



## Conduct of port State control in Australia during the COVID-19 pandemic

Dear Master

This document sets out the Australian Maritime Safety Authority's (AMSA) measures which vessel owner and operators are required to implement on their vessels during the COVID-19 pandemic when AMSA surveyors or staff attend the vessel.

### Relevant resources

Navigation Act 2012

Australian Government Department of health—[health.gov.au](http://health.gov.au)

Home Affairs—[homeaffairs.gov.au/](http://homeaffairs.gov.au/)

AMSA website—[amsa.gov.au](http://amsa.gov.au)

### Background

AMSA's regulatory work helps in achieving our mission of 'safe and clean seas, saving lives'. To do this, we will continue to undertake port State control and other compliance activities when it is safe for our staff.

To do this, AMSA is putting the procedures set out below in place. These requirements will apply until AMSA notifies its stakeholders. This period will align with announcements by the Australian government about measures to prevent the spread of COVID-19.

These measures are being put in place to protect both the ship's crew and AMSA's port State control officers (PSCO). Your cooperation in this matter is critical.

Ships' agents are requested to send these requirements to the vessel's Master in time to ensure they can be applied for inspections.

### Pre-boarding requirements

- 1) The local AMSA office will request the following information and actions from the ship's Master before the vessel arrives in port. This will be through an email to the vessel's agent. The information must be provided by return email to the local AMSA office before the ship arrives.
  - a) Advise the names and dates of departure of the vessel's last five ports (including ports for stores replenishment or bunkering)
  - b) Has the vessel been involved in any crew changes in the past 14 days?
  - c) Do you intend to change crew at this port?
  - d) Are there any sick crew members on board?
- 2) Common access areas and furniture used for the inspection are to be wiped clean using disinfectant prior to boarding.
- 3) Non-essential crew to remain clear and maintain safe distance during vessel boarding.

### During an inspection

- 1) There is to be no physical contact between the PSCO and any individual on-board. Vessel crew are, so far as possible, to remain at least 1.5 metres from an AMSA PSCO.

- 2) AMSA PSCOs will be refraining from normal pleasantries such as handshakes or accepting beverages.
- 3) Inspection related meetings and activities should not take place in the Master's cabin unless there is sufficient space for four square metres per person. It is recommended that meetings be conducted in open rooms with ample space with minimum attendees. These include areas such as the bridge, control rooms or meeting places. Wherever possible, maintain this spacing in outside areas as well.
- 4) Master is to ensure that only essential crew are to accompany the PSCO during an inspection. All non-essential crew to remain well clear and maintain their distance during vessel inspection.
- 5) The undertaking of frequent cleaning and disinfectant activities is to be encouraged—not just for the inspection.
- 6) In the engine room maintain clear distance and use hand signs where audibility is low. Always maintain safe distance of at least 1.5 metres
- 7) AMSA PSCOs will not use on-board lifts at all.
- 8) Crew members must:
  - a. refrain from touching any of the port State control officer's equipment or PPE
  - b. practice good personal hygiene during inspections—no coughing, sneezing, spitting or smoking
  - c. wear clean PPE in good condition, so far as practicable.

**None of us want to contract COVID-19 and together  
we can prevent the COVID-19 from spreading**