



CMC Ship Owners’ Best Practices for COVID 19

Update Number 11. February 25, 2022.

We have substantial updates with changes to rules for cross border and domestic travel, new guidance on shore leave, and managing COVID cases onboard. For travel planning, advance PCR testing is no longer required for fully vaccinated people and all international airports in Canada will open to international flights on February 28 at 16:00 EST. Updates are in sections 1, 2, 4 and 6. Changes appear in **bold text**, except for section 6, which is mostly new text.

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Introduction

Health and safety is the first priority, as the marine sector continues the critical mission of delivering the goods and products people need for their daily lives. Marine shipping is an essential service and is vital to keeping supply chains operating in Canada and the United States.

With that in mind, the Chamber of Marine Commerce is in regular communication with federal government transport and health officials to ensure a coordinated approach that helps to protect employees and stakeholders who interact with the marine sector. We are providing our ship owner, port and other members information on the latest measures and best practices coming from federal and provincial government departments here in North America and through the International Chamber of Shipping.

This document was prepared to inform all the Chamber's members and partners about best practices our ship owner members are adopting to respond to COVID-19. It sets out best practices put in place by our ship owner members to protect their crews, customers, service providers and the public from risks posed by the COVID-19 pandemic. It covers preventive measures before boarding ships and prevention while onboard, as well as measures for managing a sick person on board. As always, the Master of a vessel has discretion to set additional measures beyond what is provided here.

This is a rapidly evolving situation and further measures and guidance may be issued. Our ship owners may also take on additional measures as the situation requires.

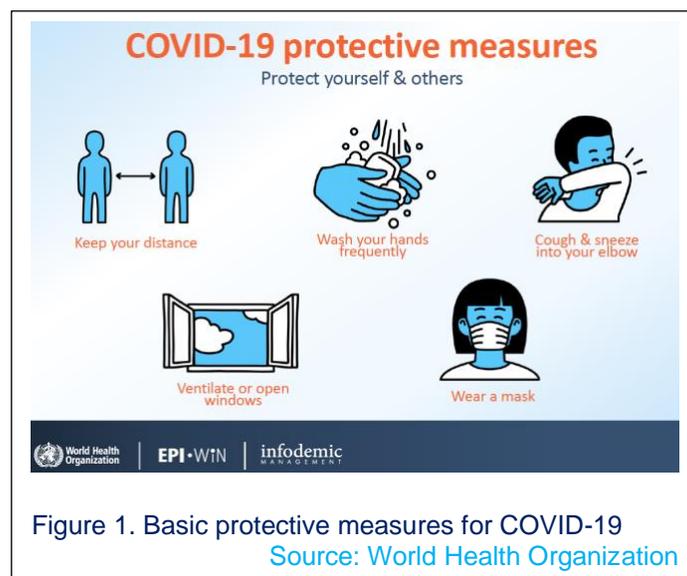
Following basic protective steps determines how long we stay in this pandemic.

1. Before Boarding

Our ship owners carry out screening assessments of their employees prior to them joining their vessels and monitor their health on a daily basis once onboard. Ship owners use screening assessment questionnaires, similar to the [screening tools](#) released by Public Health Authorities in Canada. As fully vaccinated people can still get COVID-19, use of screening tools, which provinces continue to update with the latest science, will remain in place as a way to manage potential symptoms.

Crews who operate ships or personnel who service ships, and are not experiencing symptoms of COVID-19, have been deemed essential by the government and are exempt from self-isolation period following travel and requirements for testing to cross land borders. Since November 30, 2021, all passengers on trains and domestic and international flights must be fully vaccinated, with no exemptions for domestic ship crews. As well anyone on an international flight to Canada requires pre-boarding molecular testing (e.g. PCR) at least 72 hours prior to travel. **As of February 28, pre-arrival testing will no longer be required for fully vaccinated passengers arriving in Canada by any mode. Unvaccinated foreign nationals will not be permitted to enter Canada unless they meet legal exemptions. Updates on travel testing requirements are found in [section 2](#).**

An employee at home experiencing symptoms of COVID-19 must report it to the company and follow advice from the Public Health Authorities listed in the [References of this document](#). Employees who have previously exhibited COVID-19 symptoms will only be permitted to return to work once they



have received the required medical clearances. Scheduling arrangements or leave will be made based on the results of the screening assessment and advice from health care professionals.

Other preventive procedures include:

- Avoiding crew changes in the United States, unless operationally essential,
- Discouraging guests, with any guest requiring approval by company management before boarding,
- Working with government agencies, customers, and service providers to reduce the need for boarding vessels and to carry out more tasks by electronic or other remote means,
- Providing personal protection equipment to crews or other people boarding, if needed, and
- Following the measures requested by Pilotage Authorities through their notices to industry, before a pilot boards.
- Providing regular rapid testing to crew and on occasion people boarding the vessel, using rapid antigen-based tests approved by Health Canada.
- **As of January 24, 2022, all people on board a domestic vessel and anyone who needs to access it must be fully vaccinated, defined as 14 days after completing the vaccine's dosing regimen.**
- Anyone who is not fully vaccinated must **meet legal exemption requirements (see [Guidance](#))** and be tested prior to boarding with Canadian approved rapid tests now allowed.

