)) and apply TN e-pass thru online <https://eregister.tnega.org/#/user/pass> prior departure. The copy of TN e-pass may be required by Airport Authority and Airlines while issuing the boarding pass at Origin Departure Airport and to exit Arrival Chennai Airport.



# Ennore Kamarajar – State of Tamil Nadu

## Crew Change Permitted

### SIGN OFF

1. PP, CDC, SD form, Crew Change details in given form to be forwarded to PHO, Immigration & Port Nodal officer.
2. Require authorization from Master and RPS for sign off.
3. Necessary advance permission to be obtained from concerned departments in Chennai Customs House.
4. Bring the Off-signing crew to PHO authorised quarantine Hotel from vessel via PHO, Immigration and Customs formalities
5. PHO will issue the Clearance only after completion of 7 days from the date of last foreign port departure if vessel is under foreign run.
6. PHO/ICMR Authorised Lab Person will come to PHO authorised quarantine Hotel where crew is staying to carry out the RT PCR Test.
7. After testing, the crew should stay in authorised quarantine hotel in isolation till arrival of the result (1-2 days).
8. If the result negative, crew will be allowed to proceed (if positive, handed over to state government health authorities).
9. Car should be disinfected and both driver and crew should wear mask and gloves always.

### NOTE

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- 14 Days mandatory quarantine required from date of departure if the vessel arrives from any Chinese ports.
- Crew change permitted for all nationality crews except countries from 1. Afghanistan 2. Bangladesh 3. Ethiopia, 4. Iran, 5. Nigeria, 6. Pakistan, 7. China, 8. Somalia, 9. Sri Lanka who are being blacklisted for which immigration have put restriction on landing and repatriation.
- The Foreign Crew will be permitted to EXIT from the Port of disembarkation only after 7 days from the date of last foreign port departure.
- TLP (Temporary Landing Permit) will be issued for off signers during COVID-19 pandemic period for 30 days based on submission of confirmed e-ticket copy

### LATEST UPDATE

- RT-PCR Results are now taking 24 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**



# Krishnapatnam – State of Andhra Pradesh

## Crew Change Permitted

### SIGN ON

1. Manning Company/ Owners to apply with DG shipping to obtain E- Pass for Crew members.
2. Manning Company/ Owners to arrange transportation from crew hometown / airport to Krishnapatnam, preferably with Covid Test done for crew and driver and hand carry Negative Report which is convenient for travelling.
3. Quarantine Hotels at Krishnapatnam – Hotel Sravanthi and Hotel Grand Inn
4. Upon Crew reaching Hotel, his arrival will be informed to District Medical Health Office( DMHO) and PHO for taking Sample to carry out Covid - 19 test.
5. Report will be received after 03 to 04 working days.
6. If the Covid-19 report is negative, Immigration and Quarantine would permit the Crew to join the vessel.

### SIGN OFF

1. Crew to be disembarked and Immigration formalities are carried out.
2. Crew then transferred to hotel, and his arrival there is to be notified to District Medical Health Office (DMHO) and PHO for taking Sample to carry out Covid - 19 test.
3. Report will be received after 03 to 04 working days. If negative, crew can proceed home.
4. Manning Company/ Owners to apply with DG shipping to obtain E- Pass for Crew members.
5. Manning Company/ Owners to arrange transportation for crew travelling from Krishnapatnam to Crew hometown / airport, preferably with Covid Test done for crew and driver and hand carry Negative Report which is convenient for travelling.

### NOTE

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.

### LATEST UPDATE

- RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**





# Kakinada – State of Andhra Pradesh

## Crew Change Permitted

### SIGN ON

1. Indian and foreign national permitted for sign on at Kakinada port. On signers must carry the hometown RTPCR Covid negative report. Negative report is mandatory to present at airports.
2. Once on signers reached to Kakinada as per local health officer advice again on signers must attend RTPCR test at Kakinada. Base on Kakinada report local PHO give the No Objection certificate to all authorities to do the sign on formalities.
3. Once on signers reach Kakinada require 3 working days to join the vessel.

