

March 26 2020

COVID-19 Advanced Notice to Masters – Managing incoming vessels in Lyttelton Port in relation to COVID-19 (novel coronavirus).

Lyttelton Port Company (LPC) has announced their approach to managing incoming vessels to Lyttelton to ensure they understand the requirements and comply with pre-arrival reporting of ill travellers in relation to the COVID-19 (novel coronavirus) outbreak.

Effective immediately, Masters of vessels and ships agents are required to provide LPC and Canterbury District Health Board with the following information using this form prior to embarking a Pilot or if the health status of anyone on board changes via pilot@lpc.co.nz AND cphoncall@cdhb.health.nz.

Lyttelton Pre-Arrival COVID-19 Declaration Form

To be completed and submitted to Lyttelton Port by the master of the vessel arriving at Lyttelton:

Name of Ship/Vessel:	<input type="text"/>
Masters Name:	<input type="text"/>
Registration/IMO N°	<input type="text"/> Date of visit: <input type="text"/>
Arriving From:	<input type="text"/>
Sailing to:	<input type="text"/>

Please answer the following questions with a ‘Yes’ or ‘No’ in the space provided:

Please list the Ports your ship/vessel has left, or transited through, within the past 14 days:

Ports visited in last 14 days

Has any of your ships/vessels crew or passengers left, or transited through, any ports/countries within the past 14 days in addition to the ports the ship/vessel has left or transited through?

No **Yes** If yes, please provide details:

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Have any ill persons (crew members or passengers) onboard your vessel shown any of the COVID-19 (novel coronavirus) symptoms within the past 14 days? (Symptoms include: fever associated with one or more of the following: appearing obviously unwell, persistent coughing, impaired breathing, persistent diarrhoea, persistent vomiting, skin rash, bruising or bleeding without previous injury, confusion of recent onset)

No **Yes** If yes, please provide details:

If yes, please provide information on the health management plan you have implemented.
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Have any persons (crew members or passengers) onboard your vessel been in close contact with someone who is a confirmed case of COVID-19 (novel coronavirus) within the past 14 days?

No **Yes** If yes, please provide details:

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Action by Lyttelton Port:

If the Master’s answer is **NO** to all of the above questions, Lyttelton Port will then inform all parties including the Harbour Master, Marine Pilots, Pilot Vessel Master, Tug Masters, Linesman and Stevedores of the **“All Clear”** declaration.

If the Master's answer is **YES** to any of the above questions, Lyttelton Port will make the appropriate notifications to the Canterbury District Health Board's Health Protection Officer for further advice. Any such ships will either be directed back to sea or proceed to anchor until assessed and cleared by appropriate Ministry of Health qualified personnel.

Lyttelton Port will then also inform all parties including Harbour Master, Marine Pilots, Pilot Vessel Master, Tug Masters, Linesman and Stevedores of the quarantine situation.

Precautionary Measures

Lyttelton Port urges the shipping community to take precautionary measures, as well as to remain vigilant and adopt good hygiene practices at all times. The master of the ship is recommended to implement the following additional precautionary measures:

- Ship crew or passengers who feel unwell, experience respiratory symptoms (e.g. cough, shortness of breath) or feel feverish, should inform the Master of the ship immediately. The Master of the ship should then contact his ship's agent and make the necessary arrangements to seek medical attention.
- All ill persons will be restricted on-board while the vessel is berthed in Lyttelton.
- Crew are only able to disembark to conduct essential vessel functions and crew must wear personal protective equipment while performing these functions.
- The restrictions above apply until 14 days has elapsed since the vessel or any person on board have travelled to or transited through any ports/countries affected by the outbreak COVID-19 (novel coronavirus).

I hereby declare that the particulars and answers to the questions given in this Declaration of Health (including the schedule) are true and correct to the best of my knowledge and belief.

Signed Master	Date
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Countersigned Ship's Doctor (if carried)	Date
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Note 1: Masters and Ships Agents must still identify any ill traveller or member of the crew as part of your pre-arrival declaration.

Note 2: Shipping Agents will be required to send the above notice to Masters of vessels 24 hours in advance of arrival to Lyttelton Port Pilotage area.

This pre-arrival declaration must be completed and submitted a minimum of 12 hours before arrival, with an update, if the health status of anyone on board changes by emailing pilot@lpc.co.nz AND cphoncall@cdhb.health.nz

Yours sincerely



Andrew Van der Bent
LPC Marine Manager