

25 January 2021

Dear Enterprises

[UPDATED] FAST AND EASY TESTING FOR THE MARINE ¹ AND PROCESS ² SECTOR(INWARD-FACING)³

1. Since late-June 2021, the Fast and Easy Testing (“FET”) regime has been progressively rolled out for all higher risk sectors, including the Marine and Process sector. **With effect from 15 July 2021 onwards, all enterprises in the Marine and Process sector⁴ (“Enterprises”) must comply with the mandatory requirements set out in this updated notice. For avoidance of doubt, the mandatory requirements are specified in the paragraphs below prefaced with the words ‘[Mandatory]’.**

Background

2. The purpose of the FET regime is to further reduce the risk of transmission of COVID-19 in settings with unmasked clients, or where services are performed under prolonged and close contact with clients, or where there are frequent interactions with the community. Under the FET regime, enterprises are required to ensure that their employees and persons who work under their direction (e.g. contractors and subcontractors) undergo regular FET using the COVID-19 Antigen Rapid Test (“ART”), **regardless** of their vaccination or recovery status⁵. Self-employed persons working in these settings should also ensure that they adhere to the FET regime.
3. The FET regime and the mandatory requirements set out in this notice are imposed on Enterprises under the COVID-19 (Temporary Measures) (Control Order) Regulations 2020. Failure to comply with the requirements set out herein may result in prosecution and/or other enforcement action, including suspension/closure of operations⁶. Checks

¹ Marine sector covers Shipyards, Resident Contractors and Common Contractors as per the Ministry of Manpower’s (MOM)’s Marine Shipyard sector definition, and other companies under Singapore Standard Industrial Classification (SSIC) codes 28112, 28241, 30110, 30120

² Process sector covers both Association of the Process Industry (ASPRI) endorsed Process Construction & Maintenance (PCM) companies and relevant Petroleum/Petrochemicals and other Chemical facilities (collectively known as E&C plant owners/facilities)

³ Refer to Annex A for the definition of border and inward-facing workers

⁴ Enterprises include self-employed persons, stall holders and hawker business owners.

⁵ **[Updated as of 1 January 2022]** All individuals, including those who (a) are fully vaccinated with an approved COVID-19 vaccine, (b) have recovered from a COVID-19 infection, or (c) are certified by a medical practitioner to be medically ineligible to be vaccinated against COVID-19, are required to comply with the FET Requirement. Only individuals who have fully recovered from a COVID-19 infection and are fully vaccinated would be exempted from the FET requirement. This includes persons who a) recovered from a COVID-19 infection and subsequently receives at least one dose of COVID-19 vaccine (two doses if Sinovac or Sinopharm) that has been authorised under the Health Sciences Authority’s Pandemic Special Access Route or listed on the World Health Organisation’s Emergency Use Listing (WHO EUL) no earlier than 3 months after date of positive PCR, or, b) are fully vaccinated before being infected with COVID-19 and subsequently recovering from it, or, c) received one dose of Sinovac or Sinopharm vaccine and one dose of any other WHO EUL vaccine before being infected with COVID-19 and recovering from it. Persons who received one dose of COVID-19 vaccine before being infected would need to receive their 2nd dose (3rd dose if Sinovac or Sinopharm) to be exempted.

⁶ Enterprises are reminded to comply with the other requirements imposed under the COVID-19 (Temporary Measures) (Control Order) Regulations 2020 and implement the Safe Management Measures (“SMMs”) as set out

will be conducted by enforcement teams to verify if Enterprises have complied with the mandatory requirements set out in this notice.

FET Requirements for Enterprises

4. **[Mandatory]** Enterprises must ensure that all their employees⁷ and persons who work under their direction⁸ (collectively, “**Workers**”) undergo FET once every 7 days (the “**FET Requirement**”).
5. **[Mandatory]** After their Workers undergo FET, Enterprises shall verify⁹ that Worker’s test results.
6. Where the Worker has obtained an “AG+” test result, Enterprises are strongly recommended to guide the Worker to abide by the prevailing management postures for such cases that are set out on the Ministry of Health’s (“**MOH**”) website at <https://www.moh.gov.sg/>.
7. To meet the FET Requirement, Enterprises are to conduct **Employer-Supervised Self-Swab** (“**ESSS**”) for their Workers. Details on how to conduct ESSS are set out in paragraphs 9 to 15 below. The costs for the ART test kits that will be used for ESSS will be borne by the Government until 31 March 2022.
8. Enterprises that operate small businesses such as self-employed, which are not able to organise supervised self-swabs on their own, may meet the FET Requirement by having their Workers undergo FET at one of the Quick Test Centres (“**QTC(s)**”). For this group, the costs for the services and ART test kits that will be used at the QTC will also be borne by the Government until 31 March 2022. Other groups which are able to conduct ESSS but prefer to have their Workers undergo FET at the QTCs will need to pay for the services and test kits.