Personnel from government agencies, customers, pilots, contractors and service providers that have undertaken similar protective practices for their employees and have shared these with CMC, should be seen as trusted partners and not need additional screening, but may still need to show evidence of their vaccination status to board the vessel. Verification of vaccination status can be just prior to boarding with a person seeking access presenting a QR code, vaccine passport, or other provincial government issued document. Verification can also be through a process between the ship owner and organizations whose employees need to board ships. The ship owner would provide an attestation by the organization that all its employees seeking access to any of the ship owner's vessels will be fully vaccinated or tested negative as federal requirements allow. This would allow for access without individual checks.

Our ship owners will work with these stakeholders to exchange protection procedures and inform crews.

In addition to the COVID vaccine regimen, it is recommended crew members and all marine industry personnel obtain a current flu vaccination for the given season, those with concerns should seek doctor's advice. Details on provincial and territorial flu vaccination programs are available through the following links: [Ontario](#), [Quebec](#), [New Brunswick](#), [Nova Scotia](#), [Prince Edward Island](#), [Newfoundland and Labrador](#), [Manitoba](#), [Saskatchewan](#), [Alberta](#), [British Columbia](#), [Nunavut](#), [Northwest Territories](#), and [Yukon](#).

As well, CMC recommends all personnel from ship owning firms, marine service providers and their customers obtain and install the [federal COVID-Alert application](#) on their mobile devices.

CMC acknowledges in times of increasing cases of COVID-19, changing restrictions, and new rules on vaccination that concerns for peoples' mental health and stress levels also increase. Access to support for mental health, wellness, and addiction is available in [Ontario](#) and [Quebec](#) and [other provinces and territories](#).

2. Travel

As part of the wider lifting of restrictions, on February 28, 2022, 16:00 EST, international flights carrying passengers will be permitted to land at all Canadian international airports. This opens up more options to get workers to and from ship locations.

Ship crews and service personnel such as repair technicians, surveyors, and pilots are essential marine workers when on their way to their work assignments, but issues do occur. Transport Canada released Ship Safety Bulletin [No. 03/2021 Updated Guidance to Vessel Crew Members and Non-Crew Marine Sector Workers Respecting Entry into Canada](#) which includes a process to request a letter to confirm essential status to border officials. This service is available 24/7 by emailing marinesafety-securitemaritime@tc.gc.ca in normal business hours (8am to 5pm) or contacting the Transport Canada Situation Centre at 1-888-857-4003 outside of business hours.

While marine workers are inherently able to travel, they are still subject to federal and provincial travel requirements. These are:

- Crews travelling to or from their vessel are to follow [Transport Canada requirements for travellers in Canada](#).
- Marine workers who need to enter Canada should consult the Government's online tool: [Find out if they you travel to Canada](#).

Transport Canada's latest Ship Safety Bulletin [No. 02/2022](#) on mobility of mariners includes new requirements for domestic crew changes, notably for that asymptomatic travelers are exempted from federal quarantine. After November 30, 2021, all passengers must be fully vaccinated, unless they obtained legal exemptions.

As well, the provinces and territories continue to set different entry requirements ranging from no requirements, to testing, to quarantine. Further details are presented below.

Testing Requirements: International Air Travel

As of February 28, 2022, fully vaccinated marine workers [flying to Canada](#), will no longer need to get a COVID-19 polymerase chain reaction (PCR) test within 72 hours prior to travel but will be subject to random testing on arrival. However, they will not have to isolate while awaiting results. Those who are not fully vaccinated under exemptions in order to enter Canada will continue to be subject to pre-departure laboratory testing in the country they are travelling from, but have the option to approved rapid antigen tests through labs or health care services. Marine workers need to use the [ArriveCan app](#) to provide information required by the Canadian Border Services Agency to enter Canada.

For marine workers travelling to the United States, as of January 22, 2022, foreign nationals are [required to be vaccinated](#) to enter whether they are on essential travellers or not and need to provide proof of vaccination. Marine workers [flying to the United States](#) as of December 2, 2021, need to get a COVID-19 [viral test](#) (regardless of vaccination status or citizenship) no more than 1 day before travel. **Approved rapid antigen tests are accepted and need to be administered under supervision of a video telehealth service who will issue documentation.**

At the departure airport they will need to present their official PCR negative result (likely at both check in and at the gate).

On arrival, after customs and boarder control, all those who are not fully vaccinated and fully vaccinated people who were randomly selected will report to the airport's testing facility but may continue travel while awaiting their test results, which may take about 48 hours.

Those who are not fully vaccinated may not board the vessel, or enter company property, until they receive their negative test result. As of January 24th, 2022, only fully vaccinated people may access company property or vessels, **unless they hold a legal exemption**.

If an arrival test is positive, they must consult [provincial](#) or local health authorities and follow their instructions, likely they may need to remain at a quarantine hotel until recovered.

Testing Requirements: Land Border Crossings

Marine workers as essential workers entering Canada at land border crossings to go to work, **until February 28, 2022**, should get a COVID-19 PCR test prior to crossing the border given border officials have differing interpretations on who is “essential”. If a marine worker needs to cross the border regularly, e.g. daily, they are exempt from testing.

A marine worker who is not proceeding directly to their workplace on entering Canada is not considered to be on essential travel and will be subject to testing. **A marine worker who is not fully vaccinated by legal exemption, will still be subject to quarantine requirements.** Fully vaccinated people are exempt from quarantine but must still show test results at the border through the [ArriveCan app](#). The government has posted guidance on [Canada's entry requirements](#).

