

#### Adani Petronet (Dahej) Port Pvt. Ltd.

At. & Post: Lakhigam, Tal: Vagra, Via: Dahej.
Dist: Bharuch: 392 130,

Gujarat, India

Trade notice: AP(D)PPL/05/2020

Date: 28th April 2020

To, Shipping Agents, Dahej.

### <u>Trade Notice No. 5: Crew Change Procedure for Indian Seafarers at AP(D)PPL</u>

In pursuant to DGS Order 12 of 2020 dated 22<sup>ND</sup> of April 2020, GMB guidelines on crew change of Indian seafarers and government guidelines following is the SOP for crew changes at AP(D)PPL.

- 1. Seafarer to be cleared by PHO for sign off.
- 2. Seafarer to be cleared by immigration for sign off.
- 3. Seafarer to be taken to the nearest test center for COVID-19 test. A prior confirmation from the test center is to be obtained.
- 4. After COVID-19 test, seafarer to be taken to the designated quarantine area nominated by the test center. A prior approval is to be obtained from the test center.
- 5. Action to be taken after test result as per DGS guidelines and government body requirements.
- 6. Shipping agency to arrange for COVID-19 test, quarantine compliances, logistic support, mobilization of resources/services and government clearances.
- 7. A prior intimation to be provided to the port control.
- 8. DGS order 12 of 2020 dated 22<sup>nd</sup> Apr 2020 to be complied for sign on of crew.

This circular is applicable for crew change of Indian nationality.

Enclosed: DGS Order no. 12 of 2020 dated 22.04.2020.

GMG circular

For, Adani Petronet (Dahej) Port Pvt. Ltd Capt. Pankaj Kumar Sinha

HOD - Marine Services and Stevedoring, Adani Petronet (Dahej) Port Pvt. Ltd.,

Cc: COO desk

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	HOSPITAL SUPERINTENDENT	CONTACT DETAILS	FOR COVID 19	
SN	Name of Hospital District Wise	Superintendent	Conact Nnumber	landlin Number
1	State designated Hospital	dr gh rathod	9428016850	079 22683721
2	SSG HOSPITAL VADODARA	Dr Deveshwar	9427322493	0265-2424848- 201
3	GG HOSPITAL JAMNAGAR	Dr. Nandini Bahri	9978918702	
4	GMERS GENERAL HOSPITAL HIMMATNAGAR(ARVALLI)	Dr. Mayur Gandhi	9898061330	02772 290 260
5	GENERAL HOSPITAL VYARA,TAPI	Dr. Naitik Chaudhari	9638650000	02626-220053
6	GENERAL HOSPITAL RAJPIPLA,NARMADA	Dr. Jyoti A. Gupta	7567867268	02640-220030
7	DISTRICT HOSPITAL MAHISAGAR	i/c dr nita shah	9824522344	
8	GMERS GENERAL HOSPITAL HIMMATNAGAR(SABARKANTHA)	Dr. Mayur Gandhi	9898061330	02772 290 260
9	GENERAL HOSPITAL BHARUCH	Dr.J.D.Parmar	9106540084	
10	General hospital chhotaudepur	dr yogesh parmar	7567866220	
11	GMERS GENERAL HOSPITAL GANDHINAGAR	Dr. Niyati Lakhani	9978405056	079-23221931
12	General Hospital, C.U. Shah Medical College,SURENDRANAGAR	dr dharmendra gadhvi	9879162555	
13	GENERAL HOSPITAL JAMKHAMBHALIYA, DEVBHUMI DWARKA	Dr. Harish Mattani	9825380576	02833-234704
14	ZYDUS MEDICAL COLLAGE HOSPITAL,DAHOD,	Dr Mahendra Damor	9537165070	
15	Civil Hospital Nadiad,KHEDA	Dr. Trupti Shah	9099932003	0268-2529074
16	PDU HOSPITAL RAJKOT	Dr.Manish Mehta	9825935465	0281-2471118
17	GENERAL HOSPITAL PALANPUR	DR BHARAT MISTRI	6351625551	
18	G K GENERAL HOSPITAL BHUJ,KUTCH,	dr nagajan bhadarka	9825292331	
19	Bhavsinhji General Hospital, PORBANDAR	Dr. D.M. Thakor	9099079125	0286-2242910
20	DISTRICT HOSPITAL GODHRA,PANCH MAHAL	dr mayuri shah i/c	8980045302	
21	NEW CIVIL HOSPITAL SURAT	Dr.Priti Kapadiya	9825858940	0261-2208337
22	MGG General Hospital Navsari	Dr Rupal Jeswani	9898054257	02637-250389
23	GENERAL HOSPITAL AMRELI	Dr. S. M. Mehta (SupShantaba Gen.Hosp.Amreli,	9099940740	02792-222587
24	GENERAL HOSPITAL PETLAD	DR. G. D. PATEL	8980803989	02697-224645
25	SUB DISTRICT HOSPITAL VERAVAL	Dr.Ram Balu	9033869836	
26	SIR T HOSPITAL BHAVNAGAR	Dr. Vikas Sinha	9879579193	0278-2423250/ 0278- 2510455
27	DISTRICT HOSPITAL MORBI	Dr. P. K. Dudhrejiya i/c CDMO	7567876154	2822224491
28	GMERS MEDICAL COLLAGE DHARPUR	dr hitesh gosai	9878018061	
29	GMERS General Hospital Junagadh	Dr.Bagda	95581 88068	
30	Civil Hospital Ahwa,DANG	Dr.Rasmikant Konkani	9879036627	02631-221500
31	CIVIL HOSPITAL AHMEDABAD	dr gh rathod	9428016850	079 22683721
32	GMERS MEDICAL COLLAGE VALSAD	Dr. B R Makawana	9978905371	02632-251046,254063
33	DISTRICT HOSPITAL BOTAD	Dr. Alka Baldev	94094 68125	02849-251425
34	DISTRICT HOSPITAL MEHSANA	DR.H.N.PARMAR	9727737934	02762 297300

