



Civil Aviation Authority of Singapore

## CAAS Circular 18/2022 Rev 2

12 April 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 conditions of the Vaccinated Foreign Crew Layover regime. This Circular supersedes CAAS Circular 18/2022 Rev 1 issued on 1 April 2022 with immediate effect.

#### 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 a COVID-19 test is:

- (a) for the purpose of paragraph 4(b) of the Directive, any test that tests for presence of a COVID-19 infection;
- (b) for the purpose of paragraph 6(a)(ii) of this Circular, any test specified in **Annex A**. The COVID-19 test result must meet the requirements in **Annex B**.

#### 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 The crew members of a foreign air operator that is permitted pursuant to paragraph 7(2) of the Directive to lay over fully vaccinated<sup>1</sup> crew members in Singapore under the Vaccinated Foreign Crew Layover regime are not subjected to any movement restriction, provided that that foreign air operator complies with the following conditions specified by the DGCA –

- (a) ensure that its crew members –
  - (i) are fully vaccinated;
  - (ii) obtain a negative COVID-19 test result within 2 days before departing on each flight to Singapore;
  - (iii) has 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 and COVID-19 test results of a crew member who had laid over in Singapore<sup>2</sup>.

*Note: The requirement in sub-paragraph (a)(ii) on pre-departure testing is being reviewed. Should it be revised, the conditions in paragraph 6 will be adjusted accordingly.*

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. From 12 Apr 2022, a foreign air operator applying for permission to lay over its crew under the Vaccinated Foreign Crew Layover regime will need to provide

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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 and COVID-19 test result, which can be kept by the air operator or the crew member, must be retained for a minimum of 4 weeks, and be provided to CAAS upon request.

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.

9 A foreign air operator who 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

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

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)

Holiday Inn Singapore Orchard City Centre

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)

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

## ANNEX A

Below is a non-exhaustive list of accepted COVID-19 tests based on guidelines by the Singapore Ministry of Health (MOH).

Test Type	Sample Source	Status	Modality
PCR test	All	Allowed, all sample types	Professionally administered <sup>4</sup>
RT-PCR Test			
NA-PCR Test			
NAAT PCR Test			
SARS Cov 2 PCR Test			
Rapid PCR test			
LAMP Test			
NAAT Test (all types)			
SARS Cov 2 Rapid Test			
Antigen			

**Note:** A serology test by blood sample is not an accepted COVID-19 test.

<sup>4</sup> The COVID-19 test has to be performed by a trained professional (e.g. a medical professional or a Government recognised trained professional).

<sup>5</sup> Refer to <https://go.gov.sg/remote-art-overseas-sg> for a list of approved remotely supervised ART providers. This service is currently only available to Singapore Citizens, Permanent Residents and Work Pass Holders (including Long Term Pass Holders) situated overseas.

## COVID-19 TEST RESULT REQUIREMENTS

The COVID-19 test result must meet the following requirements:

- (a) in the case of a COVID-19 Polymerase Chain Reaction (“PCR”) test, is taken at and issued by an internationally accredited or recognised laboratory, clinic or medical facility specified on the internet website of the Singapore Ministry of Health (“MOH”) at <https://www.moh.gov.sg/covid-19/statistics/accreditation-bodies-for-covid-19-testing>;
- (b) in the case of an Antigen Rapid Test (“ART”), is:
  - (i) administered by a trained professional, including a medical professional or government-recognised trained professional in the country or region of departure; or
  - (ii) self-administered test that is remotely supervised by an approved ART provider in Singapore;
- (c) in the case of any other COVID-19 test, is administered by a trained professional, including a medical professional or government-recognised trained professional in the country or region of departure;
- (d) is in the English language and not handwritten; and
- (e) states:
  - (i) the test result;
  - (ii) the date that the test was taken; and
  - (iii) the name of the crew member as stated in the passport and at least one other personal identifier such as the date of birth or passport number.