



Your guide to requesting a ship or quayside visit.

Access the tool here: <https://carnivaluk.com/Depts/Common/HR-PeopleServices/2 Year Retention Folder/Operational Schedule/01 Entry Tool>

Please don't create or use shortcuts to the tool as these may not give you access to the most up-to-date tool.

Types of Visits

Quayside Access

Any activity which doesn't require boarding the ship.

CONTACT:

Tec.Admin@carnivalukgroup.com

Day Visit

Activity which only requires you or a visitor to be on board for the day.

CONTACT:

Tec.Admin@carnivalukgroup.com

On Company Service (OCS)

Any activity which requires the visitor to be on board for one night or more.

CONTACT:

OCSTeam@carnivalukgroup.com

If you need to contact someone about a visit, please make sure it's the right team. If you don't, your query / request may not be processed.

Here's how it works

1 Submit Your Request

Submit your request at least ten working days before the intended visit. If you don't your visit will be rejected.

2 Approval

Your request will be reviewed and either approved or rejected.

3 Visit Review

Before the sail date, your visit will be reviewed. It needs to be confirmed by the teams before you can travel.

4 Visit Goes Ahead

Make sure you're aware of what's required of you before you visit.

Tip to get the most out of your request and visit

Is the visit necessary?

Can this be done remotely?
Is there someone on board who can help?
Do I have a hard deadline to meet?

Stay informed

Keep up to date with the latest operational updates from the fleet with ORCA's Daily 0915 Briefing.
(search 'ORCA' on The Insider)

Valid passport

All visitors are required to have a valid passport. Make sure yours is in-date.

Your our representative

All visitors are representing Carnival UK. Please behave responsibly.

Log your request early

The earlier you log your request the more likely it is to be approved.