Sno	District/Corpo.	Name of Hospital	No of Isolation Beds Avaialble	City	State	Pt of Contact	Mobile no	Land Line	Email
1		Aashka Hospital	4	Gandhinagar	Gujarat	Dr. Dipak	7575007702	-	medi.admin@aashkahospitals.in
2	Gandhinagar	SMVS Hospital	2	Gandhinagar	Gujarat	-	-	079-232-00108	mrd@smvshospital.com
3		Goenka Hospital	4	Gandhinagar	Gujarat	-	8980002120	-	medicalsuperintendent@goenkahospital.org
4		Apollo Hospital	5	Gandhinagar	Gujarat		-	079 6670 1800	welfareofficer@apolloahd.com
5	Mehsana	Krishna Multyspeciality Hospital, Visnagar	2	Visnagar	Gujarat	Dr.Prakash S.Modi	9824072936 ,6355955980		
	Mensura	Shankuz Medi city,Mehsana	4	Mehsana	Gujarat	Dr.Dhwani Patel	8200906507		dhwanigj2@gmail.com
6	S.K.	Hope Health Care	10	Himatnagar	Gujarat	Dr. Varis Ali	9726212424		
7	B.K.	DEV ICU	2	PALANPUR	Gujarat	DR. JIGNESH PATEL	9978627588	02742-261262	
8	D.K.	LIFE LINE ICU	2	PALANPUR	Gujarat	DR. GAURAV PRAJAPATI	7574909990		
9	Arvlli	Sarvjanik Hospital, Modasa	4	Modasa	Gujarat	Dr Mehul Patel	9409285367		sarvajanikhospital@yahoo.com
10	711 7111	Vatrak Hospital,Bayad	4	Bayad	Gujarat	Dr Mehul Shah	9904403210		vatrakhospital@gmail.com
11	Ahmedabad	Krishna Selby	1	Bopal	Gujarat	Dr Naisht	9512049820		
12	Kheda	N D Desai Medical College and Hospital	5	Nadiad	Gujarat	Dr. Jvalit	9925001632	0268 - 2524455	dean.medical@ddu.ac.in
13		Krishna Hospital ,karamsad	27	Anand	Gujarat	Dr Vaishnav	9825717481	02692-222130	rajujb@charutarhealth.org
13	Anand	Zydus Hospital,Anand	10	Anand	Gujarat	Dr Mrunal jariwal	9510250273	02692 619 501	mrunaljariwala@zydushospitals.com
14	mana	Apara Hospital,Anand	10	Anand	Gujarat	Dr Ajay Kothiyala	9824323603	02692 251 536	a_kothiala@yahoo.co.in
15		Vihar Hospital ,Anand	6	Anand	Gujarat	Dr Pankaj Parikh	9825259286	02692 240 067	viharhospital@gmail.com
16	Surendranagar	C.U.Shah Medical college and Hospital	20	Surendranag ar	Gujarat	Dr Roopam Gupta	9099922480		cushahmedicalcollege@gmail.com
17	· Vadodra	Dhiraj Hospital	4	Waghodia	Gujarat	Dr Lakhan kataria	7874512310	02668 245262	ms_dgh@sumandeepvidyapeethdu.edu.in
18	radoura	Parul Sevashram Hospital	4	Waghodia	GUJARAT	Dr. Krupa Vaghela	7567573165	02668-266000	psh@paruluniversity.ac.in
19		Baroda Heart Hospital	2	Bharuch	Gujarat	Dr.Vivek Vaghela	9727763840	2642260551	mkt-bhmsh@bhirc.com

20		Global Hospital	2	Bharuch	Gujarat	Dr.Priti Patel	8238055307	2642265400	info@globalbharuchhospital.com
21		Sardar Patel Hospital Ankleshwar	3	Ankleshwar	Gujarat	Dr.Vivek gupta	9825651234	2646247882	operations@sardarpatelhospital.com
22	Bharuch	Sevashram Hospital	8	Bharuch	Gujarat	Dr.Himanshu malvane	9325358536	2642243493	sevashram_hospital@ymail.com
23		tejasva hospital	2	Bharuch	Gujarat	Dr.Bajrang Rathore	9227436440	2642654990	tejshavhospital@gmail.com
24		R.K.Hospital	1	Bharuch	Gujarat	Dr.Milap Shah	9924102797	2642221222	drmilapkshah2@gmail.com
25		Jankalyan Hospital ,Kharach	5	Hansot	Gujarat	Dr>Meghna Bhalerao	9904201661		meghna.bhalerao@adityabirla.com
26	Godhara	P.T. Mirani	5	Godhra	Gujarat	Mr.Prakash dixit	9925518934	-	-
20	Gounara	Sunrise Hospital	10	Godhra	Gujarat	Mr.shailesh	9998076393	-	-
27		Zydus Hospital, Dahod	10	Dahod	Gujarat	Dr Mohit Desai	9824267168		zmchdhd@gmail.com, zmch.dahod@gmail.com
28	Dahod	Railway Main Hospital Dahod	10	Dahod	Gujarat	Dr.Khatvar	7990161244		
29		Sundaram Hospital Zalod (Pvt)	2	Zalod	Gujarat	Dr. Madhusudan Chauhan	9998965097		
30	Chhotaudepur	Sangam hospital, Bodeli	4	Chhotaudepu r	Gujarat	Dr Tapan Bhatt	9998882401		sangamhospitalbodeli@gmail.com
31		Amit Hospital, Valsad	1	Valsad	Gujarat	Dr. Sandeep Desai	9825120393	2632302000	Aditi Desai amithospital2010@yahoo.in
32		Lotus Hospital, Valsad	2	Valsad	Gujarat	Dr. hirag Parmar	8141655355	2632244017	lotushospitaldho@gmail.com
33		Kasturba Hospital, Valsad	8	Valsad	Gujarat	Paritosh Shah	999008005	2632244168	accounts@kasturbahospital.com
34	Valsad	Mrunal Hospital,Valsad	5	Valsad	Gujarat	Dr, Devang Desai	9825143381	2632243833	mrunalhospital@yahoo.com
35	v alsau	Pardi Hospital, Pardi	5	Pardi	Gujarat	Dr.M,M. Kureshi	9825198932	2602373550	info@pardihospital.in
36		Haria Hospital, Vapi	4	Vapi	Gujarat	Dr, Rajendra Bangale	9825037502	2606542458	Haria L G Rotary Hospital info@hariarotaryhospital.com
37		Adarsh Hospital, Valsad	3	Valsad	Gujarat	Dr.Bharat Desai	9909860066	2632242254	zenithdrhouse@gmail,com
38		Rainbow Hospital, Vapi	4	Vapi	Gujarat	Dr, Vinay Patel	9825113414		admn.rainbow@gmail.com

