



Port of Walvis Bay and Luderitz

20 Mar 2020

## **NOTICE TO AGENTS, SHIP OWNERS AND SHIP OPERATORS**

No.1 of 2020

### **PILOT EMBARKATION ADDITIONAL PROCEEDURES**

Following the outbreak of the coronavirus COVID-19, Namport developed and activated an Emergency and Disaster Management Committee (EDM) in accordance with Emergency Preparedness and Response Plan for the Port of Walvis Bay/Luderitz, has issued external and internal memorandums for the necessary steps to prevent the spread of the virus.

In support of those recommendations, the Namibian Maritime Pilots Association have prompted the following Pilot Embarkation Additional Procedure for the embarkation of pilots.

This Pilot Embarkation Additional Procedure applies to all vessels:

- (a) arriving from ports in a country in which confirmed case(s) of the coronavirus COVID-19 has been reported.
- (b) arriving from countries for which there is currently no virus alert, but which has a crew member on board who was in a country subject to a virus alert within 14 days prior to the date of proposed pilot embarkation;
- (c) highlighted by the local Port Health Authority, following the submission of a Maritime Declaration of Health (which is mandatory before embarkation of a pilot), as having reported a suspected COVID-19 case on board and/or having taken the precautionary measure of isolating a potentially affected crew member(s).

Responsibility for carrying out the following Pilot Embarkation Additional Procedure rests with the vessel's master assisted by the ship owner/operator and local ship agent as appropriate.

#### **Pilot Embarkation Special Procedure**

- All vessels must have submitted the required Maritime Declaration of Health to the local Port Health Authority ([porthhealthwalvisbay@gmail.com](mailto:porthhealthwalvisbay@gmail.com)).
- Where possible, one hour before the pilot embarkation time, nonessential



crew should remain clear of the designated route from the pilot embarkation point (either pilot ladder, accommodation ladder etc.) to the wheelhouse, especially where the route is within enclosed spaces.

- Immediately prior to pilot embarkation, all surfaces and equipment in the wheelhouse, or on the bridge wings, that the pilot may touch must be cleaned with a suitable cleaning solution.
- The wheelhouse, where possible, should remain well ventilated via the opening of external doors or windows.
- All crew at the embarkation point must wear a protective mask and rubber gloves/appropriate PPE.
- The crew member assigned to escort the pilot from the embarkation point to the wheelhouse must wear a protective mask and rubber gloves.
- Where possible, the route from the embarkation point to the wheelhouse should be via the open deck, as opposed to within enclosed spaces.
- The wheelhouse should be cleared of all crew not essential to the navigation of the vessel, and all crew member's present must wear a protective mask and rubber gloves.
- Unless necessary for the safety of the pilot (i.e. during the embarkation process), crew or vessel, the pilot and crew should remain at least 2m apart.
- Similar precautions must be taken during disembarkation of the pilot either ashore or to the pilot boat.

If any vessel is not able to comply with the requirements of this notice they are required to notify Port Control, this information can then be communicated to the pilot prior to his boarding the vessel.

Failure to comply with this notice may result in the piloting service being cancelled or your vessel berthing/departure delayed.