



Mandate

The **Bureau of Quarantine (BoQ)** under the Department of Health (DOH), with the category of a first-class line bureau, shall have a nationwide scope of function and international commitment in accord with the International Health Regulations (IHR) of the World Health Organization (WHO).

The Bureau is authorized to promulgate rules and regulations (apprehension, detention or surveillance) as necessary to prevent the introduction, transmission or spread of "public health emergencies of international concern" from foreign countries into the Philippines.

Jurisdiction and Functions of the Bureau

The examination at ports of entry and exit in the Philippines of incoming and outgoing vessels and aircraft,

The necessary surveillance over their sanitary conditions, as well as over their cargoes, passengers, crews, and all personal effects, and

The issuance of quarantine certificates, bills of health, or other equivalent documents shall be vested in and be conducted by the Bureau.

This Bureau shall have authority over incoming and outgoing vessels both domestic and foreign, including those of the army and navy, their wharfage and anchorage, and over aircraft and airports, insofar as it is necessary for the proper enforcement of the provisions of this Act.

Republic of the Philippines
Bureau of Quarantine
Department of Health

01 June 2017

MEMORANDUM CIRCULAR No. 2017- 02

TO : ALL STATION CHIEFS, CONCERNED GOVERNMENT AGENCIES, SHIP OPERATORS, SHIPPING AGENTS AND OTHERS CONCERNED

SUBJECT : Revised Policy on Vessel Inspection and the Issuance of Sanitation Certificate

I. AUTHORITY

Republic Act 9271 "Quarantine Act of 2004"

II. REFERENCE:

- A. International Health Regulation 2005 2nd edition
- B. Handbook for Inspection of Ships and Issuance of Ship Sanitation Certificates
- C. Guide to Ship Sanitation 3rd edition
- D. International Medical Guide for Ships 3rd edition

III. PURPOSE:

This Memorandum Circular prescribes policies in the conduct of ship inspection and ship sanitation certificate issuances for all vessels conforming to the standards and measures of World Health Organization Handbook for Inspection and Issuance of Ship Sanitation Certificates of 2011 in the prevention and control of public health risks onboard ships.

IV. VALIDITY OF SHIP SANITATION CERTIFICATE:

- A. Ship Sanitation Control Exemption Certificate (SSCEC) – 6 months
- B. Ship Sanitation Control Certificate (SSCC) – 6 months
- C. Extension of SSCEC/SSCC – 30 days

V. SCOPE:

This Memorandum Circular applies to all vessels, both domestic and foreign, including government vessels and the military, calling at any port(s) in the country.



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VI. DEFINITION OF TERMS:

For the purpose of this Circular, the following words and phrases shall be defined as:

Ship Sanitation Certificate (SSC) – a document issued by the Bureau of Quarantine that validates a ship's compliance with quarantine rules specified in Article 39 of the International Health Regulations (2005). The certificate serves as proof that the ship is free of sources of infection and contamination at the time of inspection, and is valid for 6 months.

Ship Sanitation Control Certificate (SSCC) – a certificate issued when evidence of a public health risk, including sources of infection and contamination, was detected on board and the required control measures have been satisfactorily completed.

Ship Sanitation Control Exemption Certificate (SSCEC) – a certificate issued when no evidence of a public health risk is found on board and the ship is free from infection and contamination, including vectors and reservoirs at the time of inspection.

Extension of Ship Sanitation Certificate – extends the validity of SSCEC and SSCC for a period of one month and is issued when inspection or control measures cannot be carried out at the port.

Maritime Declaration of Health (MDH) - a document that ascertain the health status on board before arrival at port and is signed and submitted by the master of a ship to the health authorities to obtain health clearance.

Evidence report form – use to document evidence of public health risks found during an inspection, and the prescribed control measures or corrective actions to be applied; an attachment to Ship Sanitation Control Certificate (SSCC) for reference of next port of destination of vessel.

Disinsection – the operation in which measures are taken to kill the insect vectors of human disease present in carriers and containers.

Disinfection – the procedure whereby measures are taken to control or kill infectious agents on a human or animal body, on surface or in or on baggage, cargo, containers, conveyances, goods and postal parcels by direct exposure to chemical or physical agents.

Deratting – the procedure of eradicating rats and other rodents.

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Decontamination – the procedure whereby health measures are taken to eliminate an infectious or toxic agent or matter on a human or animal body surface, in or on a product prepared for consumption or on other inanimate objects, including conveyances, that may constitute a public health risk.

Public health emergency of international concern (PHEIC) - an extraordinary event that is determined, as provided in the International Health Regulations (2005):

- To constitute a public health risk to other states through the international spread of disease; and
- To potentially require a coordinated international response

Public health risk - a likelihood of an event that may affect adversely the health of human populations, with an emphasis on one that may spread from one port to another and internationally or may present a serious and direct danger.

Free Pratique – permission for a ship to enter a port, embark or disembark, discharge or load cargo or stores.

Public health risk control measure – control measures include actions that can be taken to reduce the potential of exposure to the hazard, or the control measure could be to remove the hazard or to reduce the likelihood of the risk of the exposure to that hazard being realized.

"Ship" or "Vessel" – may be used interchangeably shall mean any type, class or kind of floating water craft or artificial contrivance used for water transport for travel and/or trade.

VII. ROLES AND RESPONSIBILITY:

A. Role of Bureau of Quarantine as competent authority

1. Responsible for surveillance and monitoring of baggage, cargo, containers, conveyances, goods, postal parcels and human remains departing and arriving from affected areas to ensure that they are free from sources of infection or contamination, including vectors and reservoirs;
2. Ensure that facilities used by travellers at points of entry are maintained in a sanitary condition and are kept free from sources of infection or contamination, including vectors and reservoirs;

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3. Responsible for supervising any deratting, disinfection, disinsection or decontamination of baggage, cargo, containers, conveyances, goods, postal parcels and human remains, or sanitary measures for persons;
 4. Advise and supervise conveyance operators of their intent to apply control measures to a conveyance, and shall provide, where available, written information concerning the methods to be employed;
 5. Responsible for supervising the examination, removal and safe disposal of any contaminated water or food, human or animal dejecta, wastewater and any other contaminated matter from conveyance;
 6. The Bureau of Quarantine will authorize and delegate inspecting officers responsible for the following:
 - a. Assess public health risks (including effectiveness of systems implemented to control risks) by direct observation and by measurement with testing and sampling equipment;
 - b. Understands manner of public health risks from microbiological, chemical and radiological agents that affect human health and can be transmitted to individuals via other individuals, food, air, water, waste, vectors, fomites and the environment;
 - c. Understands procedures for notification, assessment and response with regard to public health events on board.
- B. Role of conveyance operator and master of vessel**
1. Role of conveyance operator
 - a. Comply with health measures recommended by WHO and RA 9271 or Quarantine Act of 2004;
 - b. Inform travellers of the health measures recommended by WHO and RA 9271 or Quarantine Act of 2004;
 - c. Keep conveyances free from sources of infection or contamination, including vectors and reservoirs. If evidence is found, application of measures to control sources of infection and contamination is required;
 - d. Facilitates inspections of cargo, containers and conveyance; medical examinations of persons on board; application of other

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health measures under these regulations; provision of relevant public health information;

- e. Maintain that the original ship sanitation certificate shall always be in file onboard the vessel.

2. Role of master of vessel

Ensure that any cases of illness indicative of an infectious disease or evidence of a public health risk on board are relayed to the Bureau of Quarantine at least 48 hours prior to arrival for international vessels and immediately for domestic vessels.

C. Role of Other Government Maritime Regulatory Agencies (e.g. MARINA, Philippine Coast Guard, etc.)

1. Ensure that a valid Ship Sanitation Certificate is included as a required statutory document during their annual certification/registration;
2. Responsible for checking of a valid Ship Sanitation Certificate onboard the vessel during their onboard inspection;
3. Remind vessel operators/master of vessel of strict compliance of SSC for prevention of Public Health Event in their vessels.

VIII. MEASURES AND OPERATIONAL PROCEDURES FOR SHIP INSPECTION AND THE ISSUANCE OF SHIP SANITATION CERTIFICATE:

A. Communication between master of vessel, thru the vessel representative, and port health authority

1. Notice of request at least 48 hours prior to arrival
2. Submission of BOQ's request form for vessel inspection and SSC issuance
3. Preparation of pertinent documents required for vessel inspection
4. Identification of vessel officer available in the conduct of vessel inspection

B. Communication from port health authority to port operator and master of vessel

1. Compliance with security and safety regulations at port
2. Compliance with security and safety regulations on vessel
3. Confer with the master of vessel the procedures of inspection to be conducted as provided for by WHO Handbook on Ship Inspection and Issuance of Ship Sanitation Certificates of 2011.

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- C. On-site Inspection of vessel (from clean areas to dirty areas)
 - 1. Discussion with master of vessel of the logical procedures in the conduct of inspection
 - 2. Documents review
 - 3. Taking of samples/evidences
 - 4. Consider safety and aseptic procedures and processes in clean areas
 - 5. Determination of public health risk through direct, confirmatory and scene inquiry
- D. Discussion of inspection results/findings with master of vessel (vessel's representative-for domestic)
- E. Application of control measures
 - Identify recommended practical/reasonable control measures and specific outcomes
- F. Issuance of Ship Sanitation Certificate (SSC)

IX. UNANNOUNCED OR RANDOM INSPECTION OF VESSEL:

- a. Ship Sanitation Certificate with attached Evidence Report Form
- b. With incidental physical findings during boarding formalities

X. FEES AND CHARGES:

The following fees and charges* shall be collected:

	LOCAL(Php)	FOREIGN (Php)
Ship Sanitation Control Certificate	1,500.00	2,000.00
Ship Sanitation Extension Certificate	1,000.00	1,500.00
Ship Sanitation Exemption Certificate		
Vessel 1000 tons or less	1,500.00	3,000.00
Vessel 1001 tons to 2000 tons	2,000.00	3,500.00
Vessel 2001 tons to 3000 tons	2,500.00	4,000.00
Vessel 3001 tons to 4000 tons	3,000.00	4,500.00
Vessel 4001 tons to 5000 tons	4,000.00	5,000.00
Vessel 5001 tons and above	5,000.00	6,000.00

***Administrative Order No. 2012-0015 dated 22 August 2012**



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XI. PENALTY CLAUSE:

A penalty as prescribed by Section 59 of RA 9271 shall be imposed upon the Master and/or vessel operator for any violation of this Memorandum Circular. Any officer/crew/port agent that hinders or intervenes in the performance of duties and responsibilities of BOQ inspectors shall be penalized accordingly.

XII. REPEALING CLAUSE:

All memorandum circulars, issuances or rules and regulations inconsistent herewith are hereby repealed, modified and amended accordingly.

XIII. EFFECTIVITY:

This Memorandum Circular shall take effect on 01 July 2017.


FERDINAND S. SALCEDO, MD, MPH, CESO IV
Director IV