

Sultrade - Operations Dept

De: m.maio@msc.com
Enviado em: segunda-feira, 16 de março de 2026 10:16
Para: ruchi.dubey@msc.com; w.silva@msc.com; BR241-optrig@msc.com; msc.basel5@mscfleet.com
Cc: in001-groupj@msc.com; a3supt@marlowgroup.com; a3d@marlowgroup.com; bryan.lopez@mscsmi.com; christos.sofroniou@msc.com; CY974-personnel.basel5@msc.com; IN001-PATNA@msc.com; operations@sultradeagency.com; Sultrade - Operations Dept; ops@grupogaspar.com.br; operacional14@grupogaspar.com.br
Assunto: RE: MSC Basel V - Crew change at Rio Grande on 21st March 2026 [CC# 4EL2]

Sinalizador de acompanhamento:

Acompanhar

Status do sinalizador:

Sinalizada

Good day to all,
Dear Ruchi Dubey,

Below message well noted, all arrangements will be done.

Best regards
Marcelo Tomaz Maio
Boarding agent & Operations Department

MSC MEDITERRANEAN SHIPPING DO BRASIL LTDA.

Rua Prof. Guillermo Enrique Dawson, 550A, 96204-060, Rio Grande, Brasil
Mobile: +55 53 991119294 **W: www.msc.com**
As agent for MSC Mediterranean Shipping Company S.A., Geneva



**SUPPORTING DEVELOPMENT
KEEPING GLOBAL TRADE MOVING
RESPONSIBLY**

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Sensitivity: Internal

From: Ruchi Dubey (MSC CREWING SERVICES MUMBAI) <ruchi.dubey@msc.com>
Sent: Monday, March 16, 2026 10:12 AM
To: Marcelo Maio (MSC Brasil Ltda) <m.maio@msc.com>; William Silva (MSC Brasil Ltda) <w.silva@msc.com>; BR241-MSC Rio Grande Operation Group (IG) <BR241-optrig@msc.com>; CH001-msc basel v mscfleet file transfer <msc.basel5@mscfleet.com>
Cc: IN001-GroupJ <in001-groupj@msc.com>; A3 (Nikolas Louca) Marlow CD-A3 <a3supt@marlowgroup.com>; A3D (Veselina Todorova) Marlow CD-A3D <a3d@marlowgroup.com>; Bryan Jefferson Lopez <bryan.lopez@mscsmi.com>; Christos Sofroniou (MSC SHIPMANAGEMENT) <christos.sofroniou@msc.com>;

CY974-Basel 5 Personnel <CY974-personnel.basel5@msc.com>; IN001-PATNA <IN001-PATNA@msc.com>
Subject: Re: MSC Basel V - Crew change at Rio Grande on 21st March 2026 [CC#4EL2]

Dear Team,
Good day

Pls see below flights for on signer .If its ok for issuance.

AI2660 19MAR 4 IXCBOM HK1 1750 2030 19MAR E AI/7FSRIO
ET 611 20MAR 5*BOMADD HK1 0405 0655 20MAR E ET/NPMFMG
ET 506 20MAR 5*ADDGRU HK1 0940 1600 20MAR E ET/NPMFMG
G31924 20MAR 5 GRUGIG HK1 1900 2010 20MAR E G3/CIJTWf

With Best Regards,
Ruchi Dubey
Crewing Officer

MSC CREWING SERVICES PRIVATE LIMITED

2nd-3rd Floor, MSC House, Andheri Kurla Road, Andheri (E), Mumbai - 400059, India
T: +91-22-6752 2558 M: +91-89769 09569 W: www.msccs.com

Sensitivity: Internal

From: Ruchi Dubey (MSC CREWING SERVICES MUMBAI)
Sent: Monday, March 16, 2026 10:08:22 AM
To: Marcelo Maio (MSC Brasil Ltda) <m.maio@msc.com>; William Silva (MSC Brasil Ltda) <w.silva@msc.com>; BR241-MSC Rio Grande Operation Group (IG) <BR241-optrig@msc.com>; CH001-msc basel v mscfleet file transfer <msc.basel5@mscfleet.com>
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Subject: MSC Basel V - Crew change at Rio Grande on 21st March 2026 [CC#4EL2]

Dear Colleagues,
Good Day

On behalf of the owners of MSC Basel V we plan to carry out the following crew change during her call Rio Grande on 21st March 2026.
Please make all necessary arrangements for the safe embarkation / disembarkation of our crew and revert with OK TO BOARD and Letter of Guarantee in due course. In case necessary, and depending on your region's local regulations, please ensure that a letter of guarantee if also issued / endorsed by the immigration police officer in order to avoid potential problems with our joining crewmembers when travelling.

This e-mail contains personal data of crewmembers employed by MSC Shipmanagement Cyprus and all personnel dealing with this information are gently reminded of MSC Group Data Protection Policy.

Please do not use any personal data or information given in this e-mail, other than for the purpose described in this e-mail. For this reason, please ensure that any personal information / data will be kept confidential.

Please keep us closely updated with vessel's ETA/ETB/ETD

Below please find personal & flight details for on/off signers.

*****Important note for agents:**

Please enter the crew change ID 4EL2 in SAP under Purch. Order No.

Please use Material codes as follows:

- All Crew Accommodation to Material Code - 1002432
- All Crew Transportation to Material Code - 1000010
- All Consular Fees/Immigration Formalities/Port Agency/Shore Passes to Material Code - 1000011
- All amounts related to Trainee Crew (DCDT, ECDT, JO, JE, JETO, TEO, ELTR, TWLD, TWPR, TFTR, TCK, TGS, TOS, etc.) including Accommodation, Transportation, Consular fees, etc to Material Code - 1002433
- All amounts related to Technical Crew (Riding Squads, Superintendents, Technicians, Reefer Technicians, etc.) including Accommodation, Transportation, Consular fees, etc to Material Code - 1002302

*****Important note regarding hotel accommodation:**

In order to have uniform standards of accommodation during crew change, please arrange sharing accommodation rooms for Operational Officers (2O, 3E, 3O, 4E), Ratings, Trainee Officers including 4O & 5E. Only Top 5 Officers (Master, CO, CE, 2E and EO) to be accommodated in single rooms. At the same time, the accommodation provided should be of decent standard which is consistent with MSC's image.

Further to the above, please advise if any special rates are given to you by the hotel and confirm:

- Name and category of the hotel
- Rates for accommodation per day, per person (please advise if breakfast is included in the price) per single room.
- Rates for standard economic meals per day, per person (price for each meal: breakfast, lunch, dinner)
- Rates for 2 liters of water per day, per person.

In liaison with hotel's Management, please provide standard economic meals for each crew. Meals should include breakfast, lunch and dinner (depending on the duration of stay) with two liters of water per day, per crew. Should the crew require any additional meal or (non-alcoholic) beverages, this shall be settled directly by the crew upon checking out. The Company will NOT pay anything in addition to the above stated. Please provide the crew well in advance and prior their check-in, as well as hotel's Management, with Company's instructions.

Please provide amounts in USD currency.

Kindly confirm safe receipt and your compliance to the above.

Details of signing on crew are as follows:

ID	Rank	Name	Nationality	D.O.B.	Place Of Birth	Passport No.	Issue Date	Expiry Date	S
54842	CE	Vashisht Vikasdeep	Indian	03/08/1979	Pharwala Jalandhar, Punjab	Z4611736	09/04/2019	08/04/2029	MUM

Flight Details: *REVERTING SHORTLY*

With Best Regards,

Ruchi Dubey

Crewing Officer

MSC CREWING SERVICES PRIVATE LIMITED

2nd-3rd Floor, MSC House, Andheri Kurla Road, Andheri (E), Mumbai - 400059, India

T: +91-22-6752 2558 M: +91-89769 09569 W: www.msccs.com



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