At this time, there are no requirements for a COVID-19 test to enter the United States at land border crossings. **However, as of January 22, 2022, all foreign nationals are required to be vaccinated to enter the United States whether they are on essential travellers or not.**

Travel to Airports or Over Land

- Municipal public transport (buses, commuter trains, taxis, ride sharing) should be avoided as much as possible.
- Travel over land should be by private arrangements such as transfer services, car rentals, company vehicles, or employee vehicles. Sharing a vehicle with other passengers should be avoided, except for other crew members of the same vessel.
- When travelling in vehicles with others (e.g. the driver of a transfer vehicle), marine workers must wear masks or face coverings that cover their mouth and nose. They must also be worn at airport screening checkpoints, in any public spaces (indoors or outdoors) whenever physical distance of 2 metres cannot be maintained and while onboard the aircraft.
- Please consult the Public Health Agency of Canada [guidance on the wearing of non-medical masks and face coverings](#).

Documents to Carry

- When travelling to and from vessel, all crew should carry a copy of their seafarer documents.
- Marine workers should carry proof of vaccination at all times. For marine workers from overseas (e.g. technical specialists), if their proof of vaccination document is not in either English or French, it must be translated to at least one of those official languages.
- **Marine workers should provide test results (if needed) and quarantine plans (even if legally exempt) through the [ArriveCan app](#).**
- Marine workers enroute to provide services to a should carry a letter from their company explaining their essential travel status and a copy of Ship Safety Bulletin [No. 16/2021](#) (focuses on seafarers) or the Public Safety Canada's [Guidance on Essential Services and Functions in Canada During the COVID-19 Pandemic](#) (see “Maritime transportation workers” under Transportation).
- Marine workers and crew should also carry Ship Safety Bulletin [No. 03/2021 Updated Guidance to Vessel Crew Members and Non-Crew Marine Sector Workers Respecting Entry into Canada](#), which can help marine workers in dealing with front line law enforcement officials who enforce local protection measures.



Inter-Provincial Travel Requirements

Many provinces are gradually easing restrictions, from entry rules, to **proof of vaccination** for accessing various places, such as indoor restaurants, gyms, or theatres. However, the extent of these changes depends on the degree of concern within their communities. Travellers should consult provincial and state authorities of their destinations regarding new public health restrictions that may impact activities, such as eating out, going to a gym, or even visiting people.

The list below summarizes entry requirements with links are provided to government websites and documents.

- **Alberta** No entry requirements and **public restrictions** are being eased.
- **BC** No entry requirements and **public restrictions** are being eased.
- **Manitoba** No entry requirements and **public restrictions** are being eased.
- **New Brunswick** No entry requirements and **public restrictions** are being eased.
- **Newfoundland and Labrador** All travellers must submit a travel form within 30 days of expected travel, crews need to have an employer's letter to show they are essential and have government issued ID if they need to access a modified rotational worker isolation period. **Fully vaccinated people no longer need to self-isolate but need to take a rapid test daily for 5 days.** Others must self-isolate for 14 days, including from family and household members, and get PCR tested on arrival and on the 7th day as well as a series of rapid tests. All tests can be arranged through their online [self-assessment tool](#) up to 7 days before travel. As well, **public restrictions remain in place.**
- **Northwest Territories** All residents must submit the [resident self-isolation plan](#) online before travel or within 24 hours of arrival. Fully vaccinated people do not need to self-isolate but must be tested on arrival and 8 days later. People who are not fully vaccinated must **self-isolate** for at least 8 days and may only end isolation if tested negative on the eighth day.
- **Nova Scotia** No entry requirements and **public restrictions** are being eased.
- **Nunavut** **Fully vaccinated travellers need a proof of vaccination certificate to enter and must follow isolation rules. Those that are not fully vaccinated must show a negative PCR test and isolate.** As well, **public restrictions** are being gradually eased.
- **Prince Edward Island** all travelers must be tested at points of entry on arrival. Fully vaccinated people are eligible for a PEI Pass and do not need to self-isolate, **but rapid antigen testing is recommended on the second and fourth day after arrival.** People who are not fully vaccinated need to self-isolate for 8 days (subject to a test on day 8) and complete a [self-isolation declaration](#). However, **public restrictions** are being eased.
- **Ontario** No requirements to enter province, **but public restrictions** are being eased.
- **Quebec** No requirements to enter province, **but public restrictions** are being eased.
- **Saskatchewan** No entry requirements **and most public restrictions** end February 28.
- **Yukon** No requirements to enter the territory, **but public restrictions** are being eased.

3. COVID Testing

Provincial Testing Services

Testing centres through provinces or local public health authorities are available for people exhibiting possible symptoms of COVID-19 or believe could be at risk, based on being in likely contact with someone who has COVID-19, or if they received an alert through the [federal COVID-Alert application](#). Online screening tools are available through [provincial public health authorities](#) and provide advice based on symptoms.

As these tests involve a higher chance of a potential COVID-19 case, isolation is required while awaiting test results. If this involves a person currently onboard a vessel, see section 6 for procedures that are required. Routine testing for asymptomatic people, discussed below, generally does not require isolation.

