



PORT OF GUAM
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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

February 18, 2020

MEMORANDUM

TO: All Shipping Agents/Port Tenants
All Port Employees

FROM: Rory J. Respicio, General Manager 

SUBJECT: Guidelines on Coronavirus and Appropriate Measures to Address Risk

Hafa Adai! With the reported cases of Coronavirus Disease 2019 (COVID-19) in the Asia Pacific Region on the rise, the rate of spread to other countries and the United States, and the President's declaration that the virus is a public health emergency, the following guidelines are being issued as we try to do our part to prevent its arrival at our seaport.

The following special conditions will apply to vessels who have answered 'yes' to any of the questions in the U.S. Coast Guard Declaration as it relates to the early detection and prevention of the COVID-19. In this context, 'yes' would be the affirmative response to any real-time circumstance affecting any individual on board any vessel that would have any regulatory agency believe a concern exists with the arrival of such vessel.

1. Prior to vessel arrival, crew members will be screened thoroughly from point of origin when embarking or upon departure of all vessels bound for Guam.
2. All service boat operators are to limit contact with crew members from the impacted vessel.
3. If the vessel is berthed at Port wharves, no crew members will be allowed to disembark the vessel during its call.
4. All shipping agents, representatives and crew members must wear personal protection equipment (e.g., mask, goggles and gloves, etc...) while on board the vessel.
5. Port personnel attending to the vessel will not be allowed on board until clearances have been given by U.S. Coast Guard and Customs & Quarantine Agency.

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6. Safety and Harbor Master Divisions will be required to oversee the clearance process and ensure the following:
 - a. A Pre-Operation Safety Brief will be conducted and shall include:
 - 1) For every instance of potential exposure, this information shall be included in the Special Instructions prepared by the Operations Manager or his designee for the impacted vessel operation.
 - 2) All Port personnel will be issued and required to use personal protective equipment (e.g., masks, goggles and gloves) prior to boarding the vessel.
 - 3) Port employees shall minimize all interaction with the crew as much as practically possible and to avoid entering both private and common areas of the vessels typically used by crew members.
 - 4) Port employees shall maintain safe distance from ship crew members.
 - 5) Do not shake hands.
 - 6) While on the vessel, work the plan; do not deviate from your assignment.
 - 7) Port personnel are prohibited from loitering alongside dock fronting the vessel.
 - 8) Exercise good hygiene by washing your hands often.
 - 9) Upon completion of operation, all employees are to report to Operations person-in-charge who will be responsible to ensure that all assigned to the shift are accounted for.
 - 10) Immediately report any problems or unsafe conditions to your leader or supervisor.

Any questions regarding these guidelines should be referred to the Port Safety Administrator or this office at 477-5931 ext. 420 or 302, respectively. Your usual cooperation with the above is greatly appreciated.