

## ROSTERED ROUTINE TESTING (RRT) REGIME

1. Since 2020, the RRT regime has been progressively rolled out to higher risk sectors. Enterprises in or serving the maritime sector (Enterprises)<sup>1</sup> must comply with the mandatory requirements that are set out in this 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 RRT regime is to reduce the risk of transmission of COVID-19 in settings where there is contact with potential COVID-19 cases, their belongings, or shared surfaces, and in settings with unmasked clients, where services are performed under prolonged and close contact with clients, or where there are frequent interactions with the community. Under the FET RRT regime, enterprises are required to ensure that their employees and persons who work under their direction (e.g. contractors and sub-contractors), or at their premises, undergo regular FET using Antigen Rapid Test ("ART") kits approved by the Health Sciences Authority (HSA) at the frequency indicated in **Annex A regardless** of their vaccination or recovery status<sup>2</sup>. Self-employed persons working in these settings should also ensure that they adhere to the RRT regime.
3. The FET RRT regime 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 operations. Checks will be conducted by enforcement teams to verify if Enterprises have complied with the mandatory requirements set out in this notice.

### RRT Requirements for Enterprises

4. **[Mandatory]** Enterprises must ensure that all employees<sup>3</sup> and persons who work under their direction<sup>4</sup> or at their premises that fall within the categories set out in **Annex A** (collectively, "**Workers**") undergo regular FET RRT at the indicated frequency. For the avoidance of doubt, if an Enterprise consists of only one self-employed person, he or she must comply with the RRT Requirement as well.
- 4A. For Enterprises whose Workers are on a twice-weekly FET RRT regime, they should guide their Workers to maintain a 3- to 4-day interval between their weekly tests (e.g. if a Worker's first test of the week is carried out on Tuesday, his or her second test of the week should be carried out on Saturday or Sunday).

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<sup>1</sup> Enterprises include self-employed persons and legal entities.

<sup>2</sup> 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 RRT Requirement.

<sup>3</sup> This includes both full and part time employees.

<sup>4</sup> This includes contractors, subcontractors, employees of contractors and subcontractors who work at the workplace (e.g. cleaners) where applicable.

5. **[Mandatory]** After their Workers undergo FET RRT, Enterprises shall verify<sup>5</sup> that Worker's test results.
6. For any Worker who 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 RRT Requirement, Enterprises should conduct Employer-Supervised Self-Swab ("ESSS") for their Workers, where applicable. Details on how to conduct ESSS are set out in paragraphs 9 to 16 below. The costs for the ART test kits that will be used for ESSS will be borne by the Government until 30 June 2022.
8. For small businesses and freelancers who are not able to organise their own ESSS, they may work with the Maritime and Port Authority (MPA) to go to the Quick Test Centres ("QTC(s)") for their tests. 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 30 June 2022. Other groups which can conduct ESSS but prefer to have their Workers undergo FET RRT 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]** Enterprises conducting ESSS for their Workers shall:
  - (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 role<sup>6</sup>;
  - (3) ensure that Workers comply with the steps set out in paragraph 14 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 15 below;
  - (5) ensure that the ART 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](https://www.hsa.gov.sg/consumer-safety/articles/covid19_ARTselftests)

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<sup>5</sup> 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.

<sup>6</sup> This includes wearing adequate personal protective equipment and maintaining appropriate infection prevention control procedures while conducting supervision and being familiar with how ART kits are to be correctly used.

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 RRT 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 MOH<sup>7</sup> and 14 days have passed from the time of the second dose<sup>8</sup>) 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. Supervisors are no longer required to be formally trained by the HMI Institute of Health Sciences Pte. Ltd. but they should be familiar with how ART kits are to be correctly used, including the wearing of adequate personal protective equipment and maintaining appropriate infection prevention control procedures while conducting in-person supervision.
13. *This paragraph is no longer applicable.*

#### *Conduct of ESSS by Workers*

14. **[Mandatory]** Enterprises are required to ensure that their Workers shall:
  - (1) be supervised<sup>9</sup> by a Supervisor whenever they carry out ESSS;
  - (2) use new ART test kits whenever they carry out ESSS; and
  - (3) properly dispose of used ART test kits after they have carried out ESSS<sup>10</sup>.

14A. For any Worker who obtained an “AG+” test result while conducting ESSS, Enterprises are recommended to strongly encourage the Worker to abide by the prevailing management

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<sup>7</sup> 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.

<sup>8</sup> Enterprises can consider asking Supervisors to verify their vaccination status via TraceTogether.

<sup>9</sup> This can be done in person or virtually.

<sup>10</sup> Used test kits should be double-bagged and tied before disposing them in closed bins (e.g. pedal bins).

postures for such cases that are set out on MOH's website at <https://www.moh.gov.sg/>. The follow-up ART test 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 approved by the HSA for the follow-up ART test and not those that have been supplied by the Government for the purpose of FET RRT regime.