Contact points for public health authorities across Canada are provided in the following links: [Newfoundland and Labrador](#), [Nova Scotia](#), [Prince Edward Island](#), [New Brunswick](#), [Quebec](#), [Ontario](#), [Manitoba](#), [Alberta](#), [Saskatchewan](#), [British Columbia](#), [Yukon](#), [Nunavut](#), and the [Northwest Territories](#).

The Ontario government and local public health authorities have various [COVID-19 test locations](#) (includes pharmacies, free with Ontario health card). The Quebec government provides a list of [regional health authorities](#) where tests can be booked.

Private Testing Services

These services are available for routine tests. A routine test is carried out as a screening tool for an asymptomatic person who has had no exposure, nor cause to believe they may have been exposed. Generally, no isolation is required while awaiting results. This type of testing would be available for marine workers or crew who may need to comply with contractual testing requirements to access facilities. A list of private testing services is presented in [Annex 1](#) to this document.

Routine testing of asymptomatic workers may be arranged at [Pharmacies in Ontario](#) (can be free with OHIP Card) and through testing services outlined below. It is important to note some test services may not use the Polymerase Chain Reaction (PCR), which is often the required test standard, such as for travel.

4. On-Board Prevention

Once on-board, crew members and other personnel should observe basic precautions:

- Maintaining physical distancing of at least two meters between people.
 - Wearing face coverings when distancing is not possible.
 - Keeping third parties to the minimum necessary.
 - Wearing face coverings when third parties board the vessel
 - Maintaining good ventilation.
 - Washing hands frequently.
- Controlling interactions outside of the vessel, while part of the active crew.

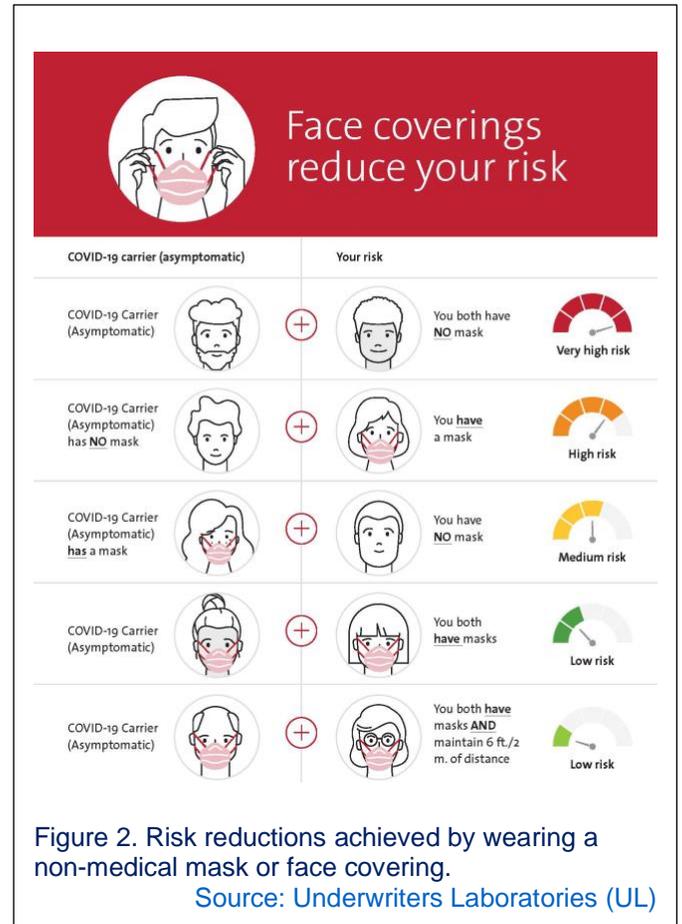
Physical Distancing and Face Coverings

Ship owners follow restrictions designed to limit crew's exposure and risk of contracting the virus at work. Health authorities recommend 2-metre physical distancing.

- Crew members will, as much as practical, observe physical distancing as per their company specific protocols.
- For those who must work in closer proximity, these tasks will be assessed for safety taking into account the other protective measures in place: hand washing, hygiene, disinfection, and non-medical masks and face coverings.
- The [U.S. Coast Guard](#) and Centers for Disease Control, do not require masks be worn at all times on non-passenger commercial vessels in U.S. waters that are operated by a team of mariners who all live on the vessel. A mask is still required when the vessel receives persons who are not a part of the team on the vessel and have provided an email to report noncompliance (wearmask@uscg.mil).



- In Canada, ship owners will ensure employees have in their possession, or have access to, a non-medical mask or face covering. See Public Health Agency of Canada guidance on [using a non-medical mask or face covering](#) and a downloadable poster ([English](#) | [French](#)).
- For crew members, a non-medical mask or face covering will be donned when indicated by the safety assessment noted above. The risk reduction achieved is illustrated in Figure 2.
- Third parties, such as pilots, surveyors, or service personnel, boarding the vessel for work assignments should be requested to don non-medical masks or face coverings once onboard the vessel. Third parties who are required to board that are members of the Trusted Partners Program may board and follow their protective protocols for being onboard vessels.
- Both the people boarding the vessel and the crew members escorting them, or working with them in the same workspace, need to wear a non-medical mask or face covering.
- If a third party is to be on board for an extended time they and the crew they are with should be provided breaks to go on deck and remove their, non-medical masks or face coverings while keeping a distance of more than 2 metres from any crew.
- If a third party's time on board requires accommodations, their quarters should be sanitized before arrival and after departure.



