

# HARBOUR MASTER'S INSTRUCTION 04-2021 (Revised)

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HMI 04-2021

## COVID 19 Pandemic Management Process - Requirements for all vessels calling at the Fremantle Ports

**This Harbour Master's instruction supercedes HM 02-21 which has now been deleted.**

Compliance with these requirements is mandatory for all vessels calling at Fremantle Ports.  
**New additions / requirements have been highlighted in 'RED' text**

Fremantle Ports continues to engage and be guided by the Australian Border Force / Australian Department of Agriculture, Water and Environment / Australian Government Department of Health / WA Police recommendations while preparing these requirements.

The Australian Government – Department of Health, has issued two information bulletins specific to the marine industry:

- 1) Covid-19 information for marine pilots
- 2) Covid-19 information for the marine industry

The above information bulletins are frequently revised based on updated health guidance. Latest information is available on the website <https://www.health.gov.au>

According to the information bulletins, the following vessels are subject to COVID-19 requirements

- Vessels with crew who have left, or transited through, any country other than Australia (even if the crew have been at sea for more than 14 days).
- Vessels that have ill crew or passengers on board.
- Vessels that have suspected or confirmed cases of COVID-19 on board.

The Western Australian - Department of Health has also issued the below information bulletins for the maritime industry:

- 1) WA Department of Health - Frequently asked questions - For maritime workers
- 2) WA Department of Health - Infection prevention and control management of international maritime crew transfers and transits
- 3) WA Department of Health - Infection prevention and control management of international maritime crew medical transfers

The above information bulletins are revised based on updated health guidance. Latest information is available on the website <https://ww2.health.wa.gov.au>

Additionally, the Western Australia - State Emergency Coordinator has issues a suite of new Direction that came into effect on 2 July 2021. The suite of Directions includes

- <https://www.wa.gov.au/sites/default/files/2021-06/Maritime-Crew-Member-Directions.pdf>
- <https://www.wa.gov.au/sites/default/files/2021-06/Exposed-On-Board-Worker-Directions.pdf>
- <https://www.wa.gov.au/sites/default/files/2021-06/Rig-or-Platform-Crew-Member-Directions.pdf>
- <https://www.wa.gov.au/sites/default/files/2021-06/Transport-and-Accommodation-Services-Exposed-Maritime-Worker-Directions.pdf>

The latest Directions are available from the WA Government website: [www.wa.gov.au](http://www.wa.gov.au)

## Part 1: Pre-arrival requirements

- All vessels are required to comply with the mandatory Australian “Maritime Arrivals Reporting System” (MARS). This includes the Human Health section of the Pre-Arrival Report (PAR) and Human Health update, as applicable. It is a legal requirement for commercial vessels to report all crew who have been ill through the Maritime Arrivals Reporting System (MARS). These reports are dealt with by the Australian Department of Agriculture, Water and Environment (DAWE).
- All vessels are required to submit the following completed documents to Fremantle Ports through their respective Agents
  - COVID Declaration - ARRIVAL,
  - COVID Declaration Form - Crew change (if applicable) and
  - 48 Hour Notice of Arrival
  - Fremantle Ports - Crew List
  - The Biosecurity Status Document (BSD) as soon as received from DAWE, showing that Pratique has been granted. Vessels that are not granted 'Pratique' will not be permitted to berth, except under extraordinary conditions as approved by the Harbour Master's office.

Failure to confirm this with Fremantle Ports VTS prior arrival at the reporting line may result in delays or refusal to proceed to anchor or to a berth.

- Vessel Masters **MUST** report the health status of all crew and passengers to **Fremantle Ports VTS on VHF channel 12 prior to arrival at the reporting line**. Vessels are not to cross the reporting line before this process is completed.
- Vessels are required to maintain a log of crew temperatures taken twice daily for at least a period of 14 days prior arrival at Fremantle and, during the vessel's stay within Fremantle Ports limits. The temperature records are to be sent by the vessel, on a daily basis and directly to [COVID@fremantleports.com.au](mailto:COVID@fremantleports.com.au). The temperature logs are to be sent for the last 12 days at the time of submission of the 48 hour Notice of Arrival, and thereafter on a daily basis.