38		Kejal Lifein Hospital	5	Navsari	Gujarat	Dr. Chirag Desai	9825683362	02637-236101	kejallifeinhospital@gmail.com
39		Gohil Hospital	2	Navsari	Gujarat	Markand Bhai	7990106300	02637-259225	kdngohilhospital@gmail.com
40		Orange Hospital	1	Navsari	Gujarat	Dr.Krupa Vashi	8141846005	02637-242200	drbbh@yahoo.in
41		Parsi Hospital	2	Navsari	Gujarat	Pervez Daruwala	9099455081	02637-258021	dnmehtahospital@rediffmail.com
42	Navsari	Shraddha Hospital	2	Navsari	Gujarat	Bhumika Tailor	8140632252	02637-246333	shraddhahospitalnavsari@gmail.com
43	rwysuri	Spandan Hospital	2	Chikhli	Gujarat	Sidney Vaghela	8866655541	02634-231144	kaizengroup109@gmail.com
44		Yashfeen Hospital	2	Navsari	Gujarat	Dr. Faisal Bhura	9327660110	02637-235726	info@yashfeenhospital.in
45		Lions Hospital	3	Navsari	Gujarat	Dr. Deveshbhai	9825196176	02637-250390	navsarilions@gmail.com
46		Mulla Hospital	4	Navsari	Gujarat	Dr. N.G Shah	9913644268	02637-239980	mem_hospital@hotmail.com
47		Alipore Hospital	1	Chikhli	Gujarat	Dr. Yunush	8866226087	02634-231742	aliporehospital@gmail.com
48	Tapi	Rhythem Hospital Vyara	5	vyara	gujarat	Dr.Samir Chaudhari	9624077465		samir.chaudhari08@gmail.com
49	тарі	Nil Hospital Vyara	2	vyara	gj	Dr.Abhay Shah	9825120064		drnitashah41@gmiail.com
50		Lallubhai Seth Arogya Mandir	8	Savar Kundala	Gujarat	Dipakbhai Kavathiya	9428618630	02845 225566	
51		Astha Hospital	4	Amreli	Gujarat	Dr. Ashok Parmar	9879932842	02792 221828	
52	Amreli	Raghavedra Hospital	4	Amreli	Gujarat	Dr. Bhavesh Ramanuj	9426212522	02792 233580	
53		Navjivan General Hospital	4	Amreli	Gujarat	Dr. Dinesh Borad	9978293000		
54		Radhika Hospital	4	Amreli	Gujarat	Dr. Arpan Jani	9978966629	02792 223316	
55	Junggodh	Trimurti Multispeciality Hospital Junagadh	3	Junagadh	Gujarat	Dr. D.P.Chikhaliya	9825231731	0285 263 1731	drsmjadav@gmail.com
56	Junagadh	Kalp Multispeciality Hospital Junagadh	3	Junagadh	Gujarat	Dr. V.V.Aghera	9879698955	099793 64616	diagnostickalphospital@gmail.com
57	Gir Somnath	Aditya birla Hospital veraval	4	Veraval	Gujarat	Dr.sachdev	2876240015	9227493274	
58		Christ Hospital, Rajkot	4	Rajkot	Gujarat	Fr. Jomon Thomona	08000003336/0 8000003337	-	christhospitalrajkot@gmail.com
59	Rajkot	Synergy Hospital	5	Rajkot	Gujarat	Dr. Jayesh Dobariya/ Dr. Vishal Bhatt	9512140048	0281-6195000	icn@synergyhospital.co.in, pathology@synergyhospital.co.in, vishal.bhatt@synergyhospital.co.in