Shore-Side Interactions

- Crew will follow procedures to limit their in-person interaction with customers on the dock
- Deliveries should be made with limited contact between crew and shore side personnel.
- Inspectors, surveyors, service providers, including trusted partners such as pilots will maintain a 2-metre distance while aboard. Where this distance is impossible, for example in a small wheel-house or when assisting a vessel or ballast water inspection, further protective measures may be taken as noted above.
- Shore-side employees will limit their contact onboard vessels unless deemed necessary by management. Service providers will try remote operations first.
- Handling of paper documents for deliveries and invoices should be replaced by emails.

Port Procedures

- Deckhands are not to shake hands with the customers but can verbally interact with customers when handing over Bills of Lading, Load Plans, other ships business documents, and radios.
- Preferably, documents can be handled and exchanged electronically. The First Officer should ask that Bills of Lading and other documents be sent to ship's email.
- If documents must be signed, personnel are to wash hands afterwards.



- If one has to go ashore to sign or receive documents, if possible, ask for the document to be brought outside to be signed to avoid entering enclosed quarters.
- Radios should be wiped down before handing over to the customer and before shipboard use.
- Where possible, consider alternatives for shore-side personnel to board the vessel, such as use of email, phone calls, or video calls.
- For shore-side personnel who must board the vessel, the ship and shore-side personnel involved will exchange communications on their requirements.
- Where possible, the following will apply to shore-side personnel boarding a ship:
 - Minimize number of people to board and keep to a 2 metre distance.
 - Boarding shore-side personnel must use outer walkways and avoid any access through the crew accommodation.
 - If crew accommodation access is required, limit time inside to the absolute minimum necessary to perform duties onboard
- Further considerations are set out in [ICS COVID-19 Related Guidelines for Ensuring a Safe Shipboard Interface between Ship and Shore-based Personnel](#). ICS also provides a useful [Ship/Shore Safety Check List](#).

Shore Leave

- All ship owners are recommended **to continue to generally** restrict shore leave, but with some options discussed below. This would be until cases decline significantly.
- Ship owners will provide onboard crews with personal items that they may find hard to obtain and should assist crew members who need to resupply prescriptions or other medical needs. Access will be made available to deliver online purchased items to crew members.
- Despite Transport Canada [guidance](#) and provincial measures that may be in effect, even crew members who are fully vaccinated should **generally** avoid shore leave.
- All shore leave is to be approved by the Captain. Decisions on shore leave are also guided by the rules set by the province and the local health authority of the port. **Captains and crew considering shore leave should consult local health authority restrictions. (See list of provincial rules on page 6.)**
- Crew will be allowed go ashore to seek emergency medical or dental attention.
- To support crew members mental well-being, the following options may be considered.
 - Engaging in outdoor activities with physical distancing offered by the port within its boundaries,
 - Going on a walk, run or bike ride in area where encountering others is highly unlikely,
 - **Visiting a park or outdoor open space area,**
 - **Visiting home or a relative at the household, if located the port's surrounding community,**
 - **Visiting a professional service such as a physio therapist, and**
 - **Going to a pharmacy or retail store for medication or personnel supplies.**
- When shore leave is granted, each crew member is advised to practice good judgment and proper hygiene, as well as to maintain a physical distance of 2 metres from others and to wear a mask in line with local requirements and when physical distancing is not possible.
- **All crew on shore leave should avoid the “Three C’s”: crowded places, close contact settings, and confined spaces with poor ventilation.**



- **This means shore leave should not be approved for:**
 - **Going to a bar, indoor restaurant, or party,**
 - **Attending a concert or going to a theatre, and**
 - **Going to any large indoor or outdoor event.**
- **Transport into the port community should be by either a company vehicle, private transfer service, or taxi and crews are to wear masks while in any vehicle. Public transport should be avoided.**
- Given provincial requirements for full vaccination to access certain places, crew on shore leave must carry their [proof of vaccination](#).
- No shore leave should be allowed in the U.S. The Canada Border Services Agency advised that any crew member who goes ashore in a U.S. port for personal business will not be considered as an essential worker and will be required to leave the vessel on returning to Canada **and subject to public health entry requirements**. This may be done at the persons residence or at a quarantine hotel. A returning traveler may go directly to their residence from the point of entry into Canada. Once the self-isolation is complete, their status as an essential worker resumes.

Crew Changes: Onboarding and Offboarding

- Each room is to be thoroughly cleaned from top to bottom when a crew member departs (See section 4).
- Joining crew members are to carry their own luggage.
- When joining the ship, the joining crew member will go straight to their cabin by the outside stairway of the accommodations and, if possible, is to shower upon arrival.
- Handover notes are to be placed on the desk and no face-to-face time with crew exchange and the disembarking crew member is to provide detailed handover notes.

