



**International Border Health
Health Protection Agency
Ministry of Health, Republic of Maldives**

PORT HEALTH – SEAPORT WORK FLOW DETAILS

INWARD HEALTH CLERANCE:

Pre-Arrival Documents to be submitted:

1. Vessel Estimated Time of Arrival (ETA Notice).
2. Copy of the Last 10 Port of Call.
3. I.M.O Crew / Passenger list.
4. Valid Ship Sanitation Certificate (SSCC/SSCE) copy.
5. Medicine list or Medicine Chest certificate copy.
6. Yellow fever vaccination list. *(If the vessel is arriving directly from a Yellow Fever endemic country).*
7. Ship particulars.
8. Veterinary Health Certificate. *(If the vessel is importing a live animal or bird) & (Vaccination Certificate copy is required if there is a pet onboard).*

If the pet is prohibited by the Maldives Law, must submit the copy of special permission granted letter by MNDF.

Onboard Documents to be submitted:

1. Maritime Declaration of Health.
2. Reports on Rodent, Vector and Sanitary condition of vessel form.
3. Valid Ship Sanitation Certificate (SSCC/SSCE) copy.
4. Medicine list or Medicine Chest certificate copy.
5. Copy of the Last 10 Port of Call.
6. Refer container log sheet. *(If Reefer Containers are onboard)*

Steps to be completed and duration of the process:

1. Email the required pre-arrival documents to designated arrival Port Health unit within 12 (twelve) hours prior to arrival of the vessel to the Maldives. All Email must CC to Male' Seaport: porthealth.maleseaport@hpa.gov.mv
 - **Male' Seaport:** porthealth.maleseaport@hpa.gov.mv
 - **Hithadhoo Seaport:** porthealth.addu@hpa.gov.mv
 - **Kulhudhufushi Seaport:** porthealth.kulhudhuffushi@hpa.gov.mv
 - **Uligamu Seaport:** porthealth.uligamu@hpa.gov.mv
2. Where necessary, Port Health Officer shall conduct On-board inspection after required documents submitted and verified.
3. Before entering the port, vessel must have maritime signals for requesting clearance. *(During Day Q-Flag must be hoisted and During Night Red over White light must be visible)*
4. After obtaining the original copies of the "Maritime Declaration of Health" and "Reports on Rodent, Vector and Sanitary Condition of Vessel Form" with Ship Sanitation Certificate and Medicine Chest Certificate from the vessel, given that no further issues are identified health clearance "Free Pratique" shall be given.

5. Given that an issue has been identified, a “Restricted Pratique” shall be issued, necessary preventive actions shall be taken as per the laid rules and regulations.

OUTWARD HEALTH CLERANCE:

Documents to be submitted:

1. Outward Declaration of Health form (Form available at Port Health Unit/HPA Website)
2. General Declaration Form of Maldives Customs Services
3. Crew / Passenger List (Endorsed by Maldives Immigration)

Steps to be completed and duration of the process:

1. The application form and documents shall be submitted to Port Health Unit.
2. Outward health clearance shall be issued once verification of the documents are completed.
3. For the vessel to be granted outward health clearance, a valid ship sanitation certificate (SSCC/SSCE) is required.
4. Maldives Customs General Declarations and Crew/Passenger lists will be stamped “Outward Health Cleared” and will have a validity period of 24 hours.

APPLICATION AND RENEWAL OF SHIP SANITATION CERTIFICATES:

Documents to be submitted:

1. SSC Inspection REQUEST Form (Form available at Port Health Unit/HPA Website).
2. Ship Particulars
3. Current Ship Sanitation Certificate

Steps to be completed and duration of the process:

1. E-mail the application form and required documents to porthealth.maleseaport@hpa.gov.mv
2. The payment slip shall be issued after the submission of the completed application form along with required documents.
3. Payment of required service-fee to be completed ([Bandeyri portal link](#)).
4. Once the payment is completed, where necessary Port Health Officer shall on-board the vessel for a physical inspection.
5. Vessel inspection only will carry during day time between 08:00 – 16:00 hours.
6. The certificate shall be issued by the designated Port Health unit after the conduction of the necessary inspections and verification of required documents.

ISSUANCE OF MEDICINE CHEST CERTIFICATE:

Documents to be submitted:

4. MI-Medicine Chest Inspection Request Form (Form available at Port Health Unit/HPA Website).
1. Ship Particulars
2. Copy of medicine list and current medical chest certificate.

Steps to be completed and duration of the process:

1. Email the application form and required documents to porthealth.maleseaport@hpa.gov.mv

2. The payment slip shall be issued after the submission of the completed application forms along with other required documents.
3. Payment of required service-fee has to be completed ([Bandeyri portal link](#)).
4. Once payment is completed, Public Health Officer shall conduct an on-board inspection of the medicine chest on-board the vessel.
5. Vessel must have maintained medicine, medical supplies and equipment on vessels according to WHO international medical guide for ships (IMGS), 3rd Edition 2007, should possess a certificate for medical chest.

ISSUANCE OF CLEARANCE DOCUMENT FOR IMPORT AND EXPORT OF DEAD BODY AND HUMAN REMAINS:

Documents to be submitted:

1. DB-Application for Import and Export Human Remains Form (Form available at Port Health Unit/HPA Website).
2. Passport Copy or Travel document.
3. Copy of Death Certificate.
4. Medical Report and Police Report (If required).

Steps to be completed and duration of the process:

1. Email the application form and required documents to porthealth.maleseaport@hpa.gov.mv
2. The certificate will be issued by the designated Port Health unit, After verification of documents.
3. The certificate will be issued within 24 hours of application via online or physical.