

CIRCULAR NO. SHD/G/01052021

3 May 2021

Shipping Lines  
Master of Vessels

Cc MPA Port Master  
Singapore Shipping Association  
Singapore Association of Shippers and Services

## **ENHANCED SAFE MANAGEMENT MEASURES AT PSA SINGAPORE TERMINALS - CONTACTLESS (SEGREGATED) CARGO OPS**

1. This circular supersedes CIRCULAR NO. SHD/G/01042021 dated 30 Apr 2021 with effect from 3 May 2021 and updates the safe management measures for contactless (segregated) cargo ops.
2. PSA Singapore will be enhancing safe measures at all its terminals with immediate effect in view of heightened risk of the spread of COVID-19 infection.
3. **All vessels** berthing at PSA Singapore Terminals **must** conduct **contactless (segregated) cargo operations**. This means that during cargo operations, the vessel crew are to stay within the accommodation area of the vessel and to avoid contact with the stevedores working on board the vessels. The details of the procedures for this operation is as shown in the list below.
4. In addition, all crew are required to comply and adopt safe measures to prevent the spread of COVID-19 infection. Crew are to wear a mask at all times when outside the vessel's accommodation, continue to practice good personal hygiene, maintain a safe distance of 2 metres from the stevedores, and minimise any contact with shore-based personnel.
5. By observing these enhanced Safe Management Measures, we hope to safeguard the health and safety of the vessel's crew and our workforce.
6. Please inform the Master of vessels at least 48 hours before the vessels arrive in Singapore waters of this requirement.
7. Please continue with the Maritime declaration of health as this form part of the measures to prevent the spread of Coronavirus Disease 2019 (COVID-19) into Singapore. Please refer to MPA Port Marine Circular No.16 of 2020.
8. You may contact the respective Terminal Managers directly for further guidance.

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S/N	SAFE MANAGEMENT MEASURES FOR VESSEL CREW	REMARKS
1	<p>All crew members to remain in their own accommodation except for the following reasons:</p> <ul style="list-style-type: none"> <li>- On ISPS requirements for vessel</li> <li>- Other essential services e.g. hatchcover cleat locking/unlocking</li> </ul>	<p>Crew members to strictly avoid contact with any shore personnel.</p> <p>Crew are to wear mask at all times.</p>
2	<p>Ship crew to don on Personal Protective Equipment before vessel enter Singapore waters</p>	<p>PPE such as face mask and hand gloves.</p>
3	<p>Ship crew can check the lashing of containers only after the bay has been completed.</p> <p>Masks to be put on at all times.</p>	<p>Ship crew and PSA stevedores to avoid contact at all times.</p> <p>Ship crew movements only restricted to sea-side, no contact with any PSA stevedores.</p>
4	<p>Ship crew to set up gangway safety net and sterilize gangway areas before berthing.</p>	<p>Upon vessel fully berthed, ship crew will lower the gangway and PSA stevedores will pull it to the wharf side.</p>
5	<p>During cargo ops, ship crew duty officers will be monitoring from bridge if possible.</p> <p>Alternatively, schedule timing to conduct checks and avoid contact with non-vessel crew.</p>	<p>Communication via radio equipment or other forms of communication devices as supplied by PSA.</p> <p>Ship crew movements only restricted to sea-side, no contact with any PSA stevedores.</p>
6	<p>When vessel is alongside, ship crew will be required to attend to mooring ropes every 4hours and each check limited to 20mins or as and when required but will need to give sufficient prior notice to PSA.</p> <p>Once done, ship crew will return back to ship accommodation.</p>	<p>Ship crew movements only restricted to sea-side, no contact with any PSA stevedores.</p> <p>Communication via radio equipment or other forms of communication devices to ensure no physical contact with PSA stevedores.</p>
7	<p>Before ship crew come on deck to tend for moorings and to unlock hatch cleats, ship crew have to inform PSA stevedores to keep clear from area before ship crew comes on deck.</p> <p>Hatch cover should only be unlocked after last container on the hatch has been cleared to avoid risk of hatch cover being lifted together with container.</p>	<p>Communication via radio equipment or other communication device as supplied by PSA.</p> <p>Ship crew will only move along seaside and PSA stevedores can only move on shore-side to avoid any physical contact.</p> <p>PSA stevedores can return to the bay to provide guidance to quay crane operator to open/close the hatch cover once ship crew has locked/unlocked the cleats and stay clear from the bay - communication will done via radio equipment or communication device.</p> <p>Hatch cover cleats to be unlocked/locked by ship crew - PSA stevedores will stay clear at least 8 bays apart during this process.</p>
8	<p>Plugging and unplugging of reefer container can be done by PSA or Ship crew personnel with masks and gloves on, and to don proper PPE.</p> <p>No contact between PSA staff and vessel crew allowed.</p>	<p>Ship crew movements only restricted to sea-side, no contact with any PSA stevedores.</p> <p>PSA personnel movements only restricted to shore-side.</p>

