



NAMIBIAN PORTS AUTHORITY

Enquiries: K. Harry
Tel no: +264 (64) 208 2201

Our Reference:
Email: k.harry@namport.com.na

EXTERNAL MEMORANDUM

Date: 26 March 2020

To: All Port Users, Port of Walvis Bay and Lüderitz

Dear Sir/Madam

SUBJECT: PORT OPERATIONS DURING COVID-19 LOCK DOWN

Against the escalating global and national impact of COVID-19 on the Namibian nation, the President of the Republic of Namibia, His Excellence Dr. Hage G Geingob, declared a State of Emergency on 17 March 2020. The State of Emergency consisted of urgent and aggressive measures aimed at containing the spread of the COVID-19 in our community.

Subsequent to the declaration of the State of Emergency, on the 24th March 2020, the President announced further measures for the sole purpose of protecting the health, security and safety of the Namibian People. Amongst such measures are; the lockdown of Khomas and Erongo Regions and requiring all Government employees as well as those in the State Owned Enterprises and other private companies to operate from home for fourteen (14) days from 27 March 2020, with the exception of those providing critical or essential services.

In response to the declaration of a State of Emergency by President of the Republic of Namibia and consistent with the urgent need to curtail the spread of the Covid-19 virus, the following work arrangements

Port of Walvis Bay (Head Office):
P.O. Box 361 Walvis Bay, Namibia

Port of Lüderitz:
P.O. Box 836 Lüderitz, Namibia

Directors

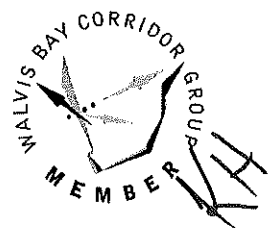
Adv. G S Hinda
(Chairperson)
Ms. JJ Comalie
(Deputy Chairperson)
Mr. M Hindjou
Mr. J Kangandjera
Ms. N Hamunyela

Chief Executive Officer

Mr. K Harry (Acting CEO)

Company Secretary

Ms. N Haikali





NAMIBIAN PORTS AUTHORITY

will apply at various departments of Namport and will come into effect on the 27 March 2020 at midnight:

- a) Entrance to Namport buildings will be limited to ten (10) people and clients are required to maintain at least one(1)-meter distance while queuing for service. Hand sanitizers are provided at our entrances and will be administered by security personnel at each entrance.
- b) Namport customer care desk and revenue division will operate as normal from 08h00 to 17h00 with reduced staff numbers.
- c) Marine, Port Security and Port Control will continue to operate with full staff compliment and normal shift patterns will be maintained.
- d) The Syncrolift and Terminal Planning Divisions will shut down operations at 16h30 on the 27 March 2020 for a period of fourteen (14) days. Syncrolift employees will remain at home and on standby for potential emergencies.
- e) Our normal three (3) shifts four-(4) panel operations will remain in force at the container terminal and equipment and human resources deployment will be reduced accordingly.
- f) Current berthing window arrangements will temporarily cease and all vessels will be handled on a first come first serve basis. Namport may at its sole discretion deviate from this arrangement to give preference to vessels carrying emergency supplies.
- g) Break Bulk Operations will be limited to two vessels at any given time and human and equipment resources will be reduced accordingly.

Port of Walvis Bay (Head Office):
P.O. Box 361 Walvis Bay, Namibia

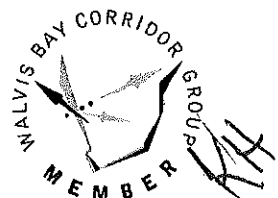
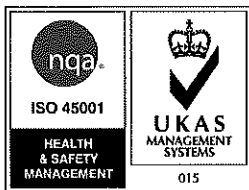
Port of Lüderitz:
P.O. Box 836 Lüderitz, Namibia

Directors

Adv. G S Hinda
(Chairperson)
Ms. JJ Comalie
(Deputy Chairperson)
Mr. M Hindjou
Mr. J Kangandjera
Ms. N Hamunyela

Chief Executive Officer

Mr. K Harry (Acting CEO)
Company Secretary
Ms. N Haikali





NAMIBIAN PORTS AUTHORITY

- h) Import and export deliveries will be accommodated during normal working hours but special consideration will be given to emergency supplies during this period.
- i) Port activities in Lüderitz will be limited to two (2) working vessels at any given time and equipment and human resources will be reduced accordingly.

Port of Walvis Bay (Head Office):
P.O. Box 361 Walvis Bay, Namibia

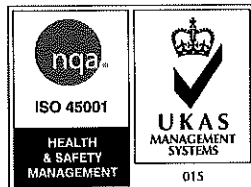
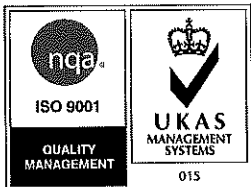
Port of Lüderitz:
P.O. Box 836 Lüderitz, Namibia

Directors

Adv. G S Hinda
(Chairperson)
Ms. JJ Comalie
(Deputy Chairperson)
Mr. M Hindjou
Mr. J Kangandjera
Ms. N Hamunyela

Chief Executive Officer

Mr. K Harry (Acting CEO)
Company Secretary
Ms. N Haikali



For queries, call our Switchboard on Tel:+264642082111 or email customer@namport.com.na.

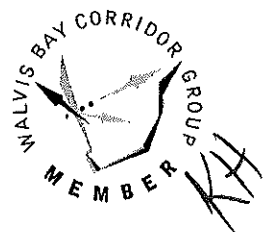
Clients are encouraged to make use of EFT payments into the following account number:

Account Name	Namibian Ports Authority
Bank Name	Bank Windhoek
Account Number	8001405224
Account Type	Cheque Account
Branch	Walvis Bay
Branch Code	481872
SWIFT Code	DWLINANX

All Commercial related matter and queries will be dealt with on merit and priority.

The above terms and conditions will take effect on **Friday 27 March 2020 at 00h00 until 17 April 2020 at 07h00** and may be extended subject to any further declarations and/or amendments to the current State of Emergency.

We implore upon all of us of the need to strictly abide by the national health protocols and social distancing requirements so that we can all jointly fight the spread of the COVID - 19 virus.

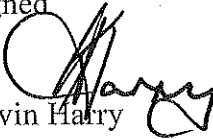




NAMIBIAN PORTS AUTHORITY

Kindly and urgently, share this information with your clients and stakeholders immediately.

Signed


Kavin Harry

Acting Chief Executive Officer

Port of Walvis Bay (Head Office):
P.O. Box 361 Walvis Bay, Namibia

Port of Lüderitz:
P.O. Box 836 Lüderitz, Namibia

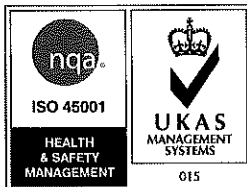
Directors

Adv. G S Hinda
(Chairperson)
Ms. JJ Comalie
(Deputy Chairperson)
Mr. M Hindjou
Mr. J Kangandjera
Ms. N Hamunyela


Chief Executive Officer

Mr. K Harry (Acting CEO)
Company Secretary
Ms. N Haikali

Cc.: Executive Director, Ministry of Health and Social Services;
Executive Director, Ministry of Works and Transport;



Established in terms of the Namibian Ports Authority Act, 1994 (Act No. 2 of 1994)

 www.namport.com

