Entry Practices

**Interaction with POAL staff**

* All POAL Stevedores 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 and stevedores 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 Stevedores to essential contact only and only communicate when both parties are wearing face masks and gloves.

**Shore leave**

* Permitted for Coastal vessels only if all crew on board are healthy and not exhibiting any symptoms.

**Transport to and from vessels**

* POAL will provide transport for shore leave of Coastal crew only. Crew using the POAL security van MUST wear PPE. Pedestrian access is still prohibited. Your agent will need to make arrangements to transport crew for medical appointments, 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) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Question | Answer (circle one) |
| Have you completed all pre-arrival notifications? | **Yes / No** |
| 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 or taste) in the last 48 hours?  *Please note no shore leave will be permitted to the entire crew in case any member of the staff are showing symptoms.* | **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, contact Ports of Auckland Harbour Control.