



Chittagong Port Authority
Office of Terminal Manager

No. TM/G/Coronavirus/2020/1012

Date: 23/03/2021

To,
The Chairman,
Bangladesh Shipping Agents Association
Chamber House (2nd Floor), 38, Agrabad C/A,
Chittagong-4100.

Subject: Regarding compliance of “No Mask No Service” policy by all the shipping agent employees’ as directed by The Government of the People's Republic of Bangladesh and to properly follow the below instruction in order to prevent the transmission of Coronavirus (COVID-19).

Source: This department’s letter of same number, Dated: 08/04/2020, 12/04/2020, 16/04/2020, 20/04/2020, 24/04/2020, 26/04/2020, 28/04/2020, 02/05/2020, 06/05/2020, 11/05/2020, 15/05/2020, 28/06/2020, 15/07/2020, 09/08/2020, 25/08/2020, 16/09/2020, 29/09/2020, 01/10/2020, 12/10/2020, 25/11/2020, 29/11/2020.

For your kind awareness and for taking necessary steps concerning the above-mentioned matter it is being informed that, it has become indispensable for all the employees working under Shipping Agents in Chattogram Port to comply with “No Mask No Service” policy adopted by The Government of the People's Republic of Bangladesh and to follow the instructions from the Department of Shipping to prevent the transmission of Coronavirus (COVID-19).

In these circumstances, it is strongly advised to follow the below instructions to prevent the transmission of Coronavirus (COVID-19):

1. No one will be provided with any services without wearing masks according to the instruction enforced by The Government of the People's Republic of Bangladesh in order to minimise the transmission of Coronavirus (COVID-19). Moreover, arrangements for monitoring have to be made to ensure whether the continuously arriving employees and staffs of your members inside the CPA jetty are following the mentioned instructions properly.
2. Please properly follow paragraph no. 9.5, 9.6 and 9.11 of the circulars issued by Department of Shipping and kindly arrange / supply of all the necessary items and equipment in order to comply with the paragraph no. 9.5, 9.6 and 9.11.
3. In case of any event of suspicion regarding Coronavirus (COVID-19) take necessary steps after contacting Port Health Officer, Dr. Md. Motahar Hossain, Mobile no. 01715487489.

4. All shipping agents have to ensure well-being of their employees working inside port area and all officers'/crews posted at ships by measuring their body temperature. If any officer/crew is found with temperature more than usual or falls sick, necessary steps have to be taken by contacting the Port Health Officer, *Dr. Md. Motahar Hossain* (Mobile: 01715487489).
5. All employees/crews working at ships will wear masks and gloves.
6. All employees/crews working at ships will refrain from shaking hands and hugging.
7. All shipping agents have to ensure supply of adequate number of gloves, masks, water, soaps, hand sanitizers etc. for their employees and crews posted at ships. In case of on-board operation, make necessary arrangements for monitoring in order to ensure the terminal operators, berth operators and ship handling operators are following the above-mentioned instructions.
8. Quarantined people have to refrain from getting in contact with their friends and family. Assistance have to be provided to the people returning from abroad to ensure completion of their 14 days of quarantine.
9. Please periodically instruct associated everyone to comply with the directives issued by WHO, Ministry of Health, its subordinate organisations and City Corporation to prevent Coronavirus (COVID-19).

The circular of Department of Shipping has already been sent via email. It is being expressly requested to follow all the previous directives issued in phases to prevent the transmission of Coronavirus (COVID-19).

Asst. Terminal Manager (Administration)
On behalf of - Terminal Manager
Chittagong Port Authority