



Jurong Port

No.27 of 2022

01 April 2022

**REQUIREMENTS FOR VESSELS VISITING JP MAIN PORT AND TERMINALS  
AND RESUMPTION OF SHORE LEAVE FOR CREW**

This Circular will supersede the following:

MPA's Port Marine Circular (PMC) No. 4 of 2022 dated 15 March 2022

Dear All,

1. This circular is to be read in conjunction with:
  - a. MPA's Port Marine Circular (PMC) No. 5 of 2022 dated 28 March 2022
  - b. MPA's Port Marine Circular (PMC) No. 7 of 2022 dated 31 March 2022

**Revised Requirements for Vessels Visiting JP Main Port and Terminals**

2. Owners, Agents and Masters of vessels visiting JP Main Port and Terminals are strongly encouraged to carry out operations (e.g. cargo operations, bunkering, ship's supplies and stores and other marine services) in a contactless manner or contactless with segregation protocol. Please refer to ANNEX A for details on contactless operations and contactless operations with segregation protocols.
3. Owners, Agents and Masters of vessels in JP Main Port and Terminals must establish and apply procedures and adequate controls to ensure the safety of shore-based personnel and the vessel's crew. Please refer to ANNEX B for the requirements for shore-based personnel boarding vessels within JP Main Port and Terminals.
4. Failure to comply with the requirements may result in a breach of the Maritime and Port Authority of Singapore (Port) Regulations or the COVID-19 (Temporary Measures) (Control Order) Regulations 2020.

**RELY ON US**

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**Shore Leave for Crew Working Onboard Vessels in JP Main Port**

5. With effect from 1 April 2022, fully vaccinated<sup>1</sup> ships' crew visiting JP Main Port will be granted shore leave.
6. Fully vaccinated<sup>1</sup> ships' crew who wish to go ashore shall have the following documents ready for verification by the Immigration and Checkpoints Authority (ICA) officer at the Jurong Port Main Gate Crew Clearance Office:
  - a. Certificate of negative Antigen Rapid Test (ART) supervise by [approved licensed providers in Singapore](#) taken within two days<sup>2</sup> before disembarking the vessel;
  - b. Valid overseas/Singapore vaccination certificate;
  - c. Valid Passport;
  - d. SGAC/e-HDC<sup>3</sup>; and
  - e. Valid Visa (if applicable)
7. For vessel crew who are intending to visit any facilities within the main port i.e. canteen and/ or The Mission to Seafarers Club House, requirement 6(a) will be applicable.
8. Respective Masters of all vessels calling into JP are required to acknowledge this circular with the vessel's seal and submit the acknowledgment at least 24hrs prior to arrival in JP. Submission must be made to both [jpberthing@jp.com.sg](mailto:jpberthing@jp.com.sg) and [jpfss@jp.com.sg](mailto:jpfss@jp.com.sg)

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<sup>1</sup> An individual is considered fully vaccinated two weeks after he or she has received two doses of Pfizer-BioNTech/ Comirnaty, Moderna, or any vaccines in the World Health Organisation's Emergency Use Listing such as Sinovac-CoronaVac, Sinopharm, and AstraZeneca. From 14 Feb 2022 onwards, an individual is considered fully vaccinated if a booster dose has been received no more than 270 days after the last dose.

<sup>2</sup> For example, if the ART is taken on 1 March 2022, it will be valid up to 3 March 2022, 2359 hours.

<sup>3</sup> To be submitted online at least three days before disembarking the vessel

**Shore Leave for Harbour Craft Work Permit Crew Onboard Harbour Craft Licensed Vessels**

9. With effect from 1 April 2022, additional licensing conditions in harbour craft license imposed since 3 March 2022 have been removed and will no longer be applicable.
10. For Harbour Craft Work Permit Crew intending to disembark for Shore Leave, the following ICA's conditions are to be met:
  - a. For non-NTL Work Permit Crew disembarking within JP Terminals:
    - i. Present valid overseas/Singapore vaccination certificate;
    - ii. Valid work pass;
    - iii. Able to prove that crew is working onboard harbour craft and will not leave the port (if requested by ICA).
  - b. For NTL Work Permit Crew disembarking through ICA gazetted piers<sup>4</sup>:
    - i. Agent/Master must submit vessel and crew details via email to ICA PCS, three days before crew disembarkation. The crew must report to one of the ICA checkpoints (MSP/WCP/Crew office) within 14 days from date of email.
    - ii. Harbour craft work permit crew must submit SGAC/e-HDC, 3 days before disembarking the vessel;
    - iii. Harbour craft work permit crew must present certificate of negative Antigen Rapid Test (ART) supervised by [approved licensed providers in Singapore](#) taken within two days before disembarking the vessel;
    - iv. Valid overseas/Singapore vaccination certificate;
    - v. Valid work pass;
    - vi. SGAC/e-HDC, and
    - vii. Valid visa (if applicable).
11. In addition, the above-mentioned ART for NTL harbour craft work permit crew will not be required for any subsequent disembarkation carried out before the next departure of the harbour craft from port and can disembark directly from waterfront facility (if applicable).

