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Section : Crewing  
To : All Masters  
Cc : Planning Managers,  
Mobilisation Managers,  
HSEQ Managers

## COVID-19 Crew Management Update

**Note:** This Circular Letter is for the Masters, Officers & Ratings on all V. Group Ship Management and Crew Management vessels. **It does not apply to Offshore or Leisure vessels.**

The World Health Organization recently declared the rapidly spreading Coronavirus outbreak a pandemic. In order to slow the transmission of the virus, many countries and regions have imposed strict quarantines and/or entry bans for travelers, with many more governments expected to follow soon.

### Postponement of Crew Changes

Travel exposes a person to a higher risk due to increased interaction with other individuals. As recommended by health authorities, various organizations including V.Group have restricted business travel to minimize the risk of infection of our colleagues and their families.

After reviewing the current pandemic situation and the risk it poses to our seafarers, especially when travelling to and from a vessel, **crew changes will be postponed for a period of 4 weeks.**

This requirement shall be re-assessed every 7 days.

### Considerations

Apart from the unavailability of certain nationalities due to local lockdowns, we have also considered the following factors:

- 1) Increased transmission risk to the seafarer when travelling to and from the vessel. This may further spread to his/her community after signing off.
- 2) Risk of an infected person joining the vessel despite all precautions taken due to the long incubation period of the virus.
- 3) Given the ever-increasing travel bans at very short notice, numerous travelers are stranded or quarantined at airports across the world.
- 4) In the current circumstances, the vessel is considered a controlled environment following the local and HSEQ guidelines.

### Further Actions

Crew changes will still be carried out in emergency cases or where a thorough risk assessment concludes that there is minimal risk to the crew members, such as vessels on coastal voyages and domestic crew within non-infected regions.

Our shore team will be in close contact with your vessel to continuously monitor and update your crew relief situation. Meanwhile, we seek your cooperation and patience in adhering with these measures which are only intended to keep you and your family members safe, while we all look forward to a solution to this pandemic.

We are closely monitoring the situation and will amend these measures as required.

**Andy Cook**  
Global Crew Operations Manager