#### *Uploading of Test Results onto SRS*

15. **[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;
- (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 to 6 of **Annex B**.

16. More details on how Enterprises can register for an SRS account can be found at <https://go.gov.sg/7kcjrn>.

#### **Support for Enterprises conducting ESSS**

17. The Government will be supplying ART test kits to Enterprises until 31 March 2022. To place an order for the ART test kits, Enterprises are required to submit the relevant information using the form at [www.go.gov.sg/mpa-esss](http://www.go.gov.sg/mpa-esss) ("**Order Form**"). Enterprises that carry out their businesses across multiple premises (e.g. outlets) should submit a consolidated Order Form for all their premises<sup>11</sup>. The ART test kits will be delivered to Enterprises on first-come-first-served basis. 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 each employee only uses one test kit for one cycle of RRT, unless the test result is AG-invalid.

18. After submission of the Order Form, a confirmation email and SMS from a third-party vendor will be sent to your POC with the delivery date within a week.

Annex A: RRT Requirements for Enterprises

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

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<sup>11</sup> 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.

## RRT Requirements for Enterprises

Workers	FET RRT
<p>1. Employees<sup>12</sup> of (i) Port Operators<sup>13</sup>; (ii) essential contractors<sup>14</sup> of Port Operators; (iii) Pilotage Service Provider<sup>15</sup></p> <p>2. Essential contractors of Port Operators staying in the Port Operators' dormitories</p> <p>3. Crew deployed on board harbour craft<sup>16</sup> used to carry passengers to board and/or disembark from ocean-going vessels</p> <p>4. Employees and essential contractors<sup>17</sup> of the Regional Ferry Terminal Operator<sup>18</sup> working in the protected area<sup>19</sup> within the regional ferry terminal or who will come into contact with passengers and/or baggage at the regional ferry terminal, as well as shore-based personnel<sup>20</sup> who will come into contact with passengers and/or baggage at the regional ferry terminal</p> <p>5. Crew on board regional ferries operated by Regional Ferry Service Operators<sup>21</sup></p>	<p>3D (twice weekly)</p>

<sup>12</sup> Such as lashing workers, stowage workers, stevedores, safety liaison officers, lifting supervisors, port operations officers, Workplace, Safety and Health (WSH) officers and marine pilots.

<sup>13</sup> PSA Corporation Pte Ltd and Jurong Port Pte Ltd.

<sup>14</sup> Companies that Port Operators contract to carry out essential port terminal operations (e.g. Lashing, Stevedoring).

<sup>15</sup> PSA Marine Pte Ltd.

<sup>16</sup> A vessel licensed under the MPA (Harbour Craft) Regulations.

<sup>17</sup> Entities that the Regional Ferry Terminal Operator contract with to carry out essential regional ferry terminal operations and services (cleaning, security, portage etc).

<sup>18</sup> Singapore Cruise Centre Pte Ltd.

<sup>19</sup> Premises in the regional ferry terminal declared in a protected area order to be a protected area under the Infrastructure Protection Act, which may include, arrival/departure halls, jetties/berths, security screening and baggage sorting.


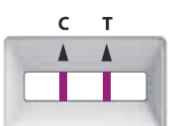

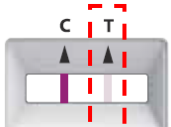
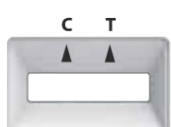
<sup>20</sup> Any individual who is not a passenger or member of the crew of the vessel/ferry and (a) is delivering goods or performing services connected to the business of the vessel/ferry; (b) is providing any service to any passenger or member of the crew of the vessel/ferry onboard the vessel/ferry; or (c) is effecting the arrest or detention of a vessel or service of any other legal process, whether or not a contractor or an employee or agent of the owner or agent of the relevant vessel/ferry.

<sup>21</sup> Entity licensed by MPA to provide regional ferry services under MPA (Port) Regulations 63G.

### FET Test Results and the Management of Workers after ESSS

1. Workers will be required to undergo ART to satisfy the FET Requirement. ART test kits will return one of three possible test results:
  - (1) negative or “**AG-**”;
  - (2) positive or “**AG+**”; or
  - (3) invalid or “**AG Invalid**”.
2. 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.
3. If a Worker undergoes ART at a QTC, they will receive a 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.
4. 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 that is distributed to Enterprises). Please note that the lines on the test kit cassette will appear in 15 – 20 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 the SRS.

Image 1: Test results on SD Bio Sensor ART test kit

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>

5. If a Worker undergoes ART as part of ESSS and uses an ART test 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. However, only HSA-approved ART kits are to be used.
6. If the Enterprise had incorrectly submitted an "AG-/AG+" result for a Worker on SRS, Enterprises are to email to [AskSRS@hpb.gov.sg](mailto: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. Company/Employer's email address
  - f. Final result to be displayed (AG+ or AG-)