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## **COVID-19: Changes to BMA Office Hours**

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### **1. Purpose**

- 1.1. This Technical Alert issued by the Bahamas Maritime Authority (BMA) to provide information on its office opening hours during the COVID-19 pandemic.
- 1.2. Please see also [Technical Alert 20-03](#)

### **2. Introduction**

- 2.1. As a precautionary measure, the BMA has adjusted its operational times for its offices.

### **3. Opening Hours**

- 3.1. The working hours for Hong Kong Office remain 09:30-17:30 hrs, however, the physical attendance for external customers at the office is limited to 10:00-14:00 hrs.
- 3.2. The working hours for Tokyo Office remain 09:30-17:30 hrs, however, the physical attendance for external customers at the office is limited to 11:00-15:00 hrs.
- 3.3. Piraeus office is open, however external attendance is by prior arrangement only.
- 3.4. Nassau office is open, however external attendance is by prior arrangement only.
- 3.5. New York and London and offices remain physically closed but staff are working remotely during normal office hours 09:30-17:30. External attendance is by prior arrangement only and meetings will be held via video conference.
- 3.6. When shipping documents, etc. to the Tokyo office, please be aware that the delivery will be forwarded to the office manager's house and will be delayed a couple of days due to the forwarding process. Further, it is requested 1) to select DHL or Japan Post for shipper company and/or 2) especially where another shipping company is selected, to inform Tokyo office of the details of the shipping company, the shipping bill # and, if possible, expected arriving date, etc. by emailing the copy of shipping bill to [tokyo@bahamasmaritime.com](mailto:tokyo@bahamasmaritime.com) well in advance of the delivery reaching the office.

### **4. Contact Info**

- 4.1. **Email:**
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4.1.1. All email addresses remain operational and will be answered as usual.

4.2. **Telephone Numbers:**

4.2.1. London

i. General: +44 20 3869 8756  
[reception@bahamasmaritime.com](mailto:reception@bahamasmaritime.com)

ii. Registration: +44 20 3869 8760  
[reg@bahamasmaritime.com](mailto:reg@bahamasmaritime.com) +44 20 7562 1310  
+44 20 7562 1313  
+44 20 7562 1314  
+44 20 7562 1325  
+44 20 7562 1335  
+44 20 7562 1341

iii. Seafarers & Manning: +44 20 3869 8759  
[stcw@bahamasmaritime.com](mailto:stcw@bahamasmaritime.com)

iv. MLC +44 20 3869 8759  
[mlc@bahamasmaritime.com](mailto:mlc@bahamasmaritime.com)

v. Inspections & Surveys: +44 20 3869 8758  
[tech@bahamasmaritime.com](mailto:tech@bahamasmaritime.com) +44 20 7562 1343  
+44 20 7562 1346

vi. Finance, Administration & IT: +44 20 3869 8751  
[finance@bahamasmaritime.com](mailto:finance@bahamasmaritime.com)

vii. Investigations: +44 20 3869 8750  
[casualty@bahamasmaritime.com](mailto:casualty@bahamasmaritime.com) +44 20 7562 1318  
+44 20 7562 1348  
+44 20 7562 1311

viii. Publications: +44 20 3869 8755  
[publications@bahamasmaritime.com](mailto:publications@bahamasmaritime.com)

ix. Maritime Affairs: +44 20 7562 1315  
[ma@bahamasmaritime.com](mailto:ma@bahamasmaritime.com)

4.2.2. Nassau

i. [nassau@bahamasmaritime.com](mailto:nassau@bahamasmaritime.com) +1 242 356 5772

4.2.3. New York

i. Registration & Publications: +1 212 829 0283

+1 917 640 0291

- ii. Operations: +1 212 829 0157  
+1 914 291 6968

[newyork@bahamasmaritime.com](mailto:newyork@bahamasmaritime.com)

4.2.4. *Hong Kong*

- i. +852 2522 0095

[hongkong@bahamasmaritime.com](mailto:hongkong@bahamasmaritime.com)

4.2.5. *Piraeus*

- i. +30 210 429 3802

[greece@bahamasmaritime.com](mailto:greece@bahamasmaritime.com)

4.2.6. *Tokyo*

- i. +81 3 6402 5274

[tokyo@bahamasmaritime.com](mailto:tokyo@bahamasmaritime.com)

- 4.2.7. BMA Emergency Response Officer +44 7977 471 220

## 5. **Validity**

- 5.1. This Technical Alert is valid until further notice.