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60		G.K.General Hospital, Bhuj	42	Bhuj	Gujarat	Dr.N.N. Bhadarka	9825292331		drnagajanbhadarka@gmail.com
61		Yash Hospital	3	Bhuj	Gujarat	Dr.Anand Chaudhary	9825679277		
62		Accord Hospital, Bhuj	3	Bhuj	Gujarat	Dr.Navubha Sodha	9825384958		
63		Dr.Nishant Pujara Hospital, Bhuj	2	Bhuj	Gujarat	Dr.Nishant Pujara	9879016686		
64		Viable Hospital, Bhuj	3	Bhuj	Gujarat	Dr.Jitendra Pareek	8128982840		
65		Siddhivinayak Hospital, Bhuj	5	Bhuj	Gujarat	Dr.Vinayak Chauhan	9924101720		
66	Kutch	J.K.Hospital Bhuj	4	Bhuj	Gujarat	Dr.Sachin Thacker	9909029186		
67		Hariom Hospital, Adipur	5	Gandhidham	Gujarat	Dr.Anjurani	9925150632		
68		Divine Hospital, Adipur	5	Gandhidham	Gujarat	Dr.Mayur	9426204132		
69		Sterling Hospital, Gandhidham	3	Gandhidham	Gujarat	Dr.Taushif Surahwardi	8141597375		
70		New Life Hospital, Bhuj	1	Bhuj	Gujarat	Dr.Devendra Dangar	9099248888		
71		Dr.Chintan Vyas Hospital, Bhuj	1	Bhuj	Gujarat	Dr.Chintan Vyas	9409037560		
72		Jiya Hospital, Bhuj	1	Bhuj	Gujarat	Dr.Vishal Desai	9898071963		
73	AMC	SMS Hospital	25	ahmedabad	gujarat	Dr.chaitri shah		75739 49408	
74		Krishna Mulfispeciality Hoapital	3	Morbi	Gujarat	Dr. Vinod Kaila	9825257493	. 02822224491	krishnamultispecialityhospital@gmail.com
75	Morbi	Ayush Mulfispeciality Hoapital	2	Morbi	Gujarat	Dr. Chetan Aghara	7575088888	. 02822222122	ayushhospitalmorbi@gmail.com
76	MOIDI	Sadbhavna Hospital	2	Morbi	Gujarat	Dr. Amit Dhuley	9904464036	8469851717	hospitalsadbhavana@gmail.com
77		Gokul Hospital	2	Morbi	Gujarat	Dr. Vipul Malasana	9879547425	. 02822 225800	drdagopani83@gmail.com
78		Tricolor Hospital	27	Vadodara	Gujarat	Dr Inderjeet	9648770600	0265-2477777	ceo@tricolorhospitals.com
79		SUKAN HOSPITAL	8	VADODARA	GUJARAT	dR vISHAL	9909117117	0265-2490590	sukancare@gmail.com
80	VMC	BANKERS HOSPITAL	10	VADODARA	GUJARAT	DR UDGEETH THAKAR	98798 53595	0265-2324004	opd.bhi@gmail.com
81	VMC	BHAILAL AMIN GENERAL HOSPITAL	6	VADODARA	GUJARAT	DR NIRAV PANDYA	9601702202	0265-2556222	microbiology@baghospital.com
82		SAVITA SUPERSPECIALITY HOSPITAL	10	VADODARA	GUJARAT	DR TARANG SHARMA	6359678844	0265-2578844	mo@savitahospital.com
83		STERLING HOSPITAL-VADODARA	6	VADODARA	GUJARAT	dR MAYUR DODIYA	9898298958	2652354455	

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84		Sterling Hospital, Rajkot	6		gujarat	Dr. Praful Dharani	-	2545841/25456 00	MRD.Rajkot@sterlinghospitals.com
85		Wockhart Hospital	2	rajkot	gujarat	Dr. Jagdish Khoyani	9909989462	0281-6694235	darshan.sinojia@wockhardthospitals.com
86	RMC	Vedant Hospital	2	rajkot	gujarat	Dr. Anvar Kothlya	9427735010	0281-2442722	vedanthospitalrajkot@gmail.com, vedantcriticalcare@gmail.com
87		Vidit Hospital	2	rajkot	gujarat	Dr. Vishal Meva	9712811391	0281-2468489	vidithospital@gmail.com
88		Salus Hospital	4	rajkot	gujarat	Dr. Dhaval Godhani	9696796964	0281-2587100	info@salushospitals.com, salushospitals@outlook.com
89		Gokul Hospital	5	rajkot	gujarat	Dr. Tejas Karmta	7900108108	0281-2550600	mrd@gokullifecare.in
90		Samarpan Hospital	4	Bhavnagar	Gujarat	Dr. Bharat Patel	8306844217	9825108108	patel bharat1717@yahoo.com
91		HCG Hospital	3	Bhavnagar	Gujarat	Dr. Parth Pandya	9925537507	0278-6640000	mrd.hhb@hcgel.com, mrd.hhb@hcghospitals.in
92	ВМС	Bajarandas bapa Hospital	5	Bhavnagar	Gujarat	Dr. Bhavisha Gohil	7574878801	0278-2512353	drbhavishadgohil@gmail.com
93		Punit Nurshing Home	5	Bhavnagar	Gujarat	Dr. Paresh Solanki	9898068540	9152607757	dr.pareshsolanki63@gmail.com
94		Nirmal Children Hospital	3	Bhavnagar	Gujarat	Dr. Riddhesh Lania	9825788033	0278-2424111	drridhdhish@gmail.com
95	JMC	Gokul New Tech Hospital	2	jamnagar	Gujarat	Dipeshbhai	9099966915	2882912300	gokulnewtech@gmail.com
96	jirid	Jamnagar Critical Care Hospital	3	jamnagar	gujarat	Dr. Nikunj Chovtiya	9652051550	0288-2563056	
97		Makadia Multispeciality Hospital junagadh	3	Junagadh	Gujarat	Dr.J.G.Makadia	-	2852630032	
98	JUMC	Trimurti Multispeciality Hospital Junagadh	3	Junagadh	Gujarat	Dr. D.P.Chikhaliya	9825231731	0285 263 1731	drsmjadav@gmail.com
99		Kalp Multispeciality Hospital Junagadh	3	Junagadh	Gujarat	Dr. V.V.Aghera	9879698955	099793 64616	diagnostickalphospital@gmail.com
100		P.P.Savani Hospital	4	SMC	Gujarat	Dr. Anil Tanti	9979967688	0261 2577100	infoppsavanihospital@gmail.com
101		Mission Hospital	2	SMC	Gujarat	Lalita Kate	9924448034	0261 2667591	metas.infectioncontrol@yahoo.com
102		Mahavir Hospital	4	SMC	Gujarat	Dr.Riki	7567443733	0261 408200	healthcare@mahavirhospitals.com
103		Sunshine Global Hospital	4	SMC	Gujarat	Dr. Pratik Mali	9586308319	0261 4111000	icu.surat@sunshineglobalhospitals.com
104		BAPS Hospital	4	SMC	Gujarat	Dr. Manish Vaghasiya	9429149761		
105		Apple Hospital	7	SMC	Gujarat	Dr. Neha Shah	9924144772	2612310703	applehospital.surat@gmail.com
106		Unique Hospital	8	SMC	Gujarat	Dr. Jinesh Desai	9825816696	0261 2636318	uniquehospitalsurat@yahoo.com