### SIGN OFF

1. Seafarers arriving from vessel would undergo the COVID-19 test to confirm that he / she is COVID negative.
2. If the seafarer is tested as "positive" for COVID-19, he / she will be stay at hotel for until Clearance of local port health officer.
3. Covid Test facilities available authorised government approved labs.
4. Once off signers Covid negative report received the local PHO will permit to complete remaining sign off formalities.
5. RTPCR report is valid on 72 Hrs. Off signers should leave India with in 72 Hrs.
6. Before Sign-off (Foreign national) we must apply Temporary landing permission (TLP) at immigration irrespective of vessel berthing or not and for granting TLP which will take about 6 to 7 working days (Saturday and Sunday TLP not accepting by immigration) from concern authorities.
7. Visa fees USD 40 applicable for foreign off signers to issue the TLP

### LATEST UPDATES

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- Foreign and Indian national crew change permitted at Kakinada anchorage port and deep-water port.
- No requirement of 14 days quarantine for vessels arriving from Chinese ports and other ports.. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.
- Nationalities not allowed embark/Disembark: Chinese, Pakistani, SriLankan, Ethiopian, Iraqi ,Nigerian ,Somalian and Afghani.
- All foreign seafarers arriving at Indian international airport to undergo with RT-PCR test at airport only on their own expenses. Report to follow on email /WhatsApp.
- At airport for RT-PCR test contact person name may be used as J. Venkat Mob: +91 9912812941; Email id: [youriss.kakinada@iss-shipping.com](mailto:youriss.kakinada@iss-shipping.com).
- RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**

# Gangavaram – State of Andhra Pradesh

## Crew Change Permitted

### SIGN ON

1. To inform Harbour Master and Dy. Conservator (who are VPT nodal officers).
2. To inform Port Health officer, Immigration departments about the schedule of S/on crew 72 hrs. prior, along with required documents
3. Sign On crew to be taken to PHO for screening. PHO approved COVID centre will do test and results take 24 hrs. Until then crew can be accommodated at Quarantine approved Hotels.
4. After receiving NEGATIVE results crew can be taken directly to Immigration / Customs depending on vessel berthing.
5. Foreign national on-signer must join the vessel within 72 hrs i.e., from the date of 1st Indian international airport landing.

### SIGN OFF

1. To inform Harbour Master and Dy. Conservator (who are VPT nodal officers).
2. To inform Port Health officer, Immigration departments about the schedule of S/off crew 72 hrs. prior, along with required documents.
3. Before Sign-off (Foreign national) we have to apply Temporary landing permission (TLP) at immigration irrespective of vessel berthing or not and for granting TLP which will take about 3 to 4 working days (Saturday and Sunday TLP not accepting by immigration) from concern authorities. Note : up-on submission of Flight schedule only Immigration will accept Travel permit)
4. Signing off crew to be taken to Customs as usual from the gate and then to the PHO office.
5. After sign-off, Crew must complete Quarantine period if applicable (At present 7 days quarantine period observing by local PHO i.e., from date of last foreign port departure date).
6. PHO approved COVID centre will do test and results take 24 hrs. Until then crew can be accommodated at Quarantine approved Hotels.
7. Once declared Negative, crew can be taken directly to Immigration / Customs and travel onwards out of Vizag

### LATEST UPDATES

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- Crew Change Not Permitted at anchorage. Crew Change Indian & Foreign permitted at berth.
- No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.
- All foreign seafarers arriving at Indian international airport to undergo with RT-PCR test at airport only on their own expenses. Report to follow on email /WhatsApp.
- At airport for RT-PCR test contact person name may be used as Ramesh Babu Yellapu Mob: +91 8369340133; Email id: [YourISS.Vizag@iss-shipping.com](mailto:YourISS.Vizag@iss-shipping.com);
- RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**

# Vishakhapatnam – State of Andhra Pradesh

## Crew Change Permitted

### SIGN ON

1. On Signer crew members to arrive Vizag 3 days prior joining the vessel for Covid test.
2. After on-signer arriving Vizag, they will undergo COVID-19 test at ICMR approved Health Centre for COVID Test,
3. Until the COVID test reports are received, the on-signer will stay at a government approved Quarantine Hotel.
4. On-signer test reports will take approx. 3 working days.
5. Upon receipt of test reports (Negative) they will be permitted to sign-on to the vessel after completion of PHO, Immigration and Customs Formalities.
6. Foreign On-signers should have valid Indian visa to be endorse " TO JOIN THE VESSEL M.V TBN AT VIZAG PORT OR ANY INDIAN PORT"

### SIGN OFF

1. Upon Vessel berthing PHO will board the vessel, PHO will check off-signers temperature and logs. On PHO clearance crew will be permitted to sign-off.
2. Before Sign-off (Foreign national) we will have to apply for Temporary landing permission (TLP) at immigration irrespective of vessel berthing or not and this process will take about 3 to 4 working days (Saturday and Sunday TLP not accepting by immigration). Note : Only on submission of the crew flight schedule will Immigration provide a Travel permit
3. After sign-off crew will undergo COVID test, and until the test reports are received crew will be accommodated in a govt approved quarantine hotel.
4. Test reports will take about approx. 3 working days.