5. Ship's Sanitization

- Each vessel will receive a supply of personal protection equipment and cleaning items. Certain items may be subject to supply availability and alternatives will be sought.
- Sanitizing supplies should be available for cleaning in common work areas.
- All door handles, navigation equipment, engine control room equipment and other high-touch areas are to be wiped down with disinfectant cleaner on a regular basis.
- Crew are to wash their hands with soap and water for 20 seconds minimum prior to entering the Galley and are responsible for wiping down the table with disinfectant after a meal.
- Each room is to be cleaned thoroughly from top to bottom when a crew member departs, this includes:
 - Bulkheads
 - Furniture and bunks
 - Electronic equipment
 - Sink, shower, and toilet
 - Door handles
- If the person departing was in isolation, the cabin should remain isolated until a third-party cleaning service is arranged.
- See [PHAC guidance](#) on Cleaning and Disinfecting Public Spaces for more information

Navigational Watches on the Bridge

- All Navigation equipment is to be wiped down on a frequent basis.
- No officer is to use the same pen or pencil, each officer should have their own.
- Coffee cups are not to be shared.
- All railing, door handles should be wiped on frequent basis.

- Wheelhouse computer keyboard is to be wiped down on a frequent basis.
- If handheld radios are used, all mics are to be wiped down prior to handover to another.

Engine-Room Watches

- Control room is to be wiped down on a frequent basis.
- No officer is to use the same pen or pencil, each officer should have their own.
- Computer touch screen or keyboard to be wiped down on a frequent basis.
- No coffee cups are to be shared.
- Railings should be wiped down or gloves worn when walking around doing rounds.
- Radios and mics to be wiped down prior to handover.

Galley Protocols

- Chief Cooks and galley personnel will continue to keep the galley clean as required by regulation, with additional procedures that all handles are wiped down every day.
- When handling food and dishes, cooks are to wear protective disposable gloves and hair nets or hats.
- Prior to handling any open fridges, getting coffee, food, dishes or sitting down, hands must be washed.
- At the end of each meal or coffee break, all tables, serving tables, food handling areas and chairs are to be wiped down.
- Fridge handles are to be wiped down regularly.
- Coffee pot handles are to be wiped regularly.
- No food is to be left out i.e. snacks and late lunches.
- Meal services are to be modified to facilitate social distancing.

6. Managing COVID Cases on Onboard

The safe and effective management of medical cases onboard vessels is well-established amongst Canadian ship owners. Drawing from guidance from Public Health Agency of Canada (PHAC), provincial health agencies, and the U.S. Centers for Disease Control (CDC) and [Transport Canada's Regional Operational Maritime Plan to Address Coronavirus \(COVID-19\) for the Great Lakes – St. Lawrence Seaway](#), the following protocol is set out for the management of COVID19 cases on domestic vessels.

Persons Who Develop Symptoms While Onboard

Should a crewmember become symptomatic or believe they may have been a close contact to a COVID-19 case, they must immediately report this information to the Captain and proceed to either their cabin or a designated isolation area. The crewmember must remain isolated until instructed to do otherwise.

Ship owners shall conduct a medical assessment either through virtual medical screening services (using a third-party medical provider) or the [screening tools](#) provided by provincial health agencies. This assessment will determine if a COVID-19 test is warranted, which may either be a PCR or Rapid Antigen test, based upon availability and current public health guidance.

No Test Necessary or Negative Test Result

In the event a test is not deemed necessary or a test is conducted and it returns a negative result, the case will be managed accordingly:

- If the crewmember does not feel well enough to work, they will remain isolated.



- If the crewmember is able to work, they will be required to wear a mask at all times while minimizing contact with other crewmembers (i.e. eating meals in their cabin, no social activities, etc.) for a minimum of five (5) days to a maximum of ten (10) days or until asymptomatic.
- Shore leave will also be prohibited during this period, unless required for medical care. The crewmember must report any worsening of symptoms immediately.

Positive Test Result

Any person onboard who tests positive for COVID-19 must be isolated in their accommodation or designated area. Close contacts will be identified as soon as possible, and any areas of the vessel the person has visited will have common touch points disinfected and where possible windows opened to ventilate the area. In the event the person is not a crewmember (i.e. a contractor, pilot, inspector), they should be disembarked without delay and remain isolated in the interim.

The ship owner will contact local health authorities (or the CDC, if the vessel is in U.S. waters) to develop and promptly implement a response plan. This plan will balance the need to care for the person, maintain vessel operations as they are an essential service, and limiting community exposure. Based upon the severity of the case and other critical variables, each plan will be tailored to the uniqueness of the situation and can be expected to be dynamic as information emerges, including ongoing guidance from the authorities.

Based on the person's symptoms and established level of risk, a plan may allow for: 1) continuation of work with certain restrictions; 2) isolation onboard; 3) transfer to shoreside accommodations; or 4) transfer to medical facility. Guidelines for each of these options are outlined below.

1. Working Isolation Onboard

Should a person be fully vaccinated, asymptomatic or exhibiting very mild symptoms, they may be allowed to continue to work with the following restrictions:

- a) Maintain at least 2 metre (6 feet) distance from other crewmembers.
- b) Wear a mask (N95 or equivalent) at all times when outside of their cabin.
- c) Take meals or breaks in their cabin;
- d) No sharing of the cabin with other crewmembers, including visitation except for medical care.
- e) Segregation from non-crewmembers (i.e. a contractor, pilot or inspector) inspectors;
- f) As practicable, duties will be limited to outdoors and open spaces (i.e. deck work);
- g) Continuous monitoring of symptoms and immediate reporting to the Master if they worsen or new symptoms develop

The above measures will continue for a minimum of five (5) days, or until symptoms have abated for 24 hours or 10 days, whichever is sooner. In the event a crewmember's symptoms worsen or new symptoms emerge that otherwise impact their fitness for duty, they can complete the isolation period in their cabin (under #2). If the person ends their isolation before 10 days, they will wear a mask anytime outside of their cabin for the remainder of the 10-day period.