		Total	635	0	0	0			0
127		SHALBI HOSPITAL	10	SMC	Gujarat	Dr Dushyant Patel	98795 15667	0261 719 0000	icu.surat@shalby.in
126		KIRAN HOSPITAL	2	SMC	Gujarat	Dr. Niharika	9724099463	0261 716 1111	Microbiology@kiranhospital.com
125		Saachi Hospital	3	SMC	Gujarat	Kishor Desai	75730 39107	0261 2236800	saachi@saachihospital.com
124		Tristar Hosp	6	SMC	Gujarat	Mayaben	9909903250	0261 2200 000	patientcare@tristarsurat.org
123		Sardar Hosp	3	SMC	Gujarat	Chetanbhai	098250 30000	0261 2513555	sardarhospitalsurat@hotmail.com
122		Shri K.P.Sanghvi Hopsital	2	SMC	Gujarat	Dr. Jay		0261 2477788	shriamtrust@yahoo.com
121		Asutosh Hosp	2	SMC	Gujarat	Dr. Abha		0261 3046300	info@asutoshindia.com
120		Unity Hosp	1	SMC	Gujarat	Paresh Patel	9879955855		adm.unityhospital@gmail.com
119		Lokhat Hosp	6	SMC	Gujarat	Dr. Chintu	9737855857		
118		Malaviya Hosp	2	SMC	Gujarat	Dr. Taresh Patel	9925909424	2612767669	
117		Akshar Children Hosp	6	SMC	Gujarat	Dr. Kirti Patel	9824561261		drkirtipatel2013@gmail.com
116		G.B.Vaghani Multi spe Hosp	1	SMC	Gujarat	Dr. Hitesh Kakadia	9510695854	2612571011	gbvaghanihospital@gmail.com
115		Pathik Children Hosp	2	SMC	Gujarat	Dr. Sanjay Naik	9824155991	2612277538	sanjaynaik@hotmail.com
114	SIVIC	Surat Gen Hosp	2	SMC	Gujarat	Dr. Radhika	9510731319		
113	SMC	Sanjivani Hospital Bhatar	2	SMC	Gujarat	Ashok Gajjar	9429987616	0261 2238600	
112		Girish Group of Hospital	4	SMC	Gujarat	Dr. Vipul	9924725448	0261 2473500	girishgroupofhospital@gmail.com
111		Nirmal Hospital	2	SMC	Gujarat	Dr. Monil Parmar	9978807619		
110		R.T.S.V Hospital	4	SMC	Gujarat	Dr. Haresh Paghda	9825649192	0261 2578887	sda.rtsv@gmail.com
109		Anand Children Hospital	1	SMC	Gujarat	Dr. Chirag Parmar		2612474268	anandchildrenhospital@yahoo.com
108		Ayush Hospital	4	SMC	Gujarat	Dr. Ramesh Patel	9825106019	0261 249 2821	ayushicu@gmail.com
107		Sanjivani Hospital Lalgate	3	SMC	Gujarat	Dr. Ramesh Narola	9428636999		sanjivaniicu@yahoo.co.in





#### भारत सरकार / GOVERNMENT OF INDIA पोत परिवहन मंत्रालय / MINISTRY OF SHIPPING

## नौवहन महानिदेशालय, मुंबई DIRECTORATE GENERAL OF SHIPPING, MUMBAI

F. No. 7-NT(72)/2014

Date: 22.04.2020

#### DGS Order No. 12 of 2020

Subject: Standard Operating Procedures / Protocols (SOP) for controlled crew change - reg.

- The corona virus (COVID-19) pandemic has created a global crisis which has impacted all
  aspects of life and badly affected the work environment. In the maritime sector, it has severely
  impacted the ship to shore interactions, including crew changes.
- 2. The Ministry of Home Affairs' vide their Order No.40-3/2020-DM-I(A) dated 21.04.2020 have included Sub-Clause (iii) under Clause 17 on Movement of persons to allow sign-on and sign-off of Indian seafarers at Indian ports and their movement for the aforesaid purpose as per the attached Standard Operating Protocol (SOP). The attached SOP has also noted that DG (Shipping) will prescribe the detailed protocol with regard to sign-on and sign-off to be followed. (Copy attached).
- 3. The Directorate has earlier issued DGS Order No. 04 of 2020 dated 20.03.2020, DGS order No. 05 of 2020 dated 23.03.2020 and clarification on DGS Order No. 04 of 2020 & DGS Order No. 05 of 2020 dated 24.03.2020 about sign on / sign off of Indian seafarers in which seafarers were advised to exercise utmost caution in respect of sign off in foreign ports due to the international and domestic travel restrictions imposed by various international and national authorities.
- 4. As indicated in the Ministry of Home Affairs (MHA), Govt. of India, vide Order No. 40-3/2020-DM-I (A) dated 21.04.2020 and to facilitate and regulate crew change for seafarers so that the safe environment on the ship is not compromised or no contamination is brought from ship to shore, the Directorate hereby prescribes the following Standard Operating Procedures / Protocols(SOP) for controlled crew change for compliance by all stakeholders;

# 5. Standard Operating Procedures / Protocols(SOP) for controlled crew change for seafarer sign-on and sign-off at Indian Port -

#### 1. For Sign-on

 Ship owner / Recruitment and Placement Service (RPS) agency to identify Seafarer for joining a vessel.

