



MARITIME AND PORT AUTHORITY OF SINGAPORE

PORT MARINE CIRCULAR  
NO. 37 OF 2020

21 Sep 2020

Pleasure Craft Community

**REVISION TO THE NUMBER OF PERSONS ONBOARD PLEASURE CRAFT IN  
THE PORT OF SINGAPORE**

1. This Port Marine Circular (PMC) supersedes PMC 28 of 2020.
2. All pleasure craft operators, owners and masters are reminded to ensure that they comply with the measures stipulated in the COVID-19 (Temporary Measures) (Control Order) Regulations 2020, and implement these measures in relation to persons boarding and on the craft.
3. These measures include implementing contact tracing procedures such as SafeEntry for all persons who board the pleasure craft. If SafeEntry is not implemented, the craft owner/operator/master must maintain a record of the passenger and crew manifest<sup>1</sup>. In addition, temperature screening<sup>2</sup> and checks on visible respiratory symptoms<sup>3</sup> must be conducted before any person boards the craft. Persons with a fever or who display any visible respiratory symptoms must not be allowed to board the craft and should be advised to seek medical attention immediately. Every individual must wear a mask at all times except in circumstances prescribed in the COVID-19 (Temporary Measures) (Control Order) Regulations 2020<sup>4</sup>.

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<sup>1</sup> The passenger/crew manifest shall provide details such as name of passenger/crew, last four digits of NRIC/passport number/FIN and contact number.

<sup>2</sup> Individuals with temperature above 37.5 degrees Celsius are considered as having a fever.

<sup>3</sup> These symptoms include: (a) coughing; (b) sneezing; (c) breathlessness; and (d) a runny nose.

<sup>4</sup> These include, amongst others, when the individual is consuming food, drink or medication or carrying out, in the course of employment, an activity that requires no mask may be worn.

4. Gatherings of more than 5 persons<sup>5</sup> onboard any pleasure craft are prohibited. However, exemptions can be granted with prior approval for the following craft and activity:

- a) SZH-licensed pleasure craft activities, including marriage solemnisations, or wedding receptions; and
- b) Marriage solemnisation onboard SZ-licensed pleasure craft.

5. Please refer to **ANNEX A** for more information on holding solemnisations and receptions onboard pleasure craft.

### **SZH-licensed pleasure craft**

6. Owners/operators of SZH-licensed pleasure craft that intend to carry more than 5 passengers for the conduct of ANY activities are required to submit a one-time application for MPA's review and approval. The details are provided in **ANNEX B**. The proposals shall be submitted at least 14 days prior to the commencement of the first trip with carriage of more than 5 passengers. The submission can be made to the Marine Safety and Environment Department via email: [pms@mpa.gov.sg](mailto:pms@mpa.gov.sg).

7. SZH-licensed pleasure craft that operate dining cruises are reminded to comply with the measures under the COVID-19 (Temporary Measures)(Control Order) Regulations 2020 applicable for gatherings and retail food and drink establishments.

8. Owners/operators of SZH-licensed pleasure craft are reminded that self-service buffet lines, live music, radio broadcasts and all forms of television/video screenings and other forms of entertainment such as dancing, darts or karaoke are not allowed on board. Recorded music may be played only as soft background music, not exceeding 60 decibels<sup>6</sup>.

9. We thank the pleasure craft community for their support and remind all to remain vigilant to achieve a COVID-safe Singapore.

10. Please contact Capt Shawn Hoe (Tel: 6325-2465, email: [shawn\\_hoe@mpa.gov.sg](mailto:shawn_hoe@mpa.gov.sg)) for any clarification needed on this circular.

CAPT KEVIN WONG  
PORT MASTER  
MARITIME AND PORT AUTHORITY OF SINGAPORE

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<sup>5</sup> This limit of 5 persons does not include the master/crew employed to operate the craft and should at no time exceed the craft licensed carrying capacity.

<sup>6</sup> 60 decibels is about the sound level for a regular conversation.

**Marriage solemnisations or wedding receptions onboard MPA-licensed pleasure craft**

1. Marriage solemnisations or wedding receptions may only be held on board MPA-licensed pleasure craft in compliance with the requirements of the COVID-19 (Temporary Measures)(Control Order) Regulations 2020 including the safe management measures listed in **ANNEX B**. Please refer to the following weblink for further information on solemnisations and receptions.

(<https://covid.gobusiness.gov.sg/faq/sectorspecific/marriage>).

2. In addition to ensuring compliance with the requirements referred to in Paragraph 1, MPA-licensed pleasure craft owners/operators who wish to hold marriage solemnisations or wedding receptions onboard must:

- a) Obtain MPA's written approval (email: [pms@mpa.gov.sg](mailto:pms@mpa.gov.sg)) at least 14 days before the date of the solemnisation or reception, and must submit to MPA a passenger management plan detailing the maximum number of persons allowed on board after factoring (i) safe management measures and (ii) the craft's licensed carrying capacity.
- b) Seek approval from the owners of the premises where the craft are berthed (e.g. marinas) if the solemnisation or reception is held when the pleasure craft is berthed.
- c) Comply with conditions for solemnisations and receptions that can be held onboard pleasure craft (refer to Table 1 below).

Table 1: Conditions for solemnisations and receptions that can be held onboard pleasure craft

Venue	Marriage Solemnisations	Wedding Receptions
MPA licensed pleasure craft (license prefix "SZ")	<p>Maximum of 8 guests (excluding the couple, the solemniser, and other persons onboard for the purposes of providing authorised services, such as event vendors and crew employed to operate the craft), provided that (a) the total number of persons on board does not exceed the craft's licensed carrying capacity at all times (b) applicable safe management measures can be implemented onboard.</p> <p>MPA-licensed SZ craft are not allowed to engage in commercial hire in the port of Singapore. The Owner/operator of the SZ craft must submit a declaration that the craft is not being offered for, or engaged in, commercial use in hosting the solemnisation including through any commercial hire arrangement.</p>	Not allowed
MPA licensed pleasure craft (license prefix "SZH")	<p>Up to 48 guests (excluding the couple, the solemniser and other persons onboard for the purposes of providing authorised services, such as event vendors and crew employed to operate the craft) provided that:(a) the total number of persons on board does not exceed the craft's licensed carrying capacity at all times (b) applicable safe management measures can be implemented on board.</p> <p>For solemnisations and receptions with more than 20 persons, the persons should be split into a group of 20 (called the "wedding party, including the parties to the marriage and any solemnisation witnesses"), with the remainder split into groups of 5. The "wedding party" should maintain a 1 metre distance from the smaller groups of 5. The groups of 5 should also maintain a 1 metre distance from other groups at all times. There should be no intermingling or mixing between groups.</p>	

**Application for SZH to carry more than 5 passengers**

1. Owners/operators of SZH-licensed pleasure craft who wish to carry more than 5 passengers, other than the master/crew employed to operate the craft, are invited to submit their proposals for MPA's review and approval. The proposals shall be submitted at least 14 days prior to the commencement of first trip with carriage of more than 5 passengers.
2. Owners/operators of SZH-licensed pleasure craft issued with the approval are reminded of their responsibility to ensure compliance, failing which the approval would be revoked and appeals would not be entertained.
3. The plan shall include but is not limited to the following:
  - a) Compliance with the prevailing Safe Management Measures (SMM) (<https://covid.gobusiness.gov.sg/safemanagement/general/>) and MOM's requirements for SMMs at workplace (<https://www.mom.gov.sg/covid-19/requirements-for-safe-management-measures>) plan.
  - b) Appointing Safe Management Officer(s) (SMO) to assist in the implementation, coordination and monitoring of the system of SMM on board the pleasure craft. The SMO can be the master of the craft or a nominated crew member who reports to the master. The master is responsible for and to ensure the proper execution of the SMO functions. The duties of the SMOs include coordinating implementation of SMM, conducting inspections, and checks remedying noncompliance; keep records of inspections, checks and correction actions. The SMO for each craft shall be identified via a name tag or arm band, etc, with the wordings "Safe Management Officer" to identify the individual's role and responsibilities.
  - c) Measures that will be taken on board to ensure not more than 5 persons in a sub-group and maintaining 1m safe distancing between the sub-groups. There should not be intermingling between the sub-groups at all times, including during side visits to the beaches, islands, etc, or other activities.
  - d) Maintaining a record of the passenger and crew manifest of each charter for contact tracing purpose. The manifest shall be kept for at least 30 days. Passengers should be encouraged to install and use the TraceTogether application.
  - e) Taking temperature of all passengers before start of each tour and disallowing any passengers whose body temperature is more than 37.5 degrees Celsius and/or displaying any visible respiratory symptoms (such as coughing, sneezing, breathlessness or a runny nose) to board the pleasure craft.
  - f) Conducting a pre-departure briefing and to ensure that all SMMs relevant to passengers are conveyed to them
  - g) Ensuring that each charter does not exceed 8 hours
  - h) Tour itinerary (i.e. route of the tour)
  - i) Details of activities that will be conducted. For specific activities (e.g swimming, kayaking, scuba diving) carried out onboard, please provide details on activities and elaborate on SMM (e.g common usage equipment

sanitization prior to use by other group) put in place to ensure that all activities are conducted in accordance to national policy and in accordance to advisories issued. Any activity that does not allow safe distancing to be observed must not be conducted

- j) Ensuring that all persons on board are wearing face masks in accordance with the prevailing requirements.
- k) If food and beverage will be served, details of how they will be served. Note that self-service buffets and BBQ by the passengers are not allowed.
- l) Cleaning and disinfection of the pleasure craft after each charter or as necessary, especially the high touch areas such as tables, chairs, railings door handles etc. (Please refer to NEA website for the guidelines and advisories e.g. <https://www.nea.gov.sg/our-services/publiccleanliness/environmental-cleaning-guidelines/cleaning-and-disinfection/guidelines/guidelines-for-environmental-cleaning-and-disinfection> or <https://www.nea.gov.sg/our-services/public-cleanliness/environmental-cleaningguidelines/cleaning-and-disinfection/advisories/advisory-on-surface-cleaning-and-disinfection-for-covid-19>)
- m) Owners/Operators of the SZH-licensed pleasure craft shall provide additional documents to MPA if there is a need for clarification.

4. Owners/operators of SZH-licensed pleasure craft are required to submit their respective plans in a single word document to the Duty Officer, Marine Safety Control Centre, email: [pms@mpa.gov.sg](mailto:pms@mpa.gov.sg).

5. Owners/operators of SZH-licensed pleasure craft who do not comply with the required SMM will face a fine of up to S\$10,000, imprisonment of up to six months, or both for first-time offenders under the COVID-19 (Temporary Measures) Act. Repeat offenders may face a fine of up to S\$20,000, imprisonment of up to twelve months, or both. Further, other powers under the Act, suspension or revocation of licences, may be used against the owners/operators of SZH craft that are found to be non-compliant. Owners/operators of SZH-licensed pleasure craft who do not comply with SMMs may also be ineligible for government grants, loans, tax rebates and other assistance.