## Part 2: Pilotage - Before and during Pilotage requirements

- COVID Declaration - REMOVAL
- Not more than two (2) hours prior to pilot boarding time (POB), the vessel's health status **MUST** be reported to Fremantle Ports VTS on VHF channel 12.
- Not more than two (2) hours prior to pilot boarding time (POB), all surfaces that the marine pilot is likely to come in contact with during the pilotage passage, must be sanitised using hospital grade disinfectant solutions or equivalent that contain virucidal (virus killing) properties. Surfaces include:
  - ✓ Wheelhouse – Bridge front panel, all bridge equipment, chart table, pilot use table, radar, binoculars, VHF's etc. Sterilising wipes must be readily available in case re-sanitising is required during usage
  - ✓ All stairway hand rails, elevator, all door and door handles in passages that the pilot is likely to pass through from the main deck to the bridge (inside accommodation or external as applicable)
- Marine pilots will report their health status to the vessel via VHF prior to embarkation. On embarkation, the marine pilot shall be available for temperature checks, if required by the vessel's procedures.
- 'Social distancing' - at least 1.5 metres, must be maintained between vessel's crew and marine pilots are all times when receiving the pilot onboard, escorting to and from the bridge, during pilotage and during disembarkation. All crew are to wear the required PPE - protective surgical style face masks during these times. Hand hygiene requirements are to be complied with. Other PPE may be required for occupational safety and health reasons. When in an enclosed area, there should be a maximum of 1 person per 2 m<sup>2</sup>.
- Access from pilot boarding area to navigation bridge is to be preferably provided via external access areas. When elevators are used, a crew member must escort the marine pilot to the elevator and a crew member must be ready to receive the marine pilot at the uppermost deck. The marine pilot will ride alone in the elevator.
- The Bridge team must wear the required PPE at all times during the pilotage and maintain social distancing with the marine pilot including during the Master-Pilot exchange process. Used PPE must be disposed in isolated bins. Non-essential personnel must refrain from entering the bridge during the pilotage passage. Essential personnel entering the Bridge during pilotage, must comply with the recommended social distancing, hygiene and sanitary requirements.
- A hand sanitiser must be readily available for use by the marine pilots and Bridge team. Bridge toilets must be adequately equipped with liquid soap, warm water and paper towels.
- The navigation bridge is to be kept well ventilated. If weather conditions permit, this may be achieved by keeping the external doors open.

**In case of non-compliance with the above requirements, the vessel may not be permitted to proceed to berth and may result in delays to the vessel's departure schedule.**

### **Part 3: During work alongside berths**

- While undertaking vessel's functions at the port, all vessel crew **MUST** wear PPE (face mask) in addition to other **operational health and safety** related PPE, while performing these functions
- Vessel crew are to limit interactions with non-crew such as marine pilots, government officers and stevedores, port authority personnel, **mooring crews**, agents etc and maintain the recommended 'social distancing'. Non-essential crew should not interact with non-crew
- Vessel crew **MUST** wear PPE (surgical style face masks) in public spaces on-board the vessel when non-crew are on-board. They also need to wear a mask when performing any duties that may bring them close to non-crew on the dock (eg: checking the ship's draft and securing the vessel)
- The vessel's Master **MUST** report if any crew have fever (37.5°C or above), cough, sore throat, tiredness, shortness of breath, night sweats, chills, loss of smell or loss of taste to the quarantine authorities, through the vessel's agents.

### **Part 4: Prior departure - Additional requirements to Part 2**

- Information related to any crew change that has taken place during vessel's call at Fremantle.
- COVID Declaration - DEPARTURE



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Captain Savio Fernandes  
Harbour Master