COVID -19 MARITIME ENTRY FORM

Ports of Auckland (POAL) Updated Entry Process

**NZ Government update – Auckland Region moves to Level 3 – midday 12th August 2020 to midnight Friday 14th August 2020.**

**Form to be completed by all international vessels and returned to   
POAL Harbour Control 12 to 24 hours prior to arrival.**

Ports of Auckland (POAL) will treat all vessels arriving into Auckland from outside New Zealand (including the Pacific Islands) as if they are “HIGH RISK”.

Please read the entry practices below and complete the form on page 2.

Entry Practices

**Interaction with POAL staff and other parties**

All POAL staff and other parties boarding vessels who are required to interact with ships’ crew will wear PPE (mask and gloves).

Any member of the ship’s crew working on deck or interacting with POAL staff or third-party stevedores, contractors or regulatory bodies are required to wear a face mask and gloves and maintain social distancing of at least 2 metres.

Ship crew are to restrict contact with POAL staff, stevedores, contractors or regulatory bodies to essential contact only and only communicate when both parties are wearing face masks and gloves.

**Shore leave – new process with effect from 12th August 2020, 12:00 Hours**

There will be **NO SHORE LEAVE** for ships’ crew in keeping with the Level 3 restrictions announced by NZ Government. Permission for shore leave may be granted for medical emergencies. This change in status is to align with the COVID-19 announcement made by NZ Government on 11-08-2020.

**Transport to and from vessels**

POAL will not provide transport for crew transfers, shore leave, crew medical appointments. Pedestrian access is still prohibited. Your agent will need to make arrangements for transport, if required.

If the vessel in port requires external services, maintenance or provedoring the contractor will be required to provide its own transport to the vessel, wear appropriate PPE and have completed its own risk assessment. Ports of Auckland will not provide transport to these contractors but will provide a transport escort where required.

POAL must be notified of any crew transfers 24 hours in advance.

Vessel Arrival Form

**NAME OF VESSEL: ETA/AKL:** (Date/Time in UTC)

**LAST PORT:**  **DEP. LAST PORT:** (Date/Time in UTC)

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| --- | --- |
| QUESTION | ANSWER (circle one) |
| Have you completed all pre-arrival notifications? | **Yes / No** |
| Has your vessel been granted Pratique? | **Yes / No** |
| Has your vessel been to any foreign countries/ports in the last 28 days prior to arrival?  If yes, please provide details of the last foreign port prior to arrival Auckland. | **Yes / No**  Port – Date/Time (UTC) |
| Have your crew been in any contact with personnel other than your ship’s crew since leaving last port? | **Yes / No**  If yes, please provide details |
| Do you have any crew or passengers on-board that are showing any symptoms (fever, cough, shortness of breath, sore throat, sneezing and running nose, temporary loss of smell) in the last 48 hours? | **Yes / No**  If yes, please provide detail below. Are these persons in isolation on board? |
| Do you have any crew or passengers on-board that require medical assistance while in Auckland?  Agents please ensure MOH guidelines are adhered to when transporting crew/passengers to and from vessels. | **Yes / No**  If yes, please provide details. |
| Are there planned crew transfers during your time in Auckland? | **Yes / No**  If yes, please complete the subsequent form – Crew Transfer Form (v1) |
| Further details (if needed): | |

|  |  |
| --- | --- |
| Signed by: |  |
| Vessel Master: | **Date:** |

Please send this form to [harbourcontrol@poal.co.nz](mailto:harbourcontrol@poal.co.nz)

If you have any questions on this process, please contact Ports of Auckland Harbour Control.