



MARITIME AND PORT AUTHORITY OF SINGAPORE

PORT MARINE NOTICE
NO. 159 OF 2025

26 Nov 2025

Shipping Community
Harbour Craft Community
Pleasure Craft Community

NOTICE ON PENALTIES FOR NON-COMPLIANCE OF PREVAILING IMMIGRATION PROCEDURES

Please be informed that the Immigration & Checkpoints Authority (ICA) has issued a notice on penalties for non-compliance of prevailing immigration procedures.

2 For further details, please refer to ICA's notice dated 25 Nov 2025 in **ANNEX**. You may submit a general enquiry in FormSG via the link (<https://go.gov.sg/vesselandcrewmatters>) or the QR code below on immigration matters relating to sea crew and passengers.



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



ICA Building
10, Kallang Road #08-00
Singapore 208718
(Next to Lavender MRT
Station)
<https://www.ica.gov.sg>

Date: 25 Nov 2025

NOTICE TO SHIPPING COMMUNITY/ HARBOUR CRAFT/ PLEASURE CRAFT COMMUNITY ON PENALTIES FOR NON-COMPLIANCE OF PREVAILING IMMIGRATION PROCEDURES

Background

Since January 2025, Immigration & Checkpoints Authority (ICA) had detected nine cases of sea crew (80% increase as compared to 2024) exiting from shipyards, wharves and/or marinas without arrival entry record from ICA. These places are not Authorised Places of Entry and Departure (APED) under the Immigration Act 1959 and Regulations.

2 ICA takes a serious stance for any contravention of the Immigration Act 1959 and its subsidiary legislation. Enforcement actions have been taken against both sea crew and shipping agents, including the issuance of written advisories or conditional warnings. One shipping agent was also charged in court and convicted. Additionally, ICA terminated the errant shipping agents' CREW accounts to stop them from conducting any vessel/manifest transactions with ICA. ICA also forfeited the Security Bond from the errant shipping companies. Please find enclosed the details of a recent violation case.

Case Sharing

3 On 8 April 2025, two sea crew were detected at West Coast Pier (WCP) with no arrival entry records via land transport for departure clearance. The shipping agent did not seek ICA's prior approval to making such land transport arrangements. The sea crew and shipping agent were referred to ICA Enforcement Division. ICA also terminated the CREW account of the shipping agent.

4 On 17 September 2025, the two foreign sea crew were issued written advisories, and the shipping agent was charged in court with two offences under Section 5(2) of the Immigration Act 1959 read with Section 109 of the Penal Code 1871, for abetting through instigation the illegal entry of the two foreign sea crew into Singapore. On 8 October 2025, the shipping agent was **convicted and sentenced to a total fine of \$1,200 in default of one week's imprisonment**. ICA also forfeited the shipping company's Security Bond.

5 A conditional warning carries significant prosecutorial implications. If any offence is committed within the prescribed period stipulated in the conditional warning, the crew member or agent may be prosecuted for both the offence committed during the prescribed period and the original offence disclosed in the conditional warning letter. Individuals served with conditional warnings could face multiple charges should they reoffend.

6 ICA strongly encourages shipping companies (including agents), ship owners, charterers and masters to establish robust internal procedures to ensure oversight of sea crew and passengers' movement under their charge, and conduct regular training to staff on current immigration procedures. Please refer to **Annex A** for a list of reminders on the prevailing immigration procedures for crew clearance.

Thank you.



Yours sincerely,

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

ANNEX A – KEY REMINDERS

1. Immigration Clearance Requirements (Non-Exhaustive)

- 1.1. Under Sections 5(2) and 5(4) of the Immigration Act 1959, it is an offence to enter, leave, or attempt to enter or leave Singapore at any place other than an authorised landing/departing place, unless compelled by accident or other reasonable cause. All sea crew and passengers, including residents¹ arriving on vessels from outside Singapore Territorial Waters, must seek arrival immigration clearance and travel via sea route through ICA sea checkpoints² or gazetted marinas³ for their entry into Singapore. Shipping companies, including agents, ship owners, charterers and masters, must ensure all sea crew and passengers are fully informed of the immigration procedures, including but not limited to the location of the specific checkpoint, crew office or gazetted marina they are required to report to, and have completed their arrival immigration clearance before exiting from the coastal installations. Any person guilty of an offence under these sections, shall be liable on conviction to a fine not exceeding \$2,000 or to imprisonment for a term not exceeding six months or to both.
- 1.2. Sea Crew members who have been issued Not to Land (NTL) status are not to disembark from their vessel without prior permission from ICA while it is in port, in accordance with Section 24 of the Immigration Act 1959. Shipping companies (including agents), ship owners, charterers and masters are required to notify the sea crew of their NTL status and implement suitable measures to prevent them from disembarking. Any person guilty of an offence under this section, shall be liable on conviction to a fine not exceeding \$4,000 or to imprisonment for a term not exceeding 12 months or to both.
- 1.3. All land transfer requests must be submitted to ICA for consideration with sufficient advance notice. Shipping agents must ensure that ICA has **approved** the request prior to making any land transport arrangements and proceeding with the land transfer. Agents are reminded to adhere strictly to the terms and conditions laid out in the Letter of Undertaking (LOU). Land transfer requests are subject to approval on a case-by-case basis and approval is not guaranteed.
- 1.4. In medical emergencies involving sea crew members/passengers, whilst immediate medical attention takes priority, ICA must be promptly informed to regularise the entry of the affected persons and ensure compliance with the law.

¹ Residents refer to any Singapore Citizen, Singapore Permanent Resident or Long-Term Pass Holder (including Work Pass Holder).

² Sea Checkpoints include Marina South Pier, West Coast Pier, Singapore Cruise Centre, Marina Bay Cruise Centre, Tanah Merah Ferry Terminal, Keppel Entrance Crew Clearance Office, Pasir Panjang Crew Clearance Office, Sembawang Gate, Jurong Fishery Port, Tuas Port Crew Office, and Jurong Port Main Gate Crew Clearance Office.

³ Gazetted marinas for immigration clearance are One Degree Fifteen Marina and Raffles Marina.

2. Verification of Immigration Status

- 2.1. For resident sea crew members/passengers arriving by vessel from outside Singapore Territorial Waters (“STW”) who need to exit from these coastal installations, shipping agents/owners must submit a request to ICA via FormSG at least six hours before their intended exit date and time. The shipping agent/owner must then provide the verification letter to the relevant personnel at the coastal installation for security verification prior to the individual’s exit at the coastal installation. They shall not be allowed to exit from the coastal installation unless a valid letter issued by ICA is provided.
- 2.2. For foreign sea crew members/passengers, shipping companies (including agents), ship owners, charterers and masters may verify the crew member/passenger's electronic Pass (“e-Pass”) validity that was sent to their email address as declared in their SG Arrival Card (“SGAC”) submission. Alternatively, shipping companies (including agents), ship owners, charterers and masters may verify their foreign sea crew members'/passengers' validity of stay through ICA's ePass Enquiry Portal.