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- 2. Seafarer to fill up the travel and contact history for last 28 days as per Form1<sup>i</sup>(attached) and submit it to the ship owner / RPS agency by email.
- 3. Ship owner / RPS agency to submit the duly filled in seafarer's travel and contact history Form to a DG (Shipping) approved medical examiner, for assessment and certification of the seafarer's fitness to join ship.
- 4. Based on the seafarer's travel and contact history for last 28 days submitted by the ship owner / RPS agency, the medical examiner may call the seafarer for standard medical examination prescribed by DGS for certifying medical fitness of the seafarer.
- 5. Upon medical examiner's confirmation for processing the sign-on, the following further processes are to be completed by the Ship owner / RPS agency:
  - a. Seafarer's travel route is to be identified;
  - b. Details of the Seafarer, vehicle, and driver<sup>ii</sup> for the proposed travel to be uploaded on DGS website "e-pass for seafarers link" for generation of e-pass, if needed.
- 6. The downloaded e-pass to be submitted to the local authority in the area where the seafarer resides for clearance for sign-on and for issue of a transit pass from the place of residence to the place of embarkation on the shipping vessel.
- 7. The transit pass (to and fro) for such movement by road, for the seafarer and one driver, will be issued by the Government of the State / Union Territory where the seafarer resides.
- 8. The transit pass (to and fro) will be issued for a fixed route and with specified validity and will have to be adhered to strictly. Such transit pass would be honored / allowed by the authorities of the State / Union Territory along the transit route.
- 9. Ship owner / RPS agency to ensure completion of the following processes prior to sign-on:
  - a. Uploading on DGS website the requisite details of the Seafarer as per Form I / IIIA;
  - b. Vehicle to be properly sanitized and sanitizers, PPE (masks, hand gloves) kept in place for driver and seafarer;
  - c. Seafarer and driver to maintain the social distancing requirements as per MoHFW guidelines<sup>iii</sup>;
  - d. At the city of port of embarkation, the Seafarer shall undergo the COVID-19 test to confirm "negative" test result for COVID-19.
  - The seafarer would be ready for sign-on if the Covid-19 test is negative. Otherwise action would be taken as per guidelines of MoHFW;
  - f. Online sign-on (e-migrate) to be done for the seafarer;
- 10. Till the time test results are awaited, the seafarer will be dropped at a safe location<sup>iv</sup>, by the car.
- 11. With the completion of the above formalities and negative CoVID-19 test report, the seafarer would be ready for signing-on and can be placed on board.
- 12. Driver to drop seafarer in the port, as applicable and use the pass for return journey.

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#### 2. For Sign-off

- 1. The master of a vessel, before arrival at its port of call in India, shall ascertain the state of health of each person on board the vessel and submit the Maritime Declaration of Health to the health authorities of the port and to the port authorities. In addition, the information required by the local health authorities of the port, like temperature chart, individual health declaration, etc. shall also be provided by the master as per the directives of the health authorities of the port. Port health authorities shall grant pratique to the vessel prior to berthing as per necessary health protocols.
- 2. Seafarer to wear necessary PPE (masks, hand gloves) on arrival.
- 3. Seafarer will be cleared by Immigration authority.
- 4. Seafarer arriving on a vessel would undergo the COVID-19 test to confirm that he/she is negative of COVID-19. After disembarking and till the time the seafarer reaches the facility for sample collection/ testing to be mutually decided by the Port & State Government, within port premises, it will be ensured by the shipowner / RPS that all safety precautions as per standard health protocol are observed.
- 5. Till the time test reports are received, the seafarer shall be kept under quarantine facility approved by the Port and State Heath Authorities.
- 6. If the seafarer is tested as "positive" for COVID-19, he/ she will be dealt with as per the procedures laid down by MoHFW, Govt. of India.
- 7. Seafarer arriving on a vessel from any foreign port within 14 days of departure from foreign port shall be kept in quarantine for a total of 14 days from the date of departure from the last foreign port at a facility approved by the Port or State authority. On completion of 14 days, he shall undergo a COVID-19 test to confirm 'negative' test.
- 8. Upon a seafarer tested as "negative", the Ship owner / RPS agency to ensure completion of the following processes:
  - a. Seafarer's travel route post sign-off is to be identified;
  - b. Details of the Seafarer, vehicle, and driver ii for the proposed travel to be uploaded on DGS website "e-pass for seafarers link" for generation of e-pass, if needed;
  - c. Requisite details of the seafarer as per Form I / IIIA are to be uploaded on DGS website.
- 9. Seafarer/ Shipping Company/ RPS to download the e-pass from his / her 'DGS E-governance seafarer profile', if needed.
- 10. The downloaded e-pass to be submitted to the Local Authority in the area where the seafarer disembarks for clearance for sign-off, for issue of a transit pass from the place of disembarkation to the place of his/ her residence.
- 11. The transit pass for such movement by road, for the seafarer and one driver, will be issued by local authorities of the Government of the State/Union Territory where the seafarer disembarks.
- 12. The transit pass (to and fro) will be issued for a fixed route and with specified validity and will have to be adhered to strictly. Such transit pass would be honored/ allowed by oute. Juniphth hus 22/04/2020 3/5 the authorities of the State/ Union Territory along the transit route.

- 13. Ship owner / RPS agency to ensure the following for taking seafarer home:
  - a. Vehicle being used for travel is properly sanitized and PPE (masks, hand gloves) and sanitizers made available for driver and seafarer<sup>iii</sup>;
  - b. Driver and seafarer to maintain the social distancing requirements as per MoHFW guidelines<sup>iii</sup>.