2. Isolation Onboard in Cabin

Should a crewmember be declared not fit for duty but is otherwise expected to recover in a short period of time (similar to a case of flu onboard), they will be isolated to their cabin. In this case, the isolation period will be for a period of a minimum of five (5) up to a maximum of ten (10) days, with the exact duration dependent upon the crewmember's symptoms and guidance from the applicable authorities.



A crewmember may be released from isolation within the 5 to 10-day period after they have been asymptomatic for a minimum of 24 hours, however, they will be required to wear a mask outside of their cabin if released before the tenth day.

During isolation, measures will be taken to look after the crewmember's health and wellbeing. The Master will designate one or more personnel onboard to assist the crewmember, including delivering meals and other needed items to their cabin. Protocols such as minimizing entry into the cabin, the wearing of personal protective equipment (i.e. gloves, masks and protective garments) when attending to the crewmember, and the timely collection of meal service items shall be established, all designed to limit potential exposure. Such protocols would be based on guidance and publications offered by public health authorities, including those presently in circulation from the [CDC](#), PHAC and the [International Chamber of Shipping](#).

3. Transfer Ashore for Isolation at a Hotel or Other Accommodation Facility

Should a crewmember be experiencing more severe symptoms, they may be disembarked to a hotel or dispatched to their home. Such a decision will, once again, be based upon the recommendation of public health authorities and a third-party medical provider.

It may also be required in the case where a vessel is scheduled for a U.S. port and having a positive case onboard would otherwise preclude entry. Likewise, the shipowner may determine, for other reasons, that it is advantageous for a crewmember to isolate off the vessel.

In the event the crewmember requires ground transportation or is to be lodged in a hotel, those parties will be notified in advance so that appropriate precautionary measures can be implemented to limit community exposure. Once the crewmember is in a hotel, the shipowner will ensure they have meal service and other basic needs provided, in addition to regular contact with a Company representative or third-party medical provider.

It is understood that should a crewmember be required to isolate ashore, TC and public health authorities generally require it to be at a hotel close to the ship

The isolation period will be for a minimum of 5 days once symptoms have abated for at least 24 hours up to a maximum of 10 days. If the person ends their isolation before 10 days, they will wear a mask once they rejoin the vessel anytime they are outside of their cabin for the remainder of the 10 day period.

4. Transfer to nearest emergency care facility

Should a crewmember have severe symptoms that require immediate medical attention, they will be promptly disembarked and sent to the closest emergency health care facility available that can treat them. This shall be coordinated through the applicable public health authority and first responder services.

Multiple Cases Onboard

Depending on the number of cases, minimum manning requirements will govern decisions on continuing vessel operation. Options include:

- Operating the vessel with affected people under working isolation.
- If the entire crew, or majority of crew, are considered positive for COVID-19, and are asymptomatic, continue operating the vessel, where possible;
- Operating the vessel to minimum crew numbers with affected people in cabin isolation.
- Transferring ashore people with more serious symptoms and bringing alternates if feasible.
- Stopping the vessel at anchorage or berth while affected people complete in cabin isolation; or
- Changing the entire crew if necessary or feasible.

The above options will have implications for crew access to ports and terminals for wharf activities (e.g. mooring and load line checks) and for people who are required under law to access the vessel.

Reporting

Our ship owner members will follow the [Transport Canada](#) and [U.S. Coast Guard](#) requirements as well as the Canadian Seaway ([Welland Canal](#), [MLO](#)) and U.S. Seaway Corporations. If the vessel is destined to a Canadian port, reporting would be made to the nearest local health authority with Transport Canada being advised. As well, [Transport Canada](#) now requires that a vessel's master must also contact the nearest Marine Communications and Traffic Services Centre (MCTS) to report whether any person or crew member on board has a serious illness or any COVID-19 symptoms. Those new reporting requirements can be found in the publication [Radio Aids to Marine Navigation](#) under sections [3.5](#) and [3.8](#).

The master must also send an update to the MCTS if more people on board start to get sick.

Also note that Masters of vessels transiting in Canadian waters west of the St. Lambert lock on the St. Lawrence River and in Canadian waters of the Great Lakes must report whether any person or crew member on board has a serious illness or any COVID-19 symptoms to the closest MCTS Center or any applicable vessel traffic centre.

To assist with reporting, a template for the report is set out in the [Annex 2](#) to this document. If in the waters of the Great Lakes or the St Lawrence Seaway, a report should be emailed to Transport Canada Ontario Region at ONIncidentReports-ONRapportsIncidents@tc.gc.ca as well as the closest MCTS Center or any applicable vessel traffic centre.

Ship owners should advise their labour partners of cases onboard.

