

Netherlands COVID-19 Vaccination Programme for Seafarers

PART I – DUTCH SEAPORTS

PROCEDURE FOR SEAFARER VACCINATION IN THE DUTCH SEAPORT REGIONS OF DELFZIJL, AMSTERDAM, ROTTERDAM AND FLUSHING/TERNEUZEN

Version 6.0, 6 January 2022 – LATEST REVISIONS MARKED BLUE

Visit www.kvnr.nl/vaccines4seafarers for all information and documents related to the Netherlands COVID-19 Vaccination Programme for Seafarers. Read the document 'KVNR V4S - General information' prior to reading this document.



ROYAL
ASSOCIATION OF
NETHERLANDS
SHIPOWNERS

1 VACCINATION APPOINTMENT PROCEDURE: DUTCH SEAPORTS

In case of any inconsistency between this document and the 'INSTRUCTION: General information', the former overrules the latter.

(Geographical) scope The seaport regions of Delfzijl, Amsterdam, Rotterdam and Flushing-Terneuzen.

Seafarer eligibility All seafarers on board ships calling the above seaports, with the exception of those working on board fishing vessels (except trawlers), government ships, yachts and ships not engaged on international voyages.

Vaccines **BASIC vaccination series:** J&J/Janssen type (single jab), to be administered on a 'first come, first served' basis.

BOOSTER vaccination: mRNA type vaccine of the brand Comirnaty by manufacturer BioNTech/Pfizer.

Application The vaccination appointment can **ONLY** be scheduled by a shipowner, maritime recruitment and placement agency or ship agent **based in the Netherlands**.

Inoculation Inoculation of the vaccine will take place in a local port clinic, or in case of Dutch ships optional also on board the ship, by medical services provider ARBO UNIE / Port Health Centre, which carries out its responsibilities under the programme in accordance with the [LCI implementation guidelines](#) of the National Institute for Public Health and the Environment (RIVM).

Dutch ships Ship and/or the ship manager registered in the Netherlands.

Costs **BASIC vaccination series:** The vaccines are allocated free of charge by the Dutch government, but the medical services provider will charge a vaccination fee for costs of storage, inoculation and administration.

BOOSTER vaccination: The (inoculation of the) allocated booster vaccines are free of charge as a courtesy of the Dutch government. Inoculation takes place at Arbo Unie / Port Health Centre facilities or on board of the vessel. The latter only if available capacity allows for it and the number of seafarers to be vaccinated is in principle 15 or more.

Registration Every inoculated seafarer will receive a RIVM registration card in English, a registration in the international yellow vaccination certificate (if possible). Seafarers with a Dutch social security number (BSN) can additionally opt for registering their vaccination in the national database (Covid vaccination Information and Monitoring System CISM) of the National Institute for Public Health and the Environment (RIVM). This registration will enable them to obtain the European Union Digital Covid Certificate (vaccination passport). Seafarers

vaccinated under this programme and not holding a Dutch social security number may apply for the DCC QR code by following the **subject procedure** published on the [KVNR website](#).

DOCUMENTS ARBO UNIE / PORT HEALTH CENTRE

- **Download the TERMS AND CONDITIONS + TARIFFS** as agreed with via the OK-to-Vaccinate verification portal (instruction below).
- **Download the HEALTH STATEMENT FORM** to be completed and submitted by the eligible seafarer 24 hours prior to vaccination appointment or at the vaccination appointment.

INSTRUCTION TO EMPLOYER AND SHIP AGENT

The order of steps on the **following pages** is to instruct employers and ship agents of the mandatory procedural steps to take in order to participate in this programme. Check to confirm that you have completed all previously required steps as described in the **General information'** ([download](#)).

The medical services provider ARBO UNIE / Port Health Centre will process all pending vaccination requests and will contact you to **schedule an appointment based on availability and capacity**.

1. Apply for an account

ONCE: apply for an OK-to-Vaccinate Verification **account** at WWW.KVNR.NL/OK-TO-VACCINATE.

There is no need to use the portal after creating the account. The account will not be activated, but you will receive a confirmation e-mail that your account has been approved and verified (or not).