#### Notes:

- 1. Shipowners / RPS Agency may, at their choice, consider isolating the seafarer for 14 days prior the medical examinations for sign-on purposes in the city of embarkation port, so that there are no complications due to COVID-19 after the seafarer joins the ship. In such cases transit pass will be issued for journey to the supervised isolation centres set up by the shipping companies/RPS and again to the port of embarkation. The SoP for road journey will be followed.
- All necessary arrangements and facilities at ports in accordance with the guidelines of MoHFW will be made by the port authorities concerned.
- 3. The cost of transportation of seafarers will be borne by the ship owner / RPS agency.
- 4. Authenticity of the E-pass is verifiable online in www.dgshipping.gov.in
- 5. In case of any difficulty is faced en-route for signing-on or after signing-off, the seafarer may contact any of the following:
  - a) Contact details of e-pass issuing authority as mentioned under section in "pass details" /
  - b) DG Comm. center (022-22614646) /
  - c) Subash Barguzer, Dy. DG [Crew] (barguzer-dgs@nic.in) and /
  - d) Capt. (Dr.) A. Daniel J Joseph, Dy. DG [Tech.] (danieljohn-dgs@gov.in)
- 6. Declaration of travel history of seafarer (Form 1) Annexure I
- 7. The detailed process for generation of e-pass for seafarers by ship owner / RPS agency is detailed in Annexure II

(Amitabh Kumar)

Director General of Shipping & Additional Secretary to the Govt. of India

Enclosure(s): As above

<sup>1. &#</sup>x27;Seafarers identified for joining ship should have travel history declared for last 28 days which shall be self-declared by seafarer and verified by Ship owner / RPS agency. This record should be retained by RPS agency and made available to medical practitioner. DG Shipping approved medical examiner shall utilize this information whilst certifying fitness to join ship. (Annexure 1 Travel history of seafarer to be maintained for verifications by authorities)

- 3. "While applying for e-pass, Ship owner / RPS agency to give declaration that vehicle is properly sanitized & PPE (masks, sanitizers etc.) in place and driver & seafarer would maintain the social distancing requirements as per MoHFW guidelines
- 4. "Safe location is a location / place / guest house / hotel etc. where no COVID-19 case is reported till now and has the required amenities for the upkeep of seafarers for the required number of days of isolation

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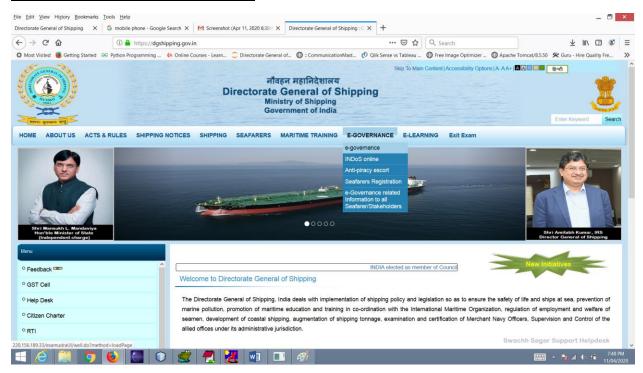
		Deployation of Travel History of conference (next 20 days)			Annexure - I
Name		Declaration of Travel History of seafarer (past 28 days)		Indos No.	Aillexure
Last sign of	ff data		-	Passport No.	
	ff port / country		<u>-</u>	rassport No.	
Lust sign o	in port / country		-		
S. No.	Date	Details / address of place visited (Home, Friend, Hotel, Social gathering, Hospitals etc.)	Approx. time of visit to place(s) Hrs	Name of the person(s) you met with	Contact details (phone no.) of person(s) met
I / we, do	hereby declare th	nat above particulars of information and facts stated are true, correct and complet	te to the best o	f my knowledge and	belief.
Place: Date:		<del>-</del>		Name / Sign.	
Date.		_		ranic / Jign.	

#### **Annexure - II**

#### Process of Generation of e-pass by Ship owner / RPS agency for seafarers:

- 1. Login to E-Governance system by using User Id and Password provided by DG Shipping for other modules. ( <u>www.dgshipping.gov.in</u> →E-Governance)
- 2. Go to the link -> e-pass for Seafarer->e-pass -> Generate / Cancel e-pass
- 3. Enter INDoS No. and select sign-on / sign-off from dropdown and click "Continue" button.
- 4. System shall populate Seafarer details along with list of e-pass issued by the same company earlier, if any
- 5. For approval of the e-pass click the 'Submit data' and fill the required data and submit.
- 6. Upon submission of data, system would display "Reference No." and same application sent to the Issuing Authority for approval.
- 7. The designated e-pass issuing authority may approve / reject the e-pass on the system using his / her administrators ID provided by DGS
- 8. On approval of the application by authority, e-pass would be generated and available in seafarers' profile for download. System would send an auto intimation SMS to seafarer with the details of e-pass generated
- 9. Seafarer can view and download the e-pass at the link e-pass for Seafarer->e-Pass ->View after login
- 10. System would also send an auto generated email intimation to the seafarer and ship owner / RPS agency with the details of e-pass generated
- 11. The ship owner / RPS agency may print the e-pass which is available at their profile at the link "View Application Status"
- 12. e-pass can be verified in the e-pass checker link available on DG Shipping website <a href="https://www.dgshipping.gov.in">www.dgshipping.gov.in</a>
- 13. The ship owner / RPS agency may utilize the option of "Cancel e-pass" for cancellation of e-pass

#### Step 1: visit www.dgshipping.gov.in

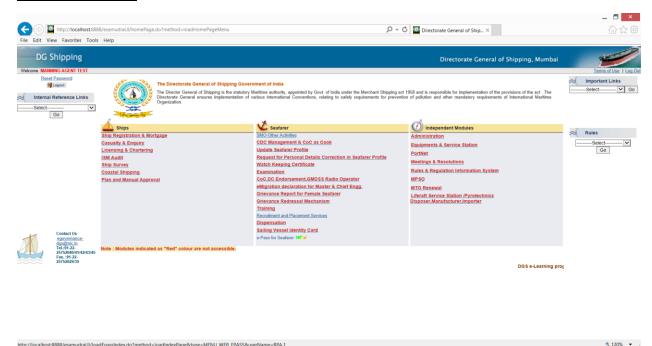


#### Step 2: Log in using user id / password (after clicking 'e-governance' tab)

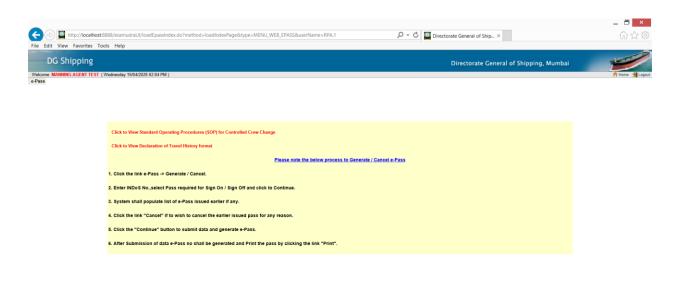
http://220.156.189.33/esamudraUI/well.do?method=loadPage



