To: All Port Operators

From: John Ghio, Deputy Captain of the Port

Date: 05 April 2020

Re: GPA Crew Change protocol as part of Measures during COVID-19 Pandemic

Dear All

In continuation of Port Circular No 8 of 2020 (dated 05th April 2020), please note that Crew changes will be allowed by Gibraltar Port Authority subject to compliance with the following measures:

**Disembarkation:**

- No OPL crewchanges allowed – vessel must be at anchor
- Vessel disembarking crew cannot depart Gibraltar until crew have boarded the aircraft
- In case of flight cancellation, crew to be returned to vessel – master to confirm acceptance of this in writing
- Disembarking crew to confirm free of any symptoms for past 14 days – vessel’s master to provide official declaration
- Agent to arrange special transport provisions – transportation from Port to Airport is to be using designated transport facilities, managed by HMGoG’s office for Civil Contingencies.
- Agent launch crew to avoid close contact with disembarking crew
- No Hotel stay allowed

**Embarking Crew:**

- No OPL crewchanges allowed – vessel must be at anchor
- Onsigners to be isolated in their hotel rooms for stay.
- Only designated hotel to be used here hotel stay is required. This hotel facility is being managed by HMGoG’s office for Civil Contingencies.
- Agent to arrange special transport provisions – transportation from Airport to Hotel and to Port is to be using designated transport facilities, managed by HMGoG’s office for Civil Contingencies.
- Agent launch crew to avoid close contact with embarking crew
Contact details for HMGoG's office for Civil Contingencies;

Email  brian.brooks@gibraltar.gov.gi

Thank you for your assistance in these exceptional times and, of course, if you have any queries please do not hesitate to contact me or one of my team as outlined above.

JOHN GHIO
DEPUTY CAPTAIN OF THE PORT