



Civil Aviation Authority of Singapore

## CAAS Circular 18/2022 Rev 4

10 May 2022

### COVID-19 MEASURES FOR CREW OF FOREIGN AIR OPERATORS

This Circular provides information on the implementation of the requirements stipulated in CAAS Directive No. 4/2022 (“the Directive”) and updates the list of designated crew accommodation. This Circular supersedes CAAS Circular 18/2022 Rev 3 issued on 23 April 2022.

#### Definition of “COVID-19 test”

2 Pursuant to the definition of “COVID-19 test” in paragraph 11 of the Directive, the Director-General of Civil Aviation (“DGCA”) has specified that, for the purpose of paragraph 4(b) of the Directive, a COVID-19 test is any test that tests for presence of a COVID-19 infection.

#### Application for crew layover

3 A foreign air operator may lay over its crew in Singapore if the layover is permitted by the Director-General of Civil Aviation (“DGCA”), for such period as he may specify.

4 A foreign air operator may apply for a permission for its crew to lay over in Singapore. The application for layover may be sent to [CAAS\\_FS\\_FOS@caas.gov.sg](mailto:CAAS_FS_FOS@caas.gov.sg) at least 3 working days prior to the intended date of the initial layover flight to Singapore. A foreign air operator can only lay over its crew in Singapore under the Vaccinated Foreign Crew Layover regime, or the Non-Vaccinated Foreign Crew Layover regime, but not both. Therefore, the foreign air operator must include in its application a declaration of its commitment to adhere to the conditions stipulated in paragraphs 6 to 9, in the case of the Vaccinated Foreign Crew Layover regime, or paragraph 10, in the case of the Non-Vaccinated Foreign Crew Layover regime, of this Circular.

5 A foreign air operator that has an approval to lay over its crew in Singapore given before 1 April 2022 by the DGCA under paragraph 13 of Directive No. 10/2020 and is in force on that date (“the first-mentioned approval”), should indicate to CAAS as soon as possible on which crew layover regime it intends to apply for. That foreign air operator will

be deemed to have been given permission under paragraph 7(2) of the Directive to lay over its crew under the Non-Vaccinated Foreign Crew Layover Regime, and must comply with the conditions in paragraph 10, pending a new permission to replace the first-mentioned approval.

### **Vaccinated Foreign Crew Layover Regime**

6 There are no restrictions on movement for fully vaccinated crew members of a foreign air operator that is permitted pursuant to paragraph 7(2) of the Directive to lay over its fully vaccinated<sup>1</sup> crew members in Singapore under the Vaccinated Foreign Crew Layover regime. However, the foreign air operator must comply with the following conditions specified by the DGCA –

- (a) ensure that its crew members –
  - (i) are fully vaccinated;
  - (ii) have no travel history to any country or region classified under the Restricted Category by the Singapore Ministry of Health in the past 7 days;
- (b) produce, when requested by CAAS, proof of vaccination of a crew member who had laid over in Singapore<sup>2</sup>.

7 The DGCA will progressively allow foreign air operators to accommodate its crew members at a crew accommodation of their choice under the Vaccinated Foreign Crew Layover regime. A foreign air operator applying for permission to lay over its crew under the Vaccinated Foreign Crew Layover regime will need to provide information to CAAS to demonstrate that it has the necessary processes in place to meet the requirement in paragraph 6(a) above. Such information can include, for example, crew circulars and other internal procedures. When satisfied, CAAS may grant permission for such a foreign air operator to lay over its crew at a crew accommodation of the operator's choice.

8 With regard to a foreign air operator that has already been given permission to lay over its crew in a designated crew accommodation under the Vaccinated Foreign Crew Layover regime, CAAS will carry out additional assessments to verify the foreign air operator's processes before allowing it to lay over its crew in a crew accommodation of its choice. The foreign air operator need not make any application for this purpose.

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<sup>1</sup> "fully vaccinated" means vaccinated against a COVID-19 infection in accordance with the criteria specified in [www.safetravel.ica.gov.sg/health/vtsg#acceptedvaccines](http://www.safetravel.ica.gov.sg/health/vtsg#acceptedvaccines).