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<sup>4</sup> Gazetted landing places such as Marina South Pier, West Coast Pier, Jurong Fishery Port, Tuas Mega Port or designated Port gates. The 4 designated Ports Gates for crew clearance are Keppel entrance Crew Clearance Office (at Keppel Free Trade Zone), Pasir Panjang Crew Clearance Office (at Pasir Panjang Free Trade Zone), Sembawang Gate (at Sembawang Free Trade Zone) and Jurong Port Main Gate Crew Clearance Office (at Jurong Free Trade Zone)



Jurong Port

12. Shore leave may be declined by the immigration officer at the checkpoints if any of the above-mentioned documents are not produced by the ship crew to support his intention to disembark.
13. Together, we can all do our part to ensure that our workplace is safe and secure for the continuation of business operations.
14. Should you have any concerns or queries, please contact JP's WSH Approval team at [jpfss@jp.com.sg](mailto:jpfss@jp.com.sg) or our Customer Service at [jpcss@jp.com.sg](mailto:jpcss@jp.com.sg) / 6413 9600.
15. Thank you and stay safe.

Woo Chee Seng  
Assistant Vice President  
Head, Workplace Safety and Health  
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## **ANNEX A**

### **Contactless operations and contactless operations with segregation protocol**

1. Owners, agents and masters of vessels are strongly encouraged to conduct all port operations (e.g. cargo operations, bunkering, ship's supplies and stores, and other marine services) are carried out contactless or contactless with segregation protocol.

#### **Contactless Operations**

2. In circumstance where a contactless operation is required, no person is to board the visiting vessel except MPA-licensed harbour pilots, authorised government officers, and persons approved by the Port Master.
3. Parties involved in a contactless operation must minimally ensure the following:
  - a) Communicate and/or send documents by telephone text message or email.
  - b) If items must be transferred from one vessel to another (e.g. securing of mooring, ship supplies; certain documents like bunker delivery note etc), disinfect these items and equipment thoroughly before and after the transfer.
4. For transferring of supplies, the owner, master and/or agent of visiting vessels and the services provider involved must ensure the following:
  - a) The supply boat's crew must not board the visiting vessel;
  - b) Disinfect equipment used for the transfer of supplies thoroughly before and after the transfer; and
  - c) Communicate and/or send documents by telephone text message or email.

#### **Contactless Operations with Segregation Protocol**

5. If it is necessary for shore-based personnel to board the vessel, segregation protocol should be in place to minimise interactions between the vessel's crew and shore-based personnel. Examples of contactless operations with segregation protocols are bunkering, cargo operations and tank cleaning. Owners, agents and masters of vessels are required to work with the destination terminals to agree on the segregation protocol before the operations commence.
6. Parties involved in a contactless operation with segregation protocol should ensure the following:
  - a) Communicate and/or send documents by telephone text or email.
  - b) If items are to be transferred from one vessel to another (e.g. securing of mooring, ship supplies etc), disinfect the items and equipment used for the transfer, before and after the transfer;

- c) Vessel's crew to remain in crew accommodation except to keep gangway watch or to carry out essential activities such as tending to mooring ropes;
  - d) If vessel's crew are required to go on deck, their movements are to be restricted to the seaward side of the deck; and
7. For bunkering operations, the owner, master or agent of visiting vessels and service providers involved must minimally ensure the following:
- a) Bunker barge crew must not board the visiting vessel;
  - b) Visiting vessel's crew must not board the bunker barge;
  - c) Communicate and/or send documents (e.g. bunker delivery note) by telephone text or email;
  - d) Visiting vessel's crew to connect the hose at the vessel's manifold; and
  - e) Bunker surveyor must not board the bunker barge.

**ANNEX B**

**Requirements for Shore-Based Personnel Boarding Vessels in JP Main Port and Terminals**

1. Shore-based personnel who has any specified symptom (coughing, sneezing, breathlessness, a runny nose, loss of sense of smell or anosmia) or is otherwise physically unwell are not allowed to go on board any vessel.
2. All shore-based personnel boarding vessels are to be fully vaccinated<sup>1</sup>. Non-fully vaccinated individuals (other than recovered individual<sup>5</sup> or medically ineligible individuals) will not be allowed to board any vessels in the port.
3. The shore-based personnel, owner, agent and master must comply with the measures listed below when any shore-based personnel are on board:
  - a) All crew members and shore-based personnel must wear appropriate personal protective equipment such as face mask when inside the enclosed areas of the vessel (e.g. accommodation space, enclosed wheelhouse/bridge, engine room, ship office, meeting room, cabin, saloon) unless the work activity requires that no mask be worn
  - b) Unwell crew members and/or passengers must be isolated onboard the vessel.
  - c) Shore-based personnel who are unwell must be denied access to the vessel.
  - d) Upon shore-based personnel disembarking the vessel, the vessel shall disinfect the areas that have been used and especially the frequently touched surfaces.
4. Employers of shore-based personnel are reminded to take note of all available health advisories and bring it to the attention of their employees. Employers are responsible to brief their employees on the COVID-19 requirements and measures, i.e. applicable requirements and measures before boarding and while onboard vessels in port.
5. Failure to comply with the requirements may result in a breach of the Maritime and Port Authority of Singapore (Port) Regulations or the COVID-19 (Temporary Measures) (Control Order) Regulations 2020.

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<sup>5</sup> Individuals who have recovered from COVID-19 but are not fully-vaccinated may board vessels in port if they receive at least 1 dose of mRNA vaccine or 2 doses of Sinovac at least three months after infection.