Requirements for Enterprises conducting ESSS

9. ESSS involves Workers using an ART kit and performing a swab on themselves under the supervision of a supervisor (“**Supervisor**”). The swabbing and supervision can be done either at the workplace or virtually using tools such as video conferencing.
10. **[Mandatory]** To satisfy the FET Requirement, Enterprises conducting ESSS for their Workers shall:

on the [COVID Gobusiness website](#). They are also reminded to comply with the relevant [SMMs](#) that have been set out by Government Agencies.

⁷ This includes both full and part time employees, such as stall assistants and part-time stall assistants.

⁸ This includes contractors (e.g. cleaners), subcontractors, employees of contractors and subcontractors who work at the workplace. This also includes business owners and store managers that work at the workplace.

⁹ Enterprises are required to inspect any physical test result slip, SMS or test kit evidencing the test result of the Worker. It would not be sufficient for Enterprises to rely on oral statements by Workers to fulfill this obligation.

- (1) appoint an adequate number of Supervisors to supervise every Worker whenever they carry out the swabs on themselves;
 - (2) ensure that the Supervisor properly performs his supervisory role¹⁰;
 - (3) ensure that Workers comply with the steps set out in paragraph 13 below and properly perform the swabs on themselves;
 - (4) ensure that the test results obtained by Workers from ESSS are uploaded on the Swab Registration System (“SRS”) in accordance with the requirements set out under paragraph 14 below; and
 - (5) Ensure that the ART test kits used for ESSS are those that are set out on the Health Sciences Authority’s website at https://www.hsa.gov.sg/consumer-safety/articles/covid19_ARTselftests
- 10A. Where the Workers have obtained an “AG+” test result while conducting ESSS, Enterprises are recommended to strongly encourage them to abide by the prevailing management postures for such cases that are set out on MOH’s website at <https://www.moh.gov.sg/>. The follow-up ART under Protocol 2 does not need to be carried out under supervision and the results do not need to be uploaded to SRS. Enterprises are to use self-sourced ART test kits for the follow-up ART test and not those that have been supplied by the Government under the FET regime.

Requirements for Supervisors

11. **[Mandatory]** If a Supervisor is above 50-years-old, Enterprises must ensure that he or she is fully vaccinated against COVID-19 (i.e. they received two doses of the COVID-19 vaccination under Singapore’s national vaccination programme or any other vaccine regimen as approved by MOH¹¹ and 14 days have passed from the time of the second dose¹²) before he or she can perform any supervisory role.
12. Enterprises that are conducting ESSS are advised to nominate at least two Workers per outlet to perform the role of the Supervisor.

Conduct of ESSS by Workers

13. **[Mandatory]** Enterprises are required to ensure that their Workers shall:
 - (1) be supervised¹³ by a Supervisor whenever they carry out ESSS;
 - (2) use new ART test kits whenever they carry out ESSS; and

¹⁰ This includes wearing adequate personal protective equipment and maintaining appropriate infection prevention control procedures while conducting supervision.

¹¹ Please refer to the First Schedule of the Infectious Diseases (COVID-19 Access Restrictions and Clearance) Regulations 2021 for the most updated information on the vaccination regimen and approved vaccines.

¹² Enterprises can consider asking Supervisors to verify their vaccination status via TraceTogether.

¹³ This can be done in person or virtually.

- (3) properly dispose of used ART test kits after they have carried out ESSS¹⁴.

Uploading of Test Results onto SRS

14. **[Mandatory]** Enterprises are required to upload the test results obtained by their Workers from ESSS onto SRS in accordance with the following:
- (1) if the test result is “AG+”, Enterprises are to upload the test result of that Worker onto SRS **no later than 12 hours** after the ESSS for that specific Worker is completed; Enterprises should inform CCO within 6 hours¹⁵;
 - (2) if the test result is “AG-”, Enterprises are to upload the test result of that Worker **no later than 24 hours** after the ESSS for that specific Worker is completed; and
 - (3) the requirements set out under paragraphs 4 and 6 of **Annex B**.
15. The SRS account can be created at <https://go.gov.sg/edb-reg-srs>.

Support for Enterprises conducting ESSS

16. The Government will be supplying ART test kits to Enterprises until 31 March 2022. To place an order for the ART test kits for your non-dormitory personnel, Enterprises are required to submit the relevant information using the whitelisting form at <https://go.gov.sg/edb-marine-process-rrt-whitelist>. For workers residing in the dormitory, the distribution is conducted by MOM. Enterprises that carry out their businesses across multiple worksites should submit a consolidated whitelisting form for all their employees across all worksites¹⁶. The ART test kits will be delivered to Enterprises on first-come-first-served basis and will be delivered to the single delivery address provided by the enterprise in the whitelisting form. Enterprises shall only use the ART test kits that are supplied by the Government for ESSS and shall not distribute, supply or sell them to any third-party. ART Test Kits must be used with prudence and companies need to ensure that one employee only use one test kit for one cycle of RRT, unless the test result is AG invalid.
17. After submission of the whitelisting form, a confirmation email and SMS from a third-party vendor will be sent to your POC with the delivery date within 2 weeks.

¹⁴ Used test kits should be double-bagged and tied before disposing them in closed bins (e.g. pedal bins).