<sup>2</sup> The proof of vaccination, which can be kept by the air operator or the crew member, must be provided to CAAS upon request.

9 A foreign air operator that is approved to lay over its crew under the Vaccinated Foreign Crew Layover Regime must not layover any unvaccinated or partially vaccinated crew in Singapore.

### **Non-Vaccinated Foreign Crew Layover Regime**

10 The DGCA has specified, pursuant to paragraph 7(3) of the Directive, that a foreign air operator that is approved to lay over unvaccinated or partially vaccinated crew members in Singapore must comply with the following conditions<sup>3</sup> –

- (a) ensure that its crew use the most direct route from the immigration facilities to the designated transport pick up area, and vice versa for their departure flight;
- (b) ensure that its crew do not enter any retail premises, make any purchase at a vending machine or change currency in the landside areas within the airport and Jewel Changi Airport;
- (c) to accommodate its crew members at a designated crew accommodation during their layover in Singapore;
- (d) ensure that its crew members remain in his or her respective assigned room at the crew accommodation at all times, except when use of crew lounge is allowed by the operator of the designated crew accommodation, and use of the crew lounge is in accordance with such conditions established by the operator of the designated crew accommodation;
- (e) ensure that its crew members are transported directly from the airport to the designated crew accommodation by a designated transport provider upon arrival in Singapore, and vice-versa when departing Singapore. Crew arriving at Changi Airport Terminal 3 and laying over at Crowne Plaza Changi Airport may walk to the hotel.

### **Designated crew accommodation**

11 The DGCA has designated the following as a designated crew accommodation:

Crowne Plaza Changi Airport  
75 Airport Boulevard, #01-01  
Changi Airport, Singapore 819664  
Tel: +65 6823 5300 / 1800 787 1221  
Email: [SINCP@ihg.com](mailto:SINCP@ihg.com)

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<sup>3</sup> These conditions were previously contained in Directive No. 10/2020.

Holiday Inn Singapore Orchard City Centre

(This hotel will **not be** accepting unvaccinated or partially vaccinated foreign crew from 11 May 2022, 2359hrs)

11 Cavenagh Road, Singapore 229616

Tel: +65 6733 8333

Email: [airlines.hisocc@ihg.com](mailto:airlines.hisocc@ihg.com)

Carlton Hotel (S) Pte Ltd

76 Bras Basah Road, Singapore 189558

Tel: +65 6311 8470 / 9455 0880

Email: [groupcrew.operations@carltonhotel.sg](mailto:groupcrew.operations@carltonhotel.sg)

## **Designated transport provider**

12 The DGCA has designated the following as a designated transport provider:

Woodlands Transport Service Private Limited

Tel: +65 9656 6258 / 8186 8227

Email: [airportshuttleha@woodlandstransport.com.sg](mailto:airportshuttleha@woodlandstransport.com.sg)

Sava Leisure Private Limited

Tel: +65 9455 8268 / 9005386

Email: [asokh@savaleisure.com.sg](mailto:asokh@savaleisure.com.sg) / [vidya@savaleisure.com.sg](mailto:vidya@savaleisure.com.sg) / [booking@savaleisure.com.sg](mailto:booking@savaleisure.com.sg)

Big S' Holiday Private Limited

Tel: +65 9030 0058 / 9767 8509

Email: [kfoo@toureast.net](mailto:kfoo@toureast.net) / [jgoh@toureast.net](mailto:jgoh@toureast.net) / [bookings@bigsholiday.com](mailto:bookings@bigsholiday.com)

Luxury Coach Service

Tel: +65 9488 8070 / 8161 4579

Email: [coachops@luxurycoach.com.sg](mailto:coachops@luxurycoach.com.sg) / [eric@luxurycoach.com.sg](mailto:eric@luxurycoach.com.sg) or [eric\\_luxury@yahoo.com.sg](mailto:eric_luxury@yahoo.com.sg)

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