



Quarantine Unit, Ministry of Health Sri Lanka

Title: <i>Standard Operating Procedure for Transportation of Seafarers/Maritime Security Officers</i>		
SOP No.: <i>PHS COVID-19 SOP-09</i>	Version : <i>04</i>	Effective Date: <i>26.03.2021</i>
Prepared by: <i>Quarantine Unit of Ministry of Health</i>		

**Standard Operating Procedure (SOP) for Transportation of
Seafarers/ Maritime Security Officers (Sea Marshals)**

Selection, Modification and Obtaining Approval for Vehicles

1. Only vans and buses are allowed to transport seafarers/ Maritime Security Officers (MSO).
2. The vehicles should be selected by the transport agent / vehicle operators considering average expected numbers of the seafarers/ sea marshals to be transported.
3. Transport of the seafarers/ MSO should be limited only for 50% of the seating capacity of the vehicle.
4. The driver compartment should be separated from the passenger compartment. Adequate space should be available for the baggage.
5. Details of the drivers and assistants including the residential address and contact details should be provided to the vehicle fleet database maintained at Colombo Port Health Office of Quarantine Unit, Ministry of Health (email: colomboportlk@gmail.com) and to Sri Lanka Navy/Sri Lanka Army. There should be a designated driver and a assistant for each vehicle and they should not be changed frequently. In case of a change, it should be notified to the above authorities.
6. Once the vehicle is ready, Sri Lanka Navy/Sri Lanka Army and Health Authorities of Quarantine Unit of Ministry of Health will inspect the vehicle and grant the approval. Only the approved vehicle is considered as a designated vehicle to transport a seafarer/ MSO and will be entered in to the said database.
7. Drivers and the assistants should work continuously for 14-30 days and they should stay segregated within the premises.
8. At the end of the working cycle should undergo quarantine in a separate premise maintained by the agency with separate rooms (maximum sharing by two members – driver and assistant



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of the same vehicle). Drivers and assistants of different vehicles should not be mixed and accommodated together in a single room. They should be strictly confined to the room. Meals should be supplied to the room. A Covid-19 PCR test should be done on completion of day 7 and if the test is negative can be sent home to complete the balance period out of 14 days as home quarantine. The PCR testing should be arranged through a Health Ministry approved private sector laboratory. They can return back to work after completing 14 days of quarantine including the period quarantined at the separate premises and at home if they are not febrile or did not have symptoms of COVID-19 .

9. If the driver / assistant is positive for Covid-19 PCR, the transport agent should inform the hotel management where hotel management shall inform area MOH and Port Health Officer (PHO) immediately for further management. Testing laboratory shall send all the results immediately to Epidemiology Unit (chepid@sltnet.lk, samithag@hotmail.com), Quarantine Unit (quarantinelk@gmail.com) and transport agent. If there is a positive result, testing laboratory shall immediately contact Dr. Samitha Ginige of Epidemiology Unit (0777664036) and give details immediately, followed by an email.
10. Accommodation for the drivers and the assistants should be provided at an isolation center in an area separated from the seafarer's/ MSO's accommodations.
11. If the divers and assistants have fever or other symptoms of COVID-19 they should be instructed to inform to the hotel management when in the hotel who in-turn shall inform the area MOH, and to the relevant area MOH/PHI when at home and to the transport agent. In such instances they should not report to work.

Transportation of the Seafarers/ Maritime Security Officers

1. Seafarers/ MSO should be transported only by an approved designated vehicle.
2. Drivers and assistants should wear face masks, coveralls / overalls, and other necessary Personal Protective Equipment (PPE).



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3. Seafarers / MSO should wear face masks, coveralls/overalls and other necessary PPE throughout the transportation period which should be provided by the agent.
4. Baggage should be sprayed with a disinfectant solution by the vehicle operator and should be carried by the seafarers/ MSO by themselves to the vehicle. If space is inadequate, baggage can be transported in another registered vehicle.
5. Seafarers/ MSOs should wash their hands/ apply alcoholic hand sanitizers before getting in to the vehicle. Further, their soles of the shoes should be sprayed with a disinfectant. However, any disinfectant should not be sprayed to body of the seafarer/ MSO.
6. The doors of the vehicle should be kept open until all seafarers/ MSO get in to the vehicle and should be closed by the assistant / driver.
7. Physical distance of at least one meter should be maintained when seating the seafarers / MSOs inside the vehicle.
8. It is advisable to keep the shutters open while travelling without using vehicle air-condition.
9. Drivers are not allowed to stop the vehicle while on the journey and no person should get down from the vehicle until the vehicle reaches the intended destination.
10. Transport agent should disinfect the vehicle paying special attention to floor, seats, and interior and to the door handles and knobs with a suitable disinfectant (Hypochlorite spray at 0.1% for non-corrosive areas and for corrosive areas 70% alcohol) after each journey. Equipment and required disinfectants should be provided by the transport agent.
11. Drivers should maintain a log indicating the details including, the respective agency of handling the disembarkation, dates and timing, route and the destination of the journey.
12. If barges / boats are used for crew transport, crew members of barges / boats and other persons travelling in the barges/boats to facilitate the crew change should wear recommended PPE (face mask, face shield/goggles, coverall/overall, disposable gloves, and head cover) and should take all precautions during the crew transfer process and the



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barges / boats should be disinfected after each embarkation/disembarkation under the supervision of the Sri Lanka Navy. The crew members should be registered with the PHO. The master of the barge / boat should maintain a log indicating the, name of the vessel, the agent involved and the names of the seafarers/ MSOs and other authorities transferred by the barge /boat.

13. If a disembarked seafarer / MSO who was transported in the barge / boat becomes positive, PHO should assess to identify the close contacts of the positive seafarer who travelled to facilitate the disembarkation and they should be mandatorily home quarantined for 14 days under the supervision of the area MOH where the crew member resides. List of the close contacts should be emailed to Epidemiology Unit (chepid@sltnet.lk, samithag@hotmail.com) by PHO. PHO should email the details of close contacts to the relevant area MOH where the close contacts reside. Should not use the public transport to transport the close contacts to their homes and should be transported in a separate vehicle arranged by the boat / barge operator. In instance where positive seafarer was transported, the barge/boat should be disinfected by the disinfection team of the Sri Lanka Navy.
14. Director Quarantine as the Proper Authority under the Quarantine and Prevention of Diseases Ordinance or any other Proper Authority in the ports and airports under the same ordinance have the powers to take judgmental decisions at any time for the best interest of prevention and control of diseases.
15. Any changes to this SOP will be published in the Quarantine Unit website as a new version.