S/N	SAFE MANAGEMENT MEASURES FOR SHORE-BASED PERSONNEL	REMARKS
1	PSA pilot to don on PPE upon boarding vessel - piloting vessel to PSA berth	PSA Pilot will remain a safe distance of 2 meters from Ship crew & minimum manning on bridge.
2	Only essential services shore-based personnel are allowed onboard vessel to perform required jobs, including safety and health related activities e.g. emergency exceptions and repair of reefer malfunctions	Shore-based personnel who board vessels are not allowed to use ship toilet and no drinking/eating of ship water/food.  PSA stevedores will only board vessel for container lashing activities and guidance of quay crane operations. Upon completion, immediate disembarking is required.
3	Essential services shore-based personnel to don on PPE and to ensure personal hygiene when working onboard.	PPE such as face mask and hand gloves must be worn prior to boarding.  Upon end of shift, PPE shall be immediately disposed.
4	PSA stevedores movements are only restricted to their working areas. They are not allowed to enter ship accommodation	PSA stevedore movements only restricted to shore-side.
5	Provision and supplies can be done concurrently with container terminal operations provided it does not disrupt terminal operations.  During this period, it has to be done contactless where there will be no contact between ship crew and ship suppliers.  No crowding of vessel crew, and crew are to return to vessel accommodation after lifting operations are completed.  All items that lift up to vessel can be taken back - including safety nets, ropes and pallet. However, all items taken back must be sanitised by the ship suppliers.	Provide contactless means of document endorsement. if not feasible, place document on the gangway for vessel crew to pick up.
6	Plugging and unplugging of reefer container can be done by PSA or Ship crew personnel with masks and gloves on, and to don proper PPE.  No contact between PSA staff and vessel crew allowed.	Ship crew movements only restricted to sea-side, no contact with any PSA stevedores.  PSA personnel movements only restricted to shore-side.
7	Only essential PSA stevedores are allowed to remain on the ship once the unlash / lashing of containers are completed.	PSA stevedores to be deployed accordingly.  PSA stevedores will perform unlocking of container from tier 86-92 from container top via spreader ride from wharf.  Upon completion, PSA stevedores will take spreader ride from container top to wharf.
8	All documents will be sent via email, there will zero contact of hardcopy documents.	All endorsement of documents will be via email only.  if not feasible, place document on the gangway for vessel crew to pick up.

9	Shipping lines or terminals will provide communication equipment to communicate with vessel crew.	Foreman/Supervisor will ensure that disinfection of communication equipment is being carried out
10	<p><b>Essential activities, e.g. bunkering operations or crew change, with SMM put in place by MPA are allowed.</b></p> <p>All personnel including vessel crew are to put on masks and adhere to at least 2m safe distancing.</p>	<p>All endorsement of documents will be via email only.</p> <p>No contact between ship crew and shore-based personnel.</p> <p>For crew change requirements, do comply with MPA's requirements in their website.  <a href="http://www.mpa.gov.sg/web/portal/home/port-of-singapore/circulars-and-notices/detail/b8333c2f-7f87-4b17-b936-28d99380b97c">http://www.mpa.gov.sg/web/portal/home/port-of-singapore/circulars-and-notices/detail/b8333c2f-7f87-4b17-b936-28d99380b97c</a></p>