



Quarantine Unit, Ministry of Health Sri Lanka

Title: Standard Operating Procedure for Disembarkation of Maritime Security Officers (Sea Marshals)

SOP No.: PHS COVID-19 SOP-13

Version :02

Effective Date: 26.03.2021

Prepared by: Quarantine Unit, Ministry of Health

Standard Operating Procedure for Disembarkation of Maritime Security Officers (Sea Marshals)

General conditions

1. At all times, agents and Maritime Security Officers (Sea Marshals) shall comply with health regulations, guidelines and policies in Sri Lanka.
2. This SOP is applicable for disembarkation of Foreign and Sri Lankan Maritime Security Officers (MSO) in seaports in Sri Lanka. Since the MSO exchange process is done under the direct supervision of Sri Lanka Navy, this Standard Operating Procedure (SOP) focuses only the health requirements in preventing COVID-19 disease condition.
3. All disembarkations should be considered as high risk events for COVID-19 and those who have possible contact with off signers should be in recommended Personal Protective Equipment (face mask, face shield/goggles, coverall/overall, gloves, boots and head cover) and precautions should be taken to prevent the disease spread.
4. All foreign nationals and Sri Lankans who intend to board to onward vessel should be sent directly to a designated Isolation Center (IC-a quarantine centre for Sea Marshals), operated under the control of security forces according to the SOP on 'Setting up and maintenance of isolation center' (PHS COVID-19 SOP-08).
5. Sri Lankans wish to return home should be sent to a quarantine center (QC) / quarantine hotel to undergo mandatory quarantine period as per the provisions of existing health protocols on quarantine (conditions on quarantine at quarantine hotels/centers for persons arriving by air will be applicable) of Ministry of Health.
6. Entire process should be under the strict monitoring of Sri Lanka Navy and transport should be done only by designated vehicles with naval escort.

Procedure

7. A request for a disembarkation should reach the relevant Port Health Office via email before 72 hours of Estimated Time of Arrival of the vessel. The request should include a copy of the



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passport, health declaration form (HDF) and the information related to the destination of the MSO (name of the IC or the QC). This availability of the slots in IC or QC should be confirmed by the agent after coordinating with the agency who operates the IC or QC and with Sri Lanka Navy.

8. The decision for granting health clearance for disembarkation will be taken case by case basis by the Port Health Officer (PHO) of Port Health Office. Considering the health risks, the PHO may accept or reject the request for disembarkation as per their judgmental decision.
9. The vessel of the disembarking MSO needs to obtain routine health clearance to berth the vessel or for operations at OPL/Anchorage.
10. PHO will grant health clearance for disembarkation referring to documents and the same information will be disseminated to relevant authorities including the area Medical Officer of Health (MOH), In charge officer of the IC, Sri Lanka Ports Authority, Department of Immigration and Emigration, Sri Lanka Customs and Sri Lanka Navy and to the agency which operates IC.
11. Once disembarked, MSO are sent to the IC/QC under the naval escort. All MSO should undergo Covid-19 PCR testing on Day one of arrival and agent shall liaise with a Health Ministry approved private sector laboratory to conduct the PCR testing. All foreign nationals and Sri Lankans who declared the willingness to onboard to onward vessels should be sent to a designated IC and Sri Lankans who are not willing to embark the onward vessel and would be going home should be sent to a quarantine centre / designated quarantine hotel for mandatory quarantine.
12. Each MSO should be kept in a single room in the IC/QC. If disembarked from the same vessel, maximum of two MSO can be accommodated in a single room. MSO planning to onboard to onward vessels shall remain in IC until the PCR test results are available.
13. Testing laboratory shall send all the results immediately to Epidemiology Unit (chepid@sltnet.lk, samithag@hotmail.com), Quarantine Unit (quarantinelk@gmail.com) and In charge officer of IC/QC. If there is a positive result, testing laboratory shall immediately



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contact Dr. Samitha Ginige of Epidemiology Unit (0777664036) and give details immediately, followed by an email.

14. A copy of PCR test results of all off-signers should be sent to the relevant port health office by the in charge of IC/QC.
15. MSO in IC with a negative PCR test result and who have declared their intention to onboard onward vessels can be released from the IC to directly board the vessel under naval escort.
16. Sri Lankan MSO who initially declared the intention to onboard to onward vessel, but subsequently decides to go home, shall be transferred to a quarantine centre / designated quarantine hotel for mandatory quarantine as per the existing health protocols on quarantine. The period of quarantine will start from the date of admission to the QC and not from the date of disembarkation.
17. MSO in the QC will not be permitted to onboard to onward vessel.
18. Routine guidelines of IC and QC are applicable for all disembarked MSO.
19. Sri Lankan MSO with positive PCR test results should be sent to a designated intermediate care centre/treatment centre for treatment by 1990 ambulance service. Foreign national MSO with positive PCR test results should be sent to Health Ministry approved intermediate care centre operated by private hospital and the shipping agent should arrange the admission. The event should be coordinated by the representatives of the medical team of Sri Lanka Navy/Army responsible for the IC/QC operations and should notify to area MOH, Epidemiology unit and Port Health Office.
20. Close contacts of the positive case should be managed according to the instructions given by the area MOH.
21. All information should be recorded and updated in a general database maintained by the agency which operates the IC. The data base should be accessible online to all relevant authorities.
22. It is necessary to refer to the SOPs on “Setting up and maintenance of isolation centers for seafarers (PHS COVID-19 SOP-08)” and “Transportation of seafarers (PHS COVID-19 SOP-09)” along with this SOP.



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23. Although this SOP is applicable for routine events, Director /Quarantine as the Proper Authority under the Quarantine and Prevention of Diseases Ordinance or any other Proper Authority in the port under the same ordinance has the powers to take judgmental decisions at any time for the best interest on prevention and control of diseases.
24. Any changes to this SOP will be published in the website of Quarantine Unit as the next version.