



## **KADMAR SHIPPING EGYPT**

### **Crew Change Guideline**

**Country:** Egypt

**Ports:** All Egyptian Ports

#### **General Crew Change Requirements**

- Pre-notice of **72 hours in advance** is required to obtain the necessary approvals for embarking / disembarking crew members.
- Copies of **on-signers / off-signers' passports and seaman books** are required for arranging crew change formalities.
- **Egyptian visa on arrival** is granted subject to crew members holding valid seaman books. (US and European nationals may obtain visa on arrival even without seaman books, subject to applicable regulations.)
- Nearest arrival and departure airport: **Cairo International Airport.**
- Airlines reserve the right to refuse carriage of passengers who do not meet their travel requirements.
- Vessel must obtain **Free Pratique / Health Clearance** from the quarantine authorities to allow crew embarkation / disembarkation.
- Hotel accommodation can be arranged subject to room availability (single / double occupancy).
- For crew signing off, a **confirmed flight ticket** must be provided to the authorities to allow crew members' disembarkation.
- Crew change arrangements remain subject to immigration, port, and relevant authority approvals.

## Additional Requirements for Specific Nationalities

- **Indian and Pakistani crew members who do not hold a valid Seaman Book** are required to provide one of the following supporting documents for crew change formalities:
  1. **Valid and used Schengen Visa** (duly stamped).
  2. **Valid Seaman Passport.**
  3. **Valid GCC Residence Visa.**
  
- The above documents are required for verification and obtaining the necessary approvals from the relevant authorities prior to embarkation/disembarkation.
  
- Syrian / Yemeni / Bangladeshi / Libyan crew members may have certain restrictions for embarkation/disembarkation. Confirmation with authorities is required before arranging the crew change.

## Transportation Requirements

- Transportation providers shall comply with all applicable safety and security requirements.
  
- Vehicles used for crew transportation shall be maintained in proper condition.
  
- Drivers are not authorized to make unauthorized stops during transportation between airport / ports and vice versa.

## Medical Assistance

- Medical assistance can be arranged through a boarding doctor if required.
  
- Shore leave for visiting hospitals or clinics is subject to port and authority approvals.

## Crew Change While Transiting Suez Canal

- Quarantine and immigration authorities can be arranged to attend the vessel at **Suez / Port Said anchorage** for crew change procedures.
  
- Request for crew change during Suez Canal transit must be submitted to authorities **72 hours prior to vessel arrival.**
  
- Vessel shall transit the canal normally, and crew disembarkation arrangements will be completed at the appropriate side of the canal after obtaining all required approvals.

## Customs Instructions

As per Egyptian Customs Department regulations, the following items are not allowed as personal belongings. If found, items may be confiscated:

- VHF radios
- Tactical vests
- Holsters
- Spare parts
- Walkie-talkies
- Handcuffs
- Security equipment
- Digital cameras with GPS function
- Large quantities of medical products (Vitamins / Fish Oil, etc.)
- Sharp tools or knives
- Satellite phones
- Laser pens
- Drones (flying cameras)

Additional restrictions:

- Maximum **1 carton of cigarettes** and **1 bottle of alcohol** allowed.
- Maximum **1 laptop** allowed.
- Maximum cash allowance: **10,000 of any currency**.
- Maximum **1 kg of chocolate** allowed.

**Off-signers must inform KADMAR office prior to disembarkation if carrying any restricted items for proper guidance and action.**

## Contact Details

**After Office Hours – 24/7 Transit Desk:**

- Mr. Mahmoud El Kady (General Manager) // Mob No. +2012 2226 8016
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**Area Coverage:**

Suez Canal / Red Sea / Mediterranean Sea

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