### LATEST UPDATES

- Crew Change Not Permitted at anchorage. Crew Change Indian & Foreign permitted at berth.
- No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.
- All foreign seafarers arriving at Indian international airport to undergo with RT-PCR test at airport on their own expenses. Report to follow on email /WhatsApp.
- At airport for RT-PCR test contact person name may be used as Ramesh Babu Yellapu Mob: +91 8369340133; Email id: [YourISS.Vizag@iss-shipping.com](mailto:YourISS.Vizag@iss-shipping.com)
- RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**

# Gopalpur – State of Orissa

**Crew Change Not Permitted**

## **SIGN ON**

1. The shipping agent will arrange COVID-19 test at The Indian Council of Medical Research (ICMR) approved Labs. While awaiting test report the seafarers to avail paid quarantine facility as directed by the Govt. authorities. On receipt of negative test report seafarer will travel to Immigration authorities for sign on stamping on their passport.
2. COVID-19 test reports to be submitted along with valid DGS approved medical certificate, and e-pass of on signers to port authorities or port medical officer for clearance.
3. COVID-19 test reports along with requisite documents to be submitted to Customs for clearance. Customs baggage check will be carried out at Vessel/ Jetty prior boarding vessel.
4. Sign on crew to wear full body protection suit during their transit through Port till arrival on board.

## **SIGN OFF**

1. The seafarer to stay at the designated hotel as notified by concerned authorities on arrival and arrange through agents for collection of COVID-19 test sample as per the protocol of State Govt. or arrange ICMR approved Lab personnel to visit vessel for swab collection. If the ship's last foreign port call is within quarantine days then collection of sample for COVID-19 test as per protocol, will be carried out post completion of quarantine period.
2. On receipt of negative report agent to arrange for disembarkation of off signers.
3. Submit COVID-19 test reports of off signers to port Authorities for clearance.
4. Submit COVID-19 test reports along with requisite documents to Customs for clearance. Customs baggage check will be carried out at Vessel I Jetty.
5. Sign off crew to wear proper PPE during their transit through Port since disembarkation from Vessel.
6. Sign Off crew to visit Immigration authorities for sign off stamping on their passport.

## **NOTE**

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- Presently crew changes not allowed



# Paradip – State of Orissa

## Crew Change Suspended Temporarily

There is a Temporary suspension of Foreign crew change due to the surge in COVID cases / many countries banning flights from India / new guidelines being issued for passengers travelling from India. In view of many foreign crew who signed off being stuck awaiting flights to depart India and return to their home countries for more than 20 ~ 25 days, Immigration Paradip have suspended foreign crew change temporarily. However, no official circular has been issued yet.

### SIGN ON

1. The shipping agent will liaise with the In-charge of the COVID isolation centre at Paradip, (set up by Health Dept., Govt. of Odisha) / PHO, Paradip / Nodal Officer, PPT / Immigration / Customs with the required details of the crew planned for signed on.
2. The agent will arrange the stay of the crew members at the COVID isolation centre at Paradip / designated hotels as approved by ADM, Paradip on arrival and arrange for collection sample for COVID-19 test as per the protocol of State Govt. The crew will be staying in the COVID isolation centre at Paradip / designated hotels as approved by ADM, Paradip till the result of COVID-19 test is received.
3. If the COVID-19 test comes negative, vessel agent must obtain immigration and Customs clearance and follow the procedure for signing on to place the crew onboard the vessel.
4. In case the COVID-19 test comes positive, vessel agent must inform all concerned authorities i.e., Port Health Authority, Port Administration, Health Dept., Govt. of Odisha and make arrangement for the patient to be treated as per guidelines / rules of MOHFW in force.