#### Step 3: Logged in

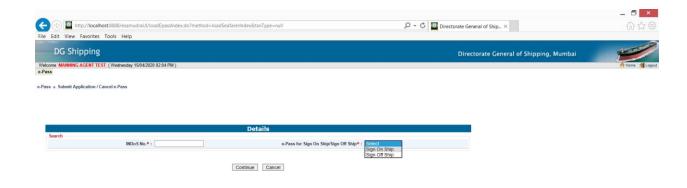


#### Step 4: Click "e-pass" option

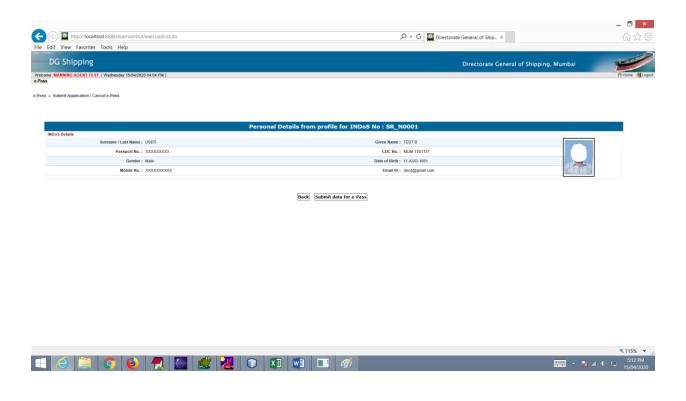




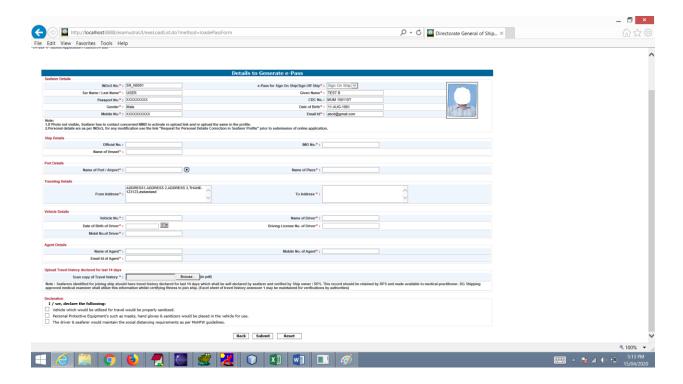
#### Step 5: Chose option (sign-on / sign-off)



#### Step 6: Fill up Indos No. of seafarer & click 'submit data for e-pass'



#### Step 7: Fill up all required data (upload travel history doc & submit)



## Step 8: Once data is submitted (Note down the Ref. no.)



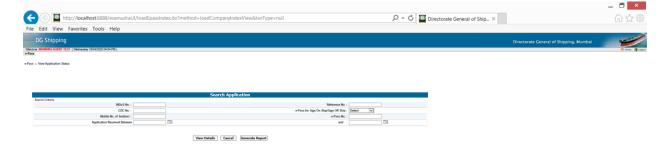
## **Step 9: Track status of application**

## View submitted application, e-Pass and generate reports:

1. Go to the link -> e-Pass for Seafarer->e-Pass -> Submit Application / Cancel e-Pass

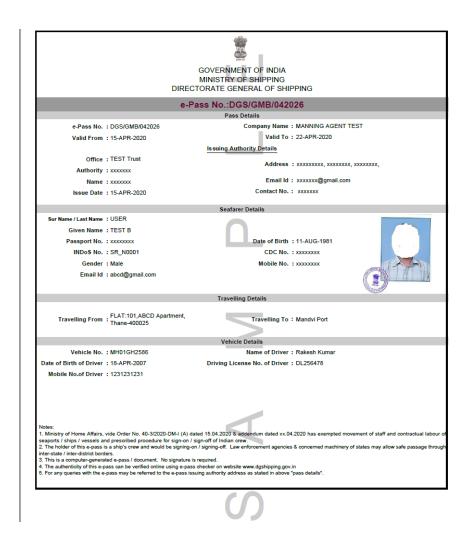
or

Go to the link -> e-Pass for Seafarer->e-Pass -> View Application Status



## Step 10: Status of application can be tracked with ref. no.





Sample e-pass copy

#### Step 12: e-pass can be also downloaded by seafarer from his / her profile

For Seafarer to view submitted details and print e-Pass:

- 1. Login to E-governance system by using User Id and Password provided by D. G. Shipping for other modules. ( <a href="https://www.dgshipping.gov.in">www.dgshipping.gov.in</a> →E-Governance)
- 2. Go to the link -> e-Pass for Seafarer->e-Pass -> View Issued Pass
- **3.** Seafarer can take the print out by clicking the e-Pass No. and can view the data submitted by ship owner / RPS agency

#### **Step 12: Cancellation of e-Pass**

- 1. After log in, go to e-Pass for Seafarer->e-Pass -> Submit Application / Cancel e-Pass
- 2. Enter INDoS No and select Sign On / Sign Off from dropdown and Continue.
- 3. System will populate the list of application submitted.
- 4. Click the cancel link and enter the remarks for cancel and submit.
- 5. Upon cancellation system shall send SMS about the same.