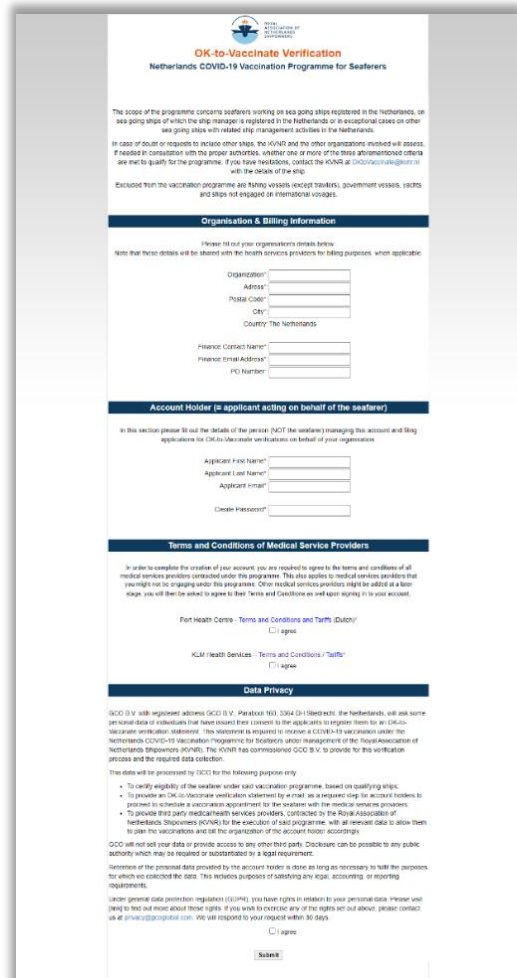
Creation of the account is necessary to agree to the terms and conditions and tariffs of all medical services providers contracted under the programme. Invoices will be sent by ARBO UNIE / Port Health Centre to the billing address in the Netherlands that has been registered in the process of creating an account in the OK-to-Vaccinate verification tool.

Upon receipt of the account approval, proceed to the next step.

NB: the above does not apply to employers who had already created an account before 31 July 2021.

Create an OK-to-Vaccinate verification account:

- Go to:
www.kvnr.nl/ok-to-vaccinate;
- Select 'Create Profile';
- Fill in all required details truthfully and agree to the terms and conditions of the medical services provider;
- Select 'Submit' to send the account request to the Royal Association of Netherlands Shipowners (KVNR);
- Wait for an e-mail from the Royal Association of Netherlands Shipowners (KVNR), approving your account.



OK-to-Vaccinate Verification
Netherlands COVID-19 Vaccination Programme for Seafarers

The scope of the programme concerns seafarers working on sea-going ships registered in the Netherlands, on sea-going ships of which the ship manager is registered in the Netherlands or in exceptional cases on other sea-going ships with related ship management activities in the Netherlands.

In case of doubt or requests to include other ships, the KVNR and the other organizations involved will assist. If needed in cooperation with the proper authorities, whether one or more of the three international criteria are met to qualify for the programme. If you have questions, contact the KVNR at OKtoVaccinate@kvnr.nl with the subject of the email.

Excluded from the vaccination programme are fishing vessels (except trawlers), government vessels, yachts and ships not engaged on international voyages.

Organization & Billing Information

Please fill out your organization's details below.
Note that these details will be shared with the health services providers for billing purposes, when applicable.

Organization*
Address*
Postal Code*
City*
Country: The Netherlands

Finance Contact Name*
Finance Email Address*
PI Number

Account Holder (a applicant acting on behalf of the seafarer)

In this section please fill out the details of the person (NOT the seafarer) managing this account and filing applications for OK-to-Vaccinate verifications on behalf of your organization.

Applicant First Name*
Applicant last Name*
Applicant e-mail*
Create Password*

Terms and Conditions of Medical Service Providers

In order to complete the creation of your account, you are required to agree to the terms and conditions of all medical services providers contracted under this programme. This also applies to medical services providers that you might not be engaging under this programme. Other medical services providers might be added at a later stage, you will then be asked to agree to their Terms and Conditions as well upon signing in your account.

Port Health Centre - Terms and Conditions / Tariffs / Duties*
 I agree.

KLM Health Services - Terms and Conditions / Tariffs*
 I agree.

Data Privacy

GDCC B.V. with registered address GDCC B.V., Pindakool 163, 3364 D1 Heteren, the Netherlands, will ask some personal data of individuals that have issued their consent to the applicants to register them for an OK-to-Vaccinate verification application. This information is required to process a COVID-19 vaccination under the Netherlands COVID-19 Vaccination Programme for Seafarers under management of the Royal Association of Netherlands Shipowners (KVNR). The KVNR has commissioned GDCC B.V. to provide for the verification process and the required data collection.

This data will be processed by GDCC for the following purpose only:

- To verify eligibility of the seafarer under said vaccination programme, based on qualifying ships.
- To provide an OK-to-Vaccinate verification statement by email, as requested, upon the account holder's consent to schedule a vaccination appointment for the seafarer with the medical services providers.
- To provide third party medical/health services providers, contracted by the Royal Association of Netherlands Shipowners (KVNR) for the execution of said programme, with all relevant data to allow them to plan the vaccinations and bill the organization of the account holder accordingly.

GDCC will not sell your data or provide access to any other third party. Disclosure can be possible to any public authority which may be required or substantiated by a legal requirement.

Retention of the personal data provided by the account holder is done as long as necessary to fulfil the purposes for which we collected the data. This includes purposes of satisfying any legal, accounting, or reporting requirements.

Under general data protection regulation (GDPR), you have rights in relation to your personal data. Please visit www.gdpr.eu to read more about these rights. If you wish to exercise any of the rights set out above, please contact us at privacy@gdccportal.com. We will respond to your request within 30 days.

I agree.

Submit

2. Collect all required personal details of the seafarer(s)

RECURRENT: For every visiting ship, collect all required personal details per seafarer who wishes to receive a vaccination. Use the KVNR CONSENT FORM ([download](#)) to determine who wishes to receive a vaccination. Register the details by using the provided Excel template ([download](#)). Upon completion of collecting and registering all required data, proceed to the next step.

3. Request a vaccination appointment

RECURRENT: Vaccination appointments must be requested by sending an e-mail with all required data from the previous step to COVIDVACCINATIES@ARBOUNIE.NL. Appointments can only be made for vaccinations at a specified vaccination site.

NB Ships flying the Dutch flag or sailing under Dutch ship management can also schedule appointment aboard the vessel. In this case, applicants must share PPE-requirements with Port Health Centre to access vaccination site (e.g. ship), if applicable.

4. Confirmation of vaccination appointment

RECURRENT: ARBO UNIE (Port Health Centre) will only contact you for scheduling the appointment if the request was made from an account approved by the KVNR (step 1). The verification will take place based on the e-mail address of the account holder. Incomplete requests and requests from unverified accounts will **NOT** be processed.

- **Communication appointment**

RECURRENT: Inform and instruct the seafarer(s) about the details of the vaccination appointment and inform the ARBO UNIE / Port Health Centre about any changes in date and time (this will require scheduling a new appointment). Instruct the seafarer to complete the **HEALTH STATEMENT FORM** of ARBO UNIE / Port Health Centre and present it at the vaccination appointment.

In case of a BOOSTER vaccination: inform and instruct the seafarer(s) to bring the required proper documentation of either a completed basic vaccination series or proof of recovery from a COVID-19 infection.

5. Post vaccination

- Inquire with the seafarer and ship (if applicable) whether the vaccination was received successfully and follow up accordingly;
- Inquire with the vaccinated seafarer whether the double registration (card AND yellow vaccination certificate) was successful;
- Comply with the invoice conditions of the medical services provider (if not, you will be **EXCLUDED** from further participation under this programme)
- Evaluate the process and provide the Royal Association of Netherlands Shipowners with feedback, if applicable, via www.kvnr.nl/vaccines4seafarers.

LIST OF GENERAL DOCUMENTS:

ROYAL ASSOCIATION OF NETHERLANDS SHIPOWNERS

- [DOWNLOAD INVITATION LETTER FOR SEAFARER VACCINATION \(WORD\)](#)
- [DOWNLOAD CONSENT TO ADMINISTER VACCINE TO SEAFARER \(PDF FORM\)](#)
- [DOWNLOAD VACCINATION PROGRAMME FOR SEAFARERS \(PDF\)](#)
- [DOWNLOAD SIMPLIFIED POSTER ON VACCINATION PROGRAMME FOR SEAFARERS \(PDF\)](#)

NETHERLANDS GOVERNMENT

- [Coronavirus jab: will there be side effects?](#)
- [RIVM – Information on side effects](#)
- [RIVM – Data registration and privacy](#)
- [NL GOVERNMENT – brochure Vaccination / Print version](#)
- [NL GOVERNMENT – all communications materials in different languages](#)

OTHER

- [Coronavirus \(COVID-19\) Vaccination for Seafarers and Shipping Companies: A Practical Guide](#)
- [Coronavirus \(COVID-19\): Guidance for Ship Operators for the Protection of the Health of Seafarers](#)
- [COVID-19 Vaccines for Seafarers – ICMA](#)

EU DIGITAL COVID CERTIFICATE (EU DCC)

Seafarers with a Dutch social security number (BSN) can additionally opt for registering their vaccination in the national database (Covid vaccination Information and Monitoring System - CISM) of the National Institute for Public Health and the Environment (RIVM). This registration will enable them to obtain the European Union Digital Covid Certificate (vaccination passport).

Seafarers vaccinated under this programme and not holding a Dutch social security number may apply for the DCC QR code by following the **subject procedure** published on the [KVNR website](#).