

**09 February 2022 - COVID19 Advance Notice from Masters of Incoming Vessels to LPC**



Masters of all ships wishing to enter Lyttelton Port are required to provide Lyttelton Port Company (LPC) and Community and Public Health with the critical health information detailed on this form (i) prior to embarking a Pilot, or (ii) if the health status of anyone on board changes.

**Note 1:** Masters and Ships Agents must still identify any ill travellers or members 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 no later than 12 hours in advance of arrival to Lyttelton Port Pilotage area.

The completed form is to be sent to [pilot@lpc.co.nz](mailto:pilot@lpc.co.nz) AND [cphoncall@cdhb.health.nz](mailto:cphoncall@cdhb.health.nz)

<b>Date of Completion:</b>	
<b>Name of Ship / Vessel:</b>	
<b>Master Name:</b>	
<b>Ship Registration / IMO#:</b>	
<b>Port Arriving From:</b>	
<b>Last Overseas Port Visited / Departure Date:</b>	
<b>Date / time of entry into NZ waters:</b>	
<b>Date of Arrival to Lyttelton:</b>	
<b>Next Port after Lyttelton:</b>	
<b>Contact email:</b>	

**QUESTION 1:** Please list the Ports your ship/vessel has left, or transited through, within the past 14 days:

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**QUESTION 2:** Have any crew joined the vessel within the past 14 days?

No	Yes	If yes, please provide details:

**QUESTION 3:** Has any person on board your vessel tested positive for COVID-19 or shown any of the following symptoms associated with COVID-19: cough, high temperature (at least 38°C), shortness of breath, a sore throat, sneezing and a runny nose, temporary loss of smell?

No	Yes	If yes, please provide details. Also provide information on the health management plan implemented:

**QUESTION 4:** Have any persons (crew members or passengers) on board your vessel been in close contact with someone who is a confirmed case of COVID-19 within the past 14 days?

No	Yes	If yes, please provide details:

**QUESTION 5:** Are any crew disembarking the vessel to enter New Zealand (e.g., crew transfers, medical treatment, shore leave)?

No	Yes	If yes, please provide details:

**Review by LPC and the Canterbury District Health Board**

- If the answer is NO to all the above questions, LPC 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 answer is YES to any of the above questions, LPC will make the appropriate notifications to the Canterbury District Health Board's Health Protection Officer for further advice. If deemed necessary, any such ships will either be directed back to sea or proceed to anchor until assessed and cleared by the Canterbury District Health Board.
- Once approvals are obtained from all other parties, LPC will make the final decision on accepting the vessel into LPC.

**QUESTION 6:** Master to confirm the following items will be complied with:

- Yes** No earlier than 60 minutes before Pilot on Board time, the Bridge is to be cleaned, and high touch surfaces throughout the ship that the Pilot will likely encounter are to be sanitised.
- Yes** Master to advise if any change in on-board health status prior to Pilot boarding. This applies to arrivals, shifts and departures.
- Yes** Master to ensure that only the navigational team required for effective BRM are on the bridge with the Pilot. All ships' staff are to stay at least 2 metres away from the Pilot at all times. One crew member only to escort the Pilot to/from the Bridge.
- Yes** Master to ensure that all staff within working proximity of the Pilot are wearing a safety mask and have sanitised their hands thoroughly and/or are wearing gloves prior to the Pilot boarding.
- Yes** Non-vaccinated crew members must always remain on the vessel while in port. Only exception is to leave the vessel for pre-arranged crew transfers.

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

- Ship crew or passengers who experience any of the symptoms listed in Question 3, 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 and notify Community and Public Health.
- Crew on vessels must isolate on board for 14 days (since previous international port or contact with the persons in isolation).
- To disembark the vessel (for reasons other than essential tasks) the crew must receive authorisation from a Medical Officer of Health or Health Protection Officer and meet low risk indicators (such as a negative COVID-19 test and asymptomatic in the previous 14 days).
- For more detailed information please read the 'Notice to Vessels' on the Marine Services section of LPC's website: <https://www.lpc.co.nz/our-services/marine/>
- Ship crew are to restrict interactions to LPC Foremen (those wearing yellow hardhats) - please do not approach anyone else.
- Ship crew are to always maintain 2m physical distancing from LPC staff. Crew, please use seaside of the vessel to walk or move around the vessel.

I hereby declare that we will take the precautionary measures noted above and the 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:
Countersigned Ship's Doctor (if carried):	Date: