

28 April 2021

**GUIDANCE ON PRE-FLIGHT MEASURES –
BASIC HEALTH ASSESSMENT OF PASSENGERS**

This circular provides guidance to air operators on the conduct of the basic health assessment of passengers, required in CAAS Directives 9/2020 and 10/2020 (“Directives”). This circular amends CAAS Circular 2020/46 issued on 9 December 2020 to update on the conduct of the basic health assessment of passengers.

2 The Directives require each air operator to conduct a pre-flight basic health assessment of passengers for each flight, including asking every passenger three specified health questions. The air operator should record the responses to these questions of each passenger in English, and include such information pertaining to each passenger that would allow he or she to be identified if necessary.

3 As each passenger is currently required to submit an electronic Singapore Arrival Card with Health Declaration (“eHDC”) via the SG Arrival Card (SGAC) e-Service¹ (which includes the three specified questions required by the Directives to be asked) for entry into Singapore, a passenger may respond to the three specified questions by showing the air operator a copy of his or her eHDC submitted via SGAC e-Service during check-in (refer to the *Annex* for samples of eHDC). In such instances, the air operator should check that –

- (a) the date of eHDC submission is within three days prior to the date of arrival in Singapore; and
- (b) the identification details of the passenger correspond to the details in the eHDC.

Refer to the *Annex* for further details.

4 Before boarding, the air operator should require its passengers to inform the air operator if there is a change in his or her health condition after the basic health assessment was made. Air operators are reminded not to board any passenger whose response to any of the specified questions is “YES”, or whose health condition has changed such that the response to any of the specified questions would be “YES”.

¹ As available at <https://eservices.ica.gov.sg/sgarrivalcard>

5 Each air operator should keep records of the passengers' responses to the three specified questions, including a note as to how the response was given (such as verbally, sighting of the eHDC or by written means), for a minimum of four weeks.

6 Air operators are required to furnish CAAS with the necessary information and evidence of their implementation of the basic health assessment upon request by CAAS.

Alan Foo
Senior Director (Safety Regulation Group)
Civil Aviation Authority of Singapore
[no signature required]

Annex

A. Sample of eHDC for Singapore Citizens, Permanent Residents and Long-term pass holders (correct as of 24 April 2021)

Dear Sir/Madam (*****123A),

You have successfully submitted your arrival information and health declaration to the Immigration & Checkpoints Authority on 03/02/2021 14:59 (Singapore Time).

WHAT YOU NEED TO DO

1

- It is important to update and resubmit your declarations if you subsequently visit a hospital, have contact with a COVID-19 case or if there is any change in your health status or travel history prior to your arrival in Singapore. Providing false or misleading health and travel declarations is an offence under Section 64(b) of Singapore's Infectious Diseases Act. You can do so via this [link](#).
- Present this email (hardcopy or electronic copy) to the immigration officer during arrival clearance.
- For Singapore-based Singapore Citizens, Permanent Residents or Long-Term Pass holders returning after the Fast Lane/Reciprocal Green Lane travel, please present the Letter of Invitation earlier issued by the foreign host country to our immigration officer for arrival clearance.
- Serve a Stay-Home Notice (SHN) upon arrival in Singapore. A copy of the Stay-Home Notice (SHN) and its requirements is enclosed for your reference.
- The Stay-Home Notice (SHN) attached in this email is not applicable to you if you are a SafeTravel Pass holder, driving buses or conveying cargo into Singapore, air crew member of a Singapore carrier on duty, or signing-on/off ships' crew.

YOUR SUBMISSION DETAILS

2

NRIC/FIN	*****123A
Mobile Number	123456789
Email Address	JOHNDOE@ABC.COM
Accommodation	SHN DEDICATED FACILITY
Date of Arrival to Singapore	03/02/2021
Have you travelled to Africa or South America in the 6 days prior to your arrival in Singapore?	NO
Please indicate all countries/regions that you have been in (including the country/region of embarkation) or travelled to, including transit and stopover, in the last 14 days prior to your arrival in Singapore.	MALAYSIA,JOHOR,JOHOR BAHRU
Do you have any of the following symptoms: fever, cough, runny nose, sore throat, loss of sense of smell or shortness of breath?	NO
Are you diagnosed or suspected to have COVID-19 infection in the past 21 days?	NO
Did you have contact with any case of COVID-19 in the last 14 days?	NO
Do you have any critical medical conditions (e.g. cancer, heart diseases, stroke) or do you require help to carry out your daily activities (e.g. eating, bathing, dressing) or are you prone to falls?	NO

3

Immigration & Checkpoints Authority (ICA)
Website: www.ica.gov.sg
Facebook: [fb.com/Immigration.Checkpoints.Authority](https://www.facebook.com/Immigration.Checkpoints.Authority)

For Singapore Citizens, Permanent Residents and Long-term Pass holders² who choose to respond to the air operator's basic health assessment with his/her eHDC, the air operator should do the following:

1. Check that the date of eHDC submission is within three days prior to the date of arrival in Singapore.
2. Check that the last four digits of the passenger's NRIC/FIN matches the last four digits shown on the eHDC. The passenger can show his/her NRIC/FIN with the either of the following documents which should be produced by the passenger to airline staff at check-in at the point of departure:
 - (i) Passport
 - (ii) National Registration Identification Card (NRIC)
 - (iii) Approval letter of entry (for Long-term pass holders only)³
3. Record the passenger's responses to the three specified questions.

² Long-term Pass (LTP) holders include work pass holders, Long-Term Visit Pass (LTVP) holders, Student Pass (STP) holders and those who have been granted In-Principle Approval (IPA) for a LTP.

³ As stated in Circular 2020/25, LTP holders must produce an approval letter of entry by either the Immigration & Checkpoints Authority (ICA), the Ministry of Manpower (MOM) or the Ministry of Education (MOE).

B. Sample of eHDC for Foreign Visitors (correct as of 24 April 2021)

Dear JOHN DOE,

You have successfully submitted your arrival information and health declaration to the Immigration & Checkpoints Authority on 02/02/2021 13:37 (Singapore Time).

WHAT YOU NEED TO DO

1

- It is important to update your submission if you subsequently visit a hospital, have contact with a COVID-19 case or if there is any change in your health status or travel history prior to your arrival in Singapore. Providing false or misleading health and travel declarations is an offence under Section 64(b) of Singapore's Infectious Diseases Act. You can do so via this [link](#) with your DE No: Z1234A1234
- Present this email (hardcopy or electronic copy) to the immigration officer during arrival clearance.
- Serve a Stay-Home Notice (SHN) upon arrival in Singapore. A copy of the Stay-Home Notice (SHN) and its requirements is enclosed for your reference.
- The Stay-Home Notice (SHN) attached in this email is not applicable to you if you are a SafeTravel Pass holder, driving buses or conveying cargo into Singapore, air crew member of a Singapore carrier on duty, or signing-on/off ships' crew.

YOUR SUBMISSION DETAILS



DE No	Z1234A1234
Full Name (In Passport)	JOHN DOE
Passport Number	****123
Mobile Number	123456789
Email Address	JOHNDOE@ABC.COM
Accommodation	SHN DEDICATED FACILITY
Date of Arrival to Singapore	02 Feb 2021
Have you travelled to Africa or South America in the 6 days prior to your arrival in Singapore?	NO
Please indicate all countries/regions that you have been in (including the country/region of embarkation) or travelled to, including transit and stopover, in the last 14 days prior to your arrival in Singapore.	INDONESIA,EAST JAVA,SURABAYA
Do you have any of the following symptoms: fever, cough, runny nose, sore throat, loss of sense of smell or shortness of breath?	NO
Are you diagnosed or suspected to have COVID-19 infection in the past 21 days?	NO
Did you have contact with any case of COVID-19 in the last 14 days?	NO

2

3

Do you have any critical medical conditions (e.g. cancer, heart diseases, stroke) or do you require help to carry out your daily activities (e.g. eating, bathing, dressing) or are you prone to falls?	NO
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The SG Arrival Card is only valid for one time use on the expected date of arrival indicated above. Please also note that the SG Arrival Card is not a visa, and the use of the SG Arrival Card e-Service is free of charge.

Thank you for using the SG Arrival Card! We wish you a pleasant visit to Singapore.

Immigration & Checkpoints Authority (ICA)

Website: www.ica.gov.sg

Facebook: [fb.com/Immigration.Checkpoints.Authority](https://www.facebook.com/Immigration.Checkpoints.Authority)

For foreign visitors who choose to respond to the air operator's basic health assessment with his/her eHDC, the air operator should do the following:

1. Check that the date of eHDC submission is within three days prior to the date of arrival in Singapore.
2. Check that the full name and the last four digits of the passport number of the passenger as shown in his/her passport match with that shown on the eHDC.
3. Record the passenger's responses to the three specified questions.