

VISAKHAPATNAM PORT TRUST  
TRAFFIC DEPARTMENT

No.ITRA/SHP/FCoVID-19

Dt.31.03.2020

TRADE CIRCULAR No. 1245

Sub: **Checklist for compliance to DG Shipping Order No. 04 of 2020 dated 20.03.2020 & subsequent addendum No. 1 dated 21.03.2020 in connection with prevention of spread of Corona Virus from ships calling at Visakhapatnam Port Trust.**

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With a view to comply with the directions of Directorate General of Shipping, Mumbai on the aforesaid subject matter, it has been made mandatory for the Master of the ships calling at Visakhapatnam Port to furnish a declaration/check list with regard to its voyage & crew as per the enclosed format. Such declaration is required to be furnished duly counter signed by the vessel's Agent on first arrival of the ship to the Port.

The Agent/Master upon obtaining filling up of the checklist in totality will produce the same to the Dock Pilot upon his boarding on the vessel for inward movement. Subsequently, the Dock Pilot will only undertake inward movement of the ship upon receipt of the declaration, duly endorsed by the Ship's Agent. A copy of the checklist is enclosed for ready reference please.

The above will be effected immediately for all inward vessels calling at VPT.

This has approval of Chairman/VPT

Encl: As stated

  
for **TRAFFIC MANAGER**  
P. HALDAR  
Dy. Traffic Manager  
Traffic Department  
Visakhapatnam Port Trust

Approving Authority: Chairman vide endorsement dated 26-03-2020 in e-office file No. E-21064

Copy to the President, Visakhapatnam Stevedores Association / Visakhapatnam Steamship Association / Visakhapatnam C&F Agents Association, for information please.

Copy to All BOT/PPP Terminals.

Copy to Port Health Officer, Visakhapatnam Unit, for information please.

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Copy to P.S. to Chairman, for favour of information of Chairman

Copy to P.A. to Dy. Chairman, for favour of information of Dy. Chairman

Copy to Deputy Conservator, for information please with a request to make necessary arrangement for compliance of the DG Shipping Order as aforesaid.

Copy to CME / Secretary, VPT, for information please

Copy to Joint Director, for information with a request to upload the Circular in VPT Website

Copy to Sr. Dy. Traffic Manager / Sr. ATM(S) / ATM(S), for information

Copy to Dock Inspectors. for information and necessary action

**Check List for compliance of DG Shipping Order No. 04 of 2020 dated 20<sup>th</sup> March 2020 in relation to corona virus prevention for ships calling at Visakhapatnam seaport.**

1. Confirmed that, before arrival at its first port of call in India, has ascertained the state of health of each person on board the vessel and submitted the Maritime Declaration of Health (as per Annex 8, IHO 2005 format) to the concerned health authorities of the port and to the port authorities.
2. Confirmed that the Maritime Declaration of Health has been forwarded at least 72 hours prior arrival of the vessel. If the voyage duration from last port of departure is less than 72 hours, the Maritime Declaration of Health shall be informed to the port immediately on departure from the port.
3. Confirmed additionally that, the information required by the local health authorities of the port like temperature chart, individual health declaration etc. shall also be provided by the master as per the directives of the local health authorities of the port.
4. Confirmed that the master of the vessel has ascertained that if any person on board the vessel is exhibiting symptoms of COVID-19, the same shall be explicitly mentioned in the Maritime Declaration of Health being forwarded to the health authorities and to the port. If the maritime declaration of health given by the master is found to be incorrect and not reflecting the factual conditions of health of persons on board the vessel, the master is liable to be prosecuted as per applicable laws.
5. Confirmed that in case of any suspected person on board the vessel, the master to ensure that the suspected person is isolated in the ship's hospital, or other suitable location on the vessel. All other persons who may have come in contact with the suspected person have also been isolated at appropriate locations as decided by the master.
6. Confirmed that master has ensured that all instructions issued by the Ministry of Health and Family Welfare, Govt. of India, as well as the guidance issued on dealing with COVID-19 matters by World Health Organization (WHO), International Maritime Organization (IMO) and other applicable trade bodies are complied with at all times.
7. Vessels having persons suspected of COVID-19 will necessarily be required to be monitored by the health authorities and put in quarantine, if necessary. Samples from the suspected person will be taken and tested as per the instructions of the health authorities. If the samples are tested positive, the vessel will remain in quarantine and the infected person(s) will be dealt with as per the procedures laid down by MoHFW, Govt. of India. Vessels with infected person shall also be sanitized as per the extant protocols for dealing with COVID-19 pandemic.
8. Master of the vessel shall reconfirm to the pilot that all persons on board the vessel are healthy and there are no suspected cases of persons infected by COVID-19 on board the vessel.



9. Master of the vessel shall also ensure that all the areas through which the pilot is likely to pass are appropriately disinfected and sanitized as per the required protocol and shall further confirm about the same to the pilot before the pilot boards the vessel.
10. All ships personnel who are likely to interact with the pilot should be wearing appropriate Personal Protective Equipment (PPE). In addition, the bridge team shall be wearing appropriate PPE at all times while the pilot is on the vessel
11. For vessels arriving from infected countries within a period of 14 days, it is to be ensured by the Port authorities that the following additional measures under Annex – I of above DGS Order are strictly complied with after conditional pratique is granted for berthing:
- Mooring Ropes and pilot ladders to be sanitized
  - Pilot shall be provided full body protection suit
  - Mooring boat and mooring gang to be provided with adequate PPE, if applicable
  - Gangway to be kept in raised condition at all times.
  - No person to be permitted on board without specific permission from port authorities.
  - All personnel boarding the vessel for cargo operations shall wear full body protection suit. Also the used PPE shall be disposed off as per the appropriate protocols
  - Vessel staff assisting in cargo operations to also wear full body protection suit and maintain safe distance of at least 6 feet
  - Vessel to sanitize and disinfect after the completion of cargo operations
  - Sanitizers /disinfectants are made available at gangway for shore staff.
  - In addition, Guidelines as per Annex II of the above DGS Order are strictly adhered to by all Stakeholders involved in shore interaction with the ship.

I confirm the understanding and compliance of the above.

Remarks :

Signature and Stamp

Signature and Stamp

Signature and Stamp

Master of vessel

Port Authority

Shipping Agent

Name of Vessel

Last Port of Departure:

Date of Departure: