



MARITIME AND PORT AUTHORITY OF SINGAPORE

PORT MARINE NOTICE
NO. 61 OF 2024

08 July 2024

Shipping Community
Harbour Craft Community
Pleasure Craft Community

CHANGES IN EMAIL NOTIFICATIONS FOR ICA CREW APPLICATIONS

Please take note that there would be changes to the email notification for crew applications effective from **18 July 2024, 0800hrs**.

2 ICA's circular on the changes to the email notification for crew applications is attached as **Annex**.

3 Any queries relating to this circular should be directed to ICA PCS using FormSG via (<https://go.gov.sg/vesselandcrewmatters>)

CAPT CHONG JIA CHYUAN
PORT MASTER
MARITIME AND PORT AUTHORITY OF SINGAPORE



04 Jul 2024

Shipping Community

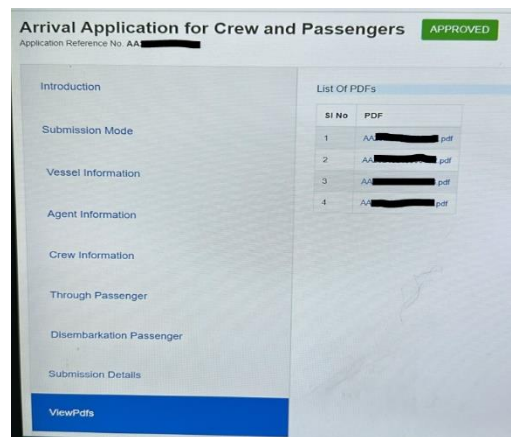
Changes in Email Notification For Crew Applications

Please note that there would be changes to the email notification for crew applications which will take effect from **18 Jul 2024 @ 0800hrs**. The changes are:

1. The current email notification sender address will be changed from ICA_CREW@ica.gov.sg to ica_notification@ica.gov.sg;
2. The email notification will no longer contain the Pdf file attachments. (e.g. AIC IPL, AIC NTL approval letters etc.)
 - The Pdf file attachments can be retrieved under “ViewPdfs” in the applications via digitalPORT@SG

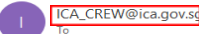
2 A summary of revised changes is shown below:

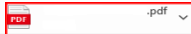
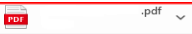
	Current	Revised after 18 Jul 2024 @0800hrs
Email Notification Sender Address	ICA_CREW@ica.gov.sg	ica_notification@ica.gov.sg
Pdf file Attachment (e.g. AIC IPL, AIC NTL approval letters etc)	Yes	No The Pdf file attachment can be retrieved under “ViewPdfs” in the applications via digitalPORT@SG



Sample on Email Notification

- Appln # .

 ICA_CREW@ica.gov.sg
To
Cc

 .pdf  .pdf

Dear Sir/Mdm,

Please refer to your applicator. dated

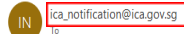
2. Your application has been processed. Please check the status of your application in the appended letter.

3. Thank you.

CREW SERVICES
COASTAL COMMAND
INTEGRATED CHECKPOINTS COMMAND(SEA)
IMMIGRATION & CHECKPOINTS AUTHORITY

(Note: This is a system-generated Email. Please do not reply directly)

Appln #

 ica_notification@ica.gov.sg
To
Cc

Dear Sir/Mdm,

Please refer to your application dated

2. Your application has been processed. Please check the status of your application in digitalPORT@SG. The letter can be retrievable in digitalPORT@SG under "ViewPdfs" of the application.

3. Thank you.

CREW SERVICES
COASTAL COMMAND
INTEGRATED CHECKPOINTS COMMAND(SEA)
IMMIGRATION & CHECKPOINTS AUTHORITY

(Note: This is a system-generated Email. Please do not reply directly)

3 For any further clarification, you may submit the enquiry to Pre-Clearance Section (PCS) using FormSG via (<https://go.gov.sg/vesselandcrewmatters>) or the QR code below.



4 Thank You.

LEE TECK SENG
DEPUTY COMMANDER (OPERATIONS), COASTAL COMMAND
INTEGRATED CHECKPOINTS COMMAND (SEA)
IMMIGRATION & CHECKPOINTS AUTHORITY