



**OMA TOGO SARL**  
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# OMA TOGO CREW CHANGE PROCEDURES

PLEASE NOTE THESE PROCEDURES ARE CORRECT AS OF **11TH AUGUST 2020** BUT ARE SUBJECT TO CHANGE  
- PLEASE CHECK WITH OMA TOGO, WE WILL UPDATE THEM AS AND WHEN THERE ARE CHANGES.

## ALL TRAVELLERS HEADING TO LOMÉ MUST TO ENSURE THE FOLLOWING STEPS BEFORE DEPARTURE

- ◆ Undergo a COVID-19 test before departure from their country of origin and send the certificate to the local agent. This is compulsory and is required for authorisation to be transferred from the Airport to Port.
- ◆ Register online [www.voyage.gouv.tg](http://www.voyage.gouv.tg), complete the Health and Immigration Declaration form and pay the fee (online) for a COVID-19 test which will take place on arrival at Lomé Airport/LFW.
- ◆ Print out the electronic receipt containing a QR code which will be sent by email - this must be presented to the airline during check-in - without this electronic receipt, travellers will not be authorised to travel to Togo.

## ON-SIGNERS ARRIVING IN TOGO ARE REQUIRED TO:

- ◆ Undergo a COVID-19 PCR test on arrival in the laboratory located in the NEW terminal of the Gnassingbé Eyadema International Airport of Lomé.
- ◆ Prior to leaving the airport, all travellers must download on their mobile the contact & tracking App - TOGO SAFE.
- ◆ To make it easy to activate the TOGO SAFE app, all travellers will be provided with a local SIM card on arrival (It is compulsory that all seafarers travel with a smartphone).
- ◆ All seafarers must keep TOGO SAFE activated on their mobile phone during duration of stay in Togo.
- ◆ Failure to download the TOGO SAFE app will mean that travellers will be automatically quarantined on arrival in a monitoring facility set up by the Government. Travellers will be responsible for all associated costs.
- ◆ Once airport formalities are completed seafarers will be transferred directly from the Airport to the Port .
- ◆ The COVID-19 test results will be received by SMS and e-mail within 24 hours.
- ◆ On arrival in the Port, the port health authorities will carry out a temperature test and disinfect the service boat before boarding.
- ◆ Travellers who are tested positive may be placed under strict quarantine in a containment facility set up by the Government. The traveller must bear all associated costs
- ◆ All travellers are required to practice preventative measures (wearing a face mask, maintain social distancing of 2m, wash hands regularly).

## OFF-SIGNERS DEPARTING FROM TOGO ARE REQUIRED TO:

- ◆ The Master must send the passport copies and confirmation of flight details to the local agent 72 hours prior to departure date. OMA agency will advise the Authorities accordingly.
- ◆ OMA Agency will co-ordinate with the local Authorities to arrange the COVID-19 test that needs to be taken by all seafarers 72 hours prior to the flight departure.
- ◆ Seafarers must register online at [www.voyage.gouv.tg](http://www.voyage.gouv.tg) prior to disembarking the vessel, they must complete the Health and Immigration Declaration form and pay the fee (online) for the COVID-19 test.
- ◆ Seafarers must print out the electronic receipt containing the QR code.
- ◆ If payment can't be completed on-board, a copy of the Health & Immigration Declaration form (completed online prior to disembarking) can be emailed to OMA Agency who will arrange the payment.
- ◆ If a vessel is calling offshore Lomé port, a service boat will be required to disembark the seafarers from the vessel to the port to undergo the COVID-19 test. Tests can be done Monday to Friday from 9h00 am to 12h00 pm.
- ◆ On arrival in port, the port health authorities will carry out a temperature test and disinfect the service boat.
- ◆ Seafarers will take the COVID-19 test on the pier  
The service boat will return to the vessel to embark the seafarers who are advised to self-isolate on board awaiting the test results.
- ◆ OMA Agency will receive the test results from the molecular and virological biology laboratory (INH) within 24 hours and will send to the vessel by email.
- ◆ Travellers who are tested positive may be placed under strict quarantine in a containment facility set up by the Government until they test negative. The traveller must bear all associated costs.
- ◆ A service boat will be required to disembark seafarers from the vessel to the port on the date of departure.
- ◆ On arrival in port, the port health authorities will take a second temperature test and check the COVID-19 test result.
- ◆ The seafarers will be transferred directly to the Airport.  
All travellers are required to practice preventative measures (wearing a face mask, maintain social distancing of 2m, wash hands regularly).