¹⁵ Inform EDB of Ag+/C+ case(s) at your worksites at covid_ai@edb.gov.sg (e-mail) as soon as possible within 6 hours and provide relevant information to EDB at <https://go.gov.sg/reportcovid> (FormSG)

¹⁶ For enterprises with multiple outlets under the same UEN, you may submit your request to create multiple SRS company accounts under the same UEN. However, there must be a unique mobile number and email address used for each account. Enterprises without a UEN can indicate their NRIC in the UEN field instead.

Support from Enterprises

18. The fight against COVID-19 requires the collective effort of everyone in the community. We seek the support and understanding of all Enterprises during this period. We will continue to review and adjust the measures in line with the national posture for the health and well-being of the public and employees.
19. For more details on the FET regime, please <https://www.edb.gov.sg/en/how-we-help/supporting-you-through-covid-19/marine-offshore-process-sectors.html>. You may also contact EDB CCO(Swab) via swab@edb.gov.sg for further clarifications.

For workers residing in the dormitory, please refer to MOM advisory at <https://www.mom.gov.sg/covid-19/advisory-on-extension-of-rrt-policy-and-government-subsidy> or contact MOM via www.mom.gov.sg/efeedback.

Annex A: Border and Inward facing workers classification

Annex B: FET Test Results and the Management of Workers after ESSS


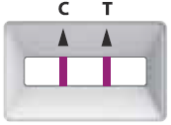

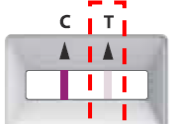
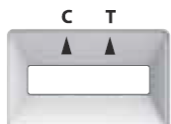
ANNEX A

Border Facing Marine and Offshore Sector, Process Terminals Sector	Inward Facing Process Construction and Maintenance (PCM) Sector
<ul style="list-style-type: none"> • Personnel that work at Marine Offshore Production sites (Include all workers in the Marine Industry and workers in the Service industries that support the Marine industry) • Personnel that work at Process Terminal jetties • Personnel that board ships or interact with non-local based crew/personnel <i>or</i> • Personnel from sector residing in dormitories 	<ul style="list-style-type: none"> • Personnel that work at Process Construction and Maintenance (PCM) sites • Personnel that interact with PCM workers at Process Production Sites or Energy & Chemical Plants per prevailing Safe Management Measures <i>or</i> • Personnel from sector residing in dormitories

FET Test Results and the Management of Workers after ESSS

- Workers will be required to undergo ART to satisfy the FET Requirement. ART test kits will return one of three possible test results:
 - negative or “**AG-**”;
 - positive or “**AG+**”; or
 - invalid or “**AG Invalid**”.
- Workers that obtain an “**AG Invalid**” test result are required to immediately undergo a follow-up ART until they obtain an “**AG+**” or “**AG-**” test result.
- If a Worker undergoes ART at a QTC, they will receive an SMS stating the test result that they have obtained. Alternatively, the test results of these Workers can also be found on their TraceTogether or HealthHub phone applications.
- If a Worker undergoes ART as part of ESSS, Image 1 below illustrates how the different test results will be shown on the SD Bio Sensor ART test kit (which will be the ART test kit distributed to Enterprises). Please note that the lines on the test kit cassette will appear in 15 – 30 minutes (“**Checking Window**”) after the specimen buffer has been added to the test well. Enterprises shall only upload the test results that are shown on the test kit cassette during the Checking Window onto SRS.

Image 1: Test results on SD Bio Sensor

Negative Test Result (‘AG-’)	Positive Test Result (‘AG+’)	Invalid Test Result (‘AG Invalid’)
 <p><u>Bold</u> marking at ‘C’ and <u>No</u> marking at ‘T’</p>	 <p><u>Bold</u> marking at ‘C’ and <u>Bold</u> marking at ‘T’</p>	 <p><u>No</u> marking at ‘C’ and <u>Bold</u> marking at ‘T’</p>
	 <p><u>Bold</u> marking at ‘C’ and <u>Faint</u> marking at ‘T’</p>	 <p><u>No</u> marking at ‘C’ and <u>No</u> marking at ‘T’</p>

If a Worker undergoes ART as part of ESSS and uses an ART kit other than the SD Bio Sensor ART test kit, Enterprises are to refer to the manufacturer’s instructions on how to interpret the test results obtained by their Workers and only upload the test results that are obtained pursuant to these instructions onto SRS.

5. If the Enterprise had incorrectly submitted an “AG-/AG+” result for a Worker on SRS, Enterprises are to email to AskSRS@hpb.gov.sg with the below information:
 - a. NRIC
 - b. Name
 - c. Date of FET test affected by erroneous result
 - d. Company/ Employer for FET RRT
 - e. Client’s email address
 - f. Final result to be displayed (AG+,AG- or Remove Test)
 - g. Screenshot of the SMS received (Optional)
6. Enterprises are strongly recommended to guide Workers that obtain “AG+” test results from ESSS to abide by the prevailing management postures for such cases that are set out on MOH’s website at <https://www.moh.gov.sg/>

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