### SIGN OFF

1. The shipping agent will liaise with the In-charge of the COVID isolation centre at Paradip, (set up by Health Dept., Govt. of Odisha) / PHO, Paradip / Nodal Officer, PPT / Immigration / Customs with the required details of the crew planned for signed off.
2. The agent will arrange the stay of the crew members at the COVID isolation centre at Paradip / designated hotels as approved by ADM, Paradip on arrival and arrange for collection sample for COVID-19 test as per the protocol of State Govt. The crew will be staying in the COVID isolation centre at Paradip / designated hotels as approved by ADM, Paradip till the result of COVID-19 test is received.
3. If the COVID-19 test comes negative, vessel agent must follow the protocol as stipulated in the MHA Order No.40-3/2020-DM-I(A), dated 21st April 2020, and DGS Order No. 12 of 2020, dated 22nd April 2020 along with the guidelines of State Govt. for onward journey of the crew.
4. In case the COVID-19 test comes positive, vessel agent must inform all concerned authorities i.e., Port Health Authority, Port Administration, Health Dept., Govt. of Odisha and make arrangement for the patient to be treated as per guidelines / rules of MOHFW in force.

### NOTE

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- No requirement of 14 days quarantine for vessels arriving from Chinese ports. As per DGS Order 35 of 2020 dated 17.12.2020 and Addendum 4 to DGS Order No. 04 of 2020, it has been decided that the mandatory quarantine period of 14 days mentioned at Para 13 of the DGS Order 04 of 2020 shall not be insisted upon.
- Indian and Foreign Crew Sign On/ Off possible at berth. After Landing in India, Crew need to join the vessel within 72 hrs.
- RT-PCR Results are now taking 48-72 Hours after tests are conducted due to the massive surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**

# Dhamra – State of Orissa

## Crew Change Not Permitted

### SIGN ON

1. The Shipping agent will liaise with Port Medical Officer (PMO) - Dhamra Port, Port Control - Dhamra Port, Bhadrak FRO and Customs with the requisite details of the crew planned for sign on.
2. The shipping agent will arrange COVID-19 test at ICMR approved Lab Bhubaneswar/ Cuttack. While awaiting test report the seafarers to avail paid quarantine facility at Bhubaneswar. On receipt of negative test report seafarer will travel to FRO, Bhadrak for sign on stamping on their passport.
3. The Shipping agent will arrange the stay of the seafarer at the designated hotel as notified by DM, Bhadrak while awaiting to board vessel.
4. Agent to submit COVID-19 test reports along with valid DGS approved medical certificate of on signers to PMO for clearance.
5. Agent to submit COVID-19 test reports along with requisite documents to Customs for clearance. Customs baggage check will be carried out at Vessel/ Jetty prior boarding vessel.
6. Sign on crew to wear full body protection suit during their transit through Port till arrival on board.
7. In case the COVID-19 test comes positive, vessel agent must inform all concerned authorities i.e., PMO, Port Control, Health Dept. GoO and make arrangement for the patient to be treated as per guidelines/ rules of MOHFW in force and directives of local administration.

### NOTE

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- Crew Changes Suspended until further Notice



# Dhamra – State of Orissa

## Crew Change Not Permitted

### SIGN OFF

1. The Shipping agent will liaise with the designated hotel (Jasmine Jyoti Resorts private Ltd, Basudevapur), Port Medical Officer (PMO) – Dhamra Port, Port Control
2. Dhamra Port, Bhadrak FRO and Customs with the requisite details of the crew planned for sign off.
3. The Shipping agent will arrange the stay of the seafarer at the designated hotel as notified by DM, Bhadrak on arrival and arrange for collection of sample for COVID-19 test as per the protocol of State Govt. or arrange ICMR approved Lab personnel to visit vessel for swab collection. If the ship's last foreign port call is within 14 days then collection of sample for COVID-19 test as per protocol, will be carried out post completion of quarantine period.

### On Board swab collection by ICMR approved Lab personnel:

1. Agent to arrange ICMR approved Lab personnel with full body protection as per guidelines for swab collection on board. On receipt of negative report agent to arrange for disembarkation of off signers.
  - a) Agent to submit COVID-19 test reports of off signers to PMO for clearance.
  - b) Agent to submit COVID-19 test reports along with requisite documents to Customs for clearance. Customs baggage check will be carried out at Vessel / Jetty.
  - c) Sign off crew to wear proper PPE during their transit through Port since disembarkation from Vessel.
  - d) Sign Off crew to visit FRO, Bhadrak for sign off stamping on their passport.
  - e) Vessel agent has to follow the protocol as stipulated in the reference orders for onward journey of the crew.

