



ASBA Guidelines for Coronavirus (COVID-19) (SARS-CoV-2)

Agents are the compliance and logistic conduit for up-to-date and accurate information passing between the vessel, USCG, CBP, the terminal, the port community and its local stakeholders. In general, boarding the vessel, particularly on arrival, has and will continue to be an essential and necessary best practice among certified U.S. agents.

The threat of the Coronavirus spreading is a serious concern for everyone requiring special practices to temporarily be put in place by many federal, state and local port regulators. We want to assure you that we are taking similar appropriate measures to protect the health and safety of our member agents and above partners as we carry-out duties and responsibilities necessary to the professional attendance of each vessel while enabling the critical flow of maritime commerce to continue with minimal interruption.

In accordance with the above ASBA is recommending the following temporary measures with regard to vessel attendance:

- Physical boarding of vessels is restricted to occasions which arise out of necessity as determined case-by-case by appointed ship agency and its principal, master of the vessel, terminal and our government partners at USCG, USDA and CBP in port.
- The routine exchange of entrance and clearance documentation will be conducted remotely whenever possible and/or practical until further notice. This includes but is not limited to electronic payments and vessel documents.
- Exchange of packages or vessel mail will be conducted in open air areas only, preferably at the gangway, and at all times in accordance with FSP and VSP.
- D-2 of departing crew will be conducted in open air space or pier side.

We are recommending All VESSELS mitigate the threat of transmission of the virus by taking the following measures prior to a physical agent boarding:

- Wipe down the bridge, ships office, cargo control room, any other meeting place with a disinfectant.
- Only essential members allowed at required ship boardings.
- No Handshaking.
- Provide hand soap and/or hand sanitizer with paper towels.
- **Follow U.S. Coast Guard's instructions on reporting any crew members that are sick**

We understand these measures may be inconvenient, but we are confident that they are in the best interests of our member agents, the port community and that of the ship's crew to continue to safeguard health and safety as our top priority.

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