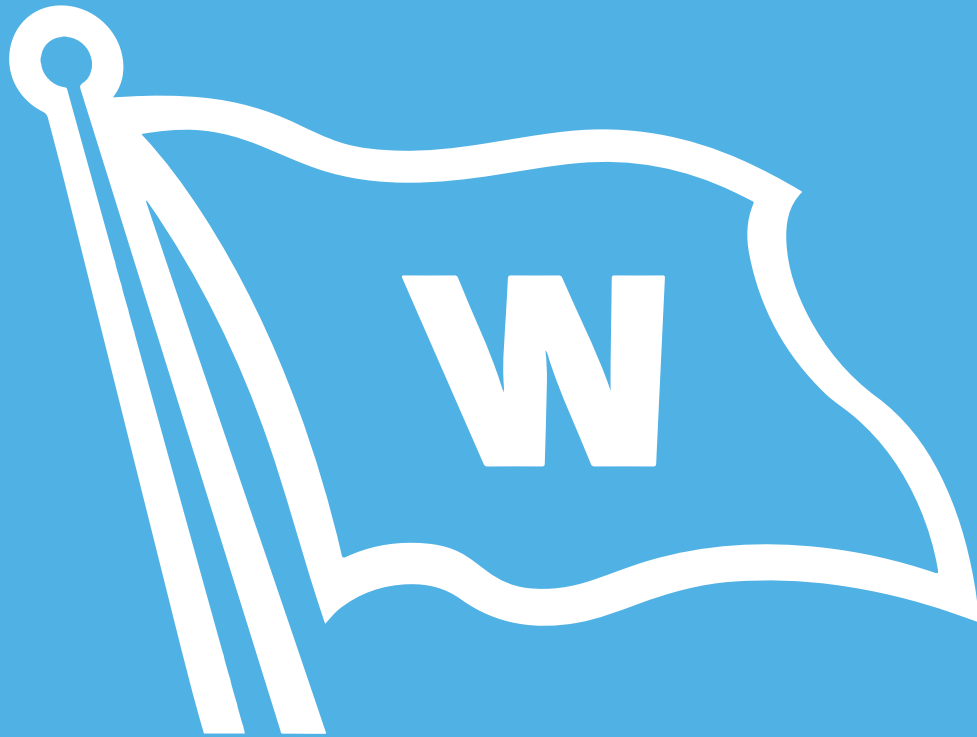


**PLEASE READ THOROUGHLY THE
FOLLOWING GUIDELINES AND
INSTRUCTIONS AND COMPLY
ACCORDINGLY.**



**WSBMI
GUIDELINES FOR
SEAFARERS**



MASK IS A MUST!

NO MASK = NO ENTRY

**COVID
TEST
RESULT**

NEGATIVE

No RT-PCR

NEGATIVE

Result

=

**NO OFFICE
ENTRY**

Reporting on

**APPOINTMENT
BASIS ONLY**

**Your respective
SCO/CO will contact
you on your reporting
schedule**





OFFSIGNERS

OFFSIGNERS

Prior your departure from the vessel, we will send you **Guidelines/Procedures** on arrival protocols at NAIA. Arrangements of your **RT PCR (swab test)**, transport to quarantine facility and accommodation will all be done by WSBMI.

You have to acknowledge once you receive the instructions.

OFFSIGNERS

Negative test results and **quarantine clearance** will be posted at the **Philippine Coast Guard (PCG)** website.

These are necessary for crew to be cleared for going home.

OFFSIGNERS

After a negative result of RT PCR test and quarantine clearance are attained, arrangements of your transportation to **Parañaque Integrated Terminal Exchange (PITX)** or **NAIA terminal** will be advised online (email or text message).

You have to acknowledge once you receive the instructions.

SUBMISSION/ COLLECTION OF DOCUMENTS

SUBMISSION/COLLECTION OF DOCUMENTS

While on quarantine, please take a photo of your **pertinent shipboard document** (one by one) and send by email to your **Crewing Officer / SCO** with a covering letter of the email, please indicate the following:

I, (Rank and Name), hereby virtually submit my shipboard documents as follow:

1. 2/O MARINA COC – expiry date December 12, 2022
2. Document Xxx – expiry date 01 Jan 2021

Note: It is very important you indicate the type of each document and expiry date as per sample above.

SUBMISSION/COLLECTION OF DOCUMENTS

If you have expiring documents, you **MUST** start renewal of such documents immediately.

For our planning purposes, kindly indicate as well your next readiness.

If you have further queries, please contact your **CO/SCO/CM** and we will be happy to assist.

SUBMISSION/COLLECTION OF DOCUMENTS

You are required to submit your **Passport and Seaman's Book** to your Crewing Officer and/or SCO. As much as possible, we expect this to be done right **after NEGATIVE result** of your RT PCR test is attained and before you head back to your respective home / provinces after quarantine.

Debriefing will be done online.



ONSIGNERS

ONSIGNERS

NEW CREW

Please follow instructions to be given to you by the Recruitment Team.



ONSIGNERS

SYSTEM CREW

A booth is set up at the building grounds (lobby) where you will be attended by your Crewing Officer to collect your **Passport** and **Seaman's Book**, and any other document required.



ONSIGNERS

SYSTEM CREW

PLEASE REFER TO **SUBMISSION/COLLECTION OF DOCUMENTS PAGE** FOR INFORMATION.

ONSIGNERS

SYSTEM CREW

■ The following transactions will be done **ONLINE**.

1 Pre-employment Medical (PEME) referral - Please make sure to meet the schedule as clinics have a quota in number of crew per day as their clinic protocol.

2 RT-PCR (swab) Test referral - Please make sure to meet this schedule as clinics have a quota in number of crew per day as their clinic protocol.

3 Pre-departure Orientation Seminar (PDOS)

4 Training referrals

PRE-JOINING FORMALITIES



PRE-JOINING FORMALITIES

CONTRACTS/AGREEMENTS

Crewing Officers will give you instructions on this matter.



PRE-JOINING FORMALITIES

WORKING GEARS/ PPE

CSS staff in-charge will give you instructions on when to collect these items.



PRE-JOINING FORMALITIES

PRE-JOINING & COVID-19 BRIEFINGS

These will be done **online**. Briefing packs and guides will be sent by email ahead of dispatch. Seafarer will acknowledge receipt or send sign sheet by email. Printed copies will be handed on dispatch.



**THANK YOU FOR YOUR ATTENTION
AND COOPERATION!**

FROM WSBMI FAMILY

**”MAHALAGA ANG
HANAPBUHAY PERO
MAS MAHALAGA
ANG BUHAY”**