### NOTE

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- **Crew Change Suspended until further Notice**





# Haldia – State of West Bengal

## Crew Change Permitted

### SIGN ON

1. Appeal to Port Nodal officer with detail program of Sign-on with name and ID documents.
2. Appeal to Immigration officer with detail program of Sign-on with copy of Passport/Seaman Book & Visa copy with Immigration stamp page at 1st Indian airport
3. To arrange quarantine centre for On-Signer crew at Kolkata, approved by H&FW, Govt. of West Bengal under intimation of Nodal officer and Immigration.
4. Co-ordinate with Port for COVID test of On-Signer crew at Kolkata.
5. After getting the negative report same must be submitted to Immigration and after verification of report, they will grant permission to sign-on.
6. After completing above formalities crew can proceed to Haldia for sign-on.
7. Customs formalities will be done after reaching the crew at Haldia.
8. Embarkation of crew is allowed only after the boarding formalities of the concerned authorities are completed.

### SIGN OFF

1. Appeal to Port Nodal officer with detail program of Sign-off along guideline given by DGS like Maritime Health declaration, Temperature list, Individual health declaration etc.
2. Appeal to Immigration officer with details of DGS guideline and copy of passport and seaman book at least 72 hours before of the crew disembarks from vessel.
3. After getting permission from Immigration off-signer crew can disembark from the vessel to proceed Quarantine centre at Kolkata.
4. TLP with validity 3 days will be issued by FRRO subject to prior intimation.
5. Crew will stay at Kolkata quarantine centre under intimation of Nodal officer and Immigration till test result.
6. Passport and Seaman Book must be deposited with FRRO, Kolkata.
7. After submission of negative test result and From C (will be collected from hotel) FRRO will release off signers PP+SBK to hand over off signer for repatriation.
8. Customs will clear the off-signers baggage upon disembarking the crew from ship or they will clear the baggage after obtaining negative COVID Test report.
9. Customs charges for supervision of baggage will incur from the time of crew disembarkation until the scheduled flight date.

### LATEST UPDATES

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- Indian & Foreign National Sign Off / ON Permissible. Foreign Crew permitted sign on permitted subject to being in possession of a valid passport, Transit Visa & Seaman book. (NO CREW CHANGE PERMITTED For Chinese, Pakistani, Sri Lanka, Ethiopia, Iraqi, Nigeria, Somalia and Afghanistan)
- After landing in India, Foreign Crew need to join the vessel within 72 hrs. Please ensure crew lands India on a flight that is just past midnight in order not to lose a day. Coastal vessel crew sign on & Sign off COVID test is mandatory at Kolkata.
- **RT-PCR result is expected within 24-48 hrs after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. Please contact our local office for clarity.**



# Kolkata – State of West Bengal

## Crew Change Permitted

### SIGN ON

1. The Ship Owner / Master / Vessel Agent should send an e-mail to nodal officer wherein a detailed Programme of Sign On crew with the name and ID document.
2. Agent to arrange for stay of the seafarer at a quarantine location at Kolkata, approved by H&FW, Govt. of West Bengal under intimation to the Nodal Officer. List available at H&FW website: [www.wbhealth.gov.in](http://www.wbhealth.gov.in) Covid-19 test will be carried out by authorized lab arranged by port at Kolkata on payment, at the quarantine location itself. No test can be carried out at Haldia. The seafarer to continue at Quarantine location till outcome of the result.
3. The report of the Covid-19 test to be shared with the Nodal officer of KDS / HDC.
4. If a Seafarer is COVID-19 positive, relevant guidelines of MoHFW, Govt. of India to be followed and Nodal Officer of KoPT to be informed.
5. The cost of the COVID-19 test, transportation of the Seafarer and their arrangement for stay at approved Quarantined safe location to be borne by the Ship Owner / Master / Agent.
6. It is the responsibility of the Ship Owner / Master / Vessel Agent to keep PHO informed about such Sign On / Sign Off of seafarer at Kolkata Port.

### SIGN OFF

1. As regards Sign Off, the Maritime Declaration of Health along with other required documents to be submitted to Nodal Officer as well as PHO and obtain immigration clearance. In case of Seafarers coming from foreign port, Quarantine of 14 days to be observed at a safe location approved by H&FW, Govt. of West Bengal under intimation to Nodal Officer.
2. The concerned Seafarer to be transported to Quarantine location as specified in Para-2 under heading of "Sign On" by Ship Owner / Master / Vessel Agent for conducting COVID-19 test in an Ambulance both for Kolkata and Haldia vessels, observing other relevant guidelines. Till the outcome of the Covid-19 test, the seafarer to continue at the quarantine location.
3. The report of the Covid-19 test to be shared with the Nodal officer of KDS / HDC.
4. If a Seafarer is COVID-19 positive, relevant guidelines of MoHFW, Govt. of India to be followed and Nodal Officer of KoPT to be informed.
5. The cost of the COVID-19 test, transportation of the Seafarer and their arrangement for stay at approved Quarantined safe location to be borne by the Ship Owner / Master / Agent.
6. It is the responsibility of the Ship Owner / Master / Vessel Agent to keep PHO informed about such Sign On / Sign Off of seafarer at Kolkata Port.
7. Ship owner / RPS agency to send confirm flight e-ticket and ensure for taking seafarer home.
8. TLP with validity of up to 1 (one) month and a one-time fee of USD 40 may be given by Immigration Officer, keeping in view the requirement of the seafarer.

### NOTE

- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- RT-PCR Results are now taking 24-48 Hours after tests are conducted due to the surge in COVID positive cases locally. This may cause delays or in some instances may make crew changes not feasible. This will have to be established on a case-by-case basis based on the date of crew change. **Please contact our local office for clarity.**

# Port Blair – Andaman and Nicobar

## Crew Change Permitted

### **SIGN ON**

1. Crew must arrive Port Blair minimum 03 to 04 working days in advance, prior to vessel arrival.
2. Covid Test of all passengers including Sign on crew members is carried out at the Airport upon payment of necessary charges (approx. Rs.4,000). It may be prudent for the crew to carry sufficient cash, as they will have to pay it upfront, prior they meet the agent's representative.
3. Time required for getting the report is approximately 48 hours.
4. Sign on Crew need to be quarantined in Hotel till report is received.
5. After receiving NEGATIVE report, crew to be can be taken directly to Immigration / Customs depending on vessels berthing schedule for further formalities.

### **SIGN OFF**

1. Vessel arriving from any foreign port, off-signers will have to be quarantined for a total period of 14 days, from the vessel's departure date from last foreign port as per DG Shipping guidelines.
2. On completion of 14 days quarantine, off signers shall undergo a COVID-19 test.
3. Till the time test reports received, the crew shall be kept under quarantine facility (Preferred Hotel).
4. Time required for getting the report is approximately 48 hours.
5. Once crew tested negative, Owners / RPS must make E-pass arrangements for crew disembarkation.

### **NOTE**

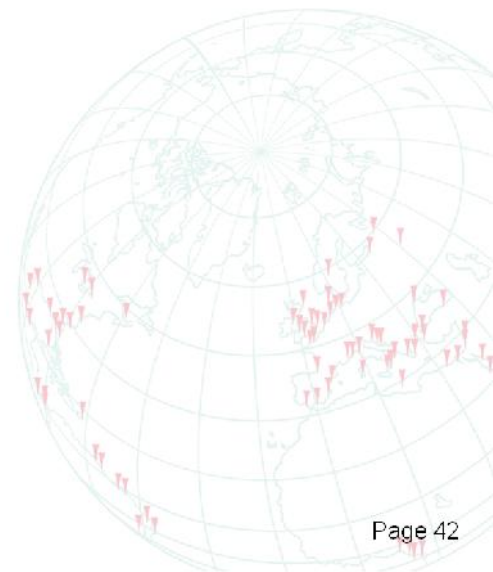
- Vessels arriving from COVID affected countries are issued Limited Free Pratique.
- PORT BLAIR being a Union Territory, Local Administration and Defence permissions are mandatorily required. It takes around 10 working days, as these are granted from New Delhi.
- Agency appointment letter, Crew list, P&I, Maritime Declaration of Health, Ship Registry and Vessel particulars are required for applying permissions.



# Indian Ports – Crew Changes Not Allowed

Crew Change Not Permitted

Port Name	Status
Ratnagiri	Prohibited
Jaigad	Prohibited
Angre	Prohibited
Dabhol	Prohibited
Bankot	Prohibited
Sakhar	Prohibited
Revdanda	Prohibited
Karaikal	Prohibited
Dhamra	Prohibited
Navlakhi	Prohibited
Gopalpur	Prohibited





# THANK YOU



Contact us: [issindia.enquiries@iss-shipping.com](mailto:issindia.enquiries@iss-shipping.com)

All information provided within this document is based on information obtained locally at the relevant ports. This document serves as a guide, and we recommend that principals approach us directly with their queries for customized crew change solutions. While we endeavour to always give you UpToDate information, sudden changes in local and national policy do occur frequently, and ISS Shipping India Pvt Ltd is not liable for any and all consequential claims or costs incurred.