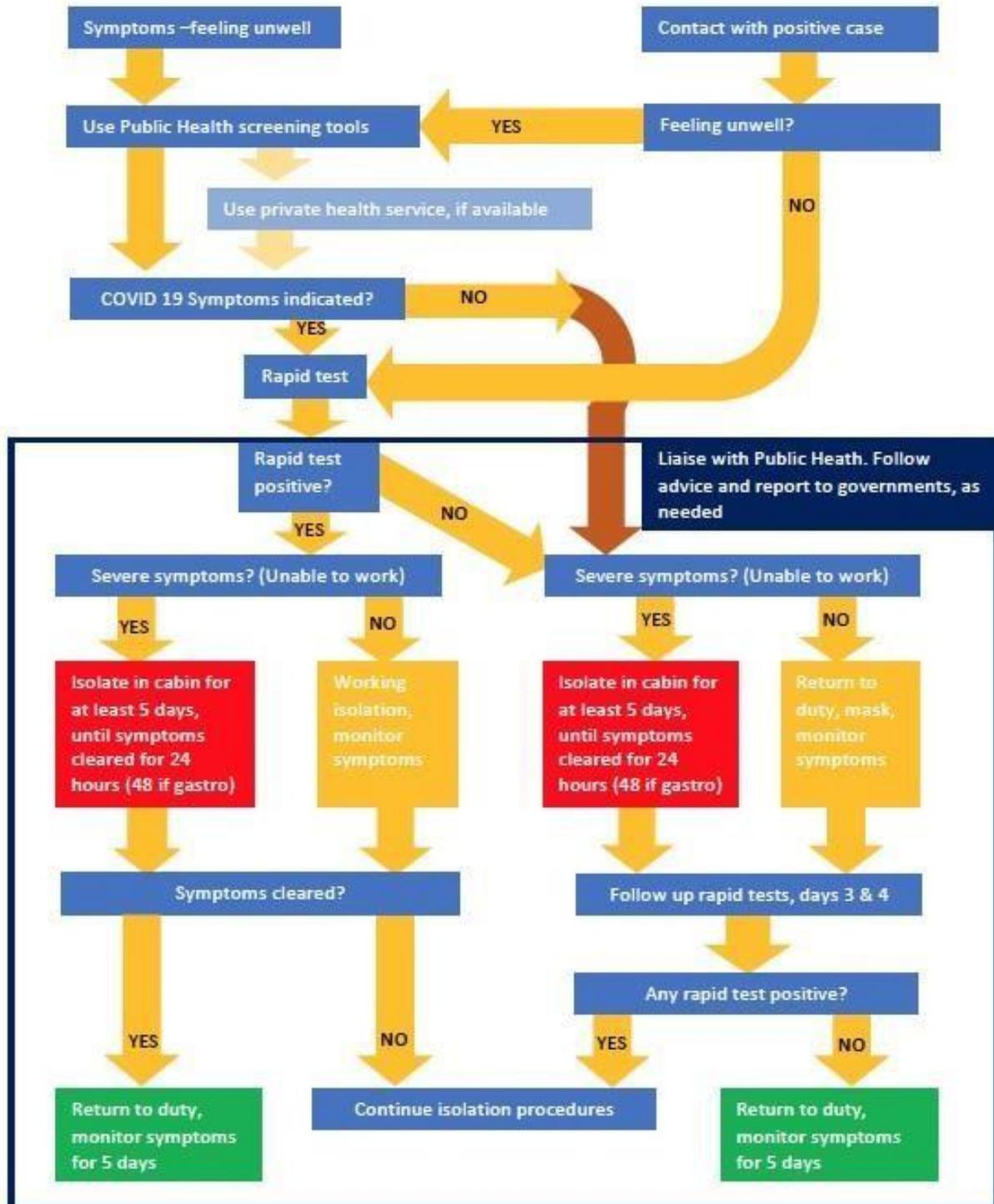
Canadian contact points for the nearest public health authority are presented [above in section 3](#).

If destined to a U.S. port and in U.S. waters, the report would be submitted to the U.S. Coast Guard [Captain of the Port](#) and to the nearest regional quarantine station for the [Centers for Diseases Control \(CDC\)](#).

Once authorities have been notified, the Captain must also notify the Port Authority and docking facilities at the next port of call, the traffic management authorities (the Seaway's and the Canadian Coast Guard), and any potential partners that may be scheduled to board the ship such as inspectors or pilots.



Flowchart: Managing a potential case on board



References

Contact points for public health authorities across Canada are provided in the following links: [Newfoundland and Labrador](#), [Nova Scotia](#), [Prince Edward Island](#), [New Brunswick](#), [Quebec](#), [Ontario](#), [Manitoba](#), [Alberta](#), [Saskatchewan](#), [British Columbia](#), [Yukon](#), [Nunavut](#), and the [Northwest Territories](#).

- Public Health Agency of Canada (PHAC -the federal lead) [Main COVID 19 page](#)
- Links to provincial [Screening Tools](#)
- Transport Canada's infographic on the [Marine Sector and COVID-19](#)
- COVID-19 measures, [updates and guidance issued by Transport Canada](#)
- Transport Canada's [Regional Operational Maritime Plan to Address Coronavirus \(COVID-19\) for the Great Lakes – St. Lawrence Seaway](#)
- World Health Organization (WHO) [Main COVID 19 page](#) and WHO [operational advice](#)
- International Chamber of Shipping [updated technical guidance](#) and [Guidelines for ship-shore interface](#)
- United States [Coast Guard COVID-19 page](#)
- United States [Centers for Disease Control \(CDC\)](#)
- Chamber of Marine Commerce [COVID-19 page](#)
- [Marine Industry Trusted Partners for COVID-19](#)
- The St. Lawrence Seaway Management and Development Corporation's [Mariners Notifications](#)
- [Great Lakes Pilotage Authority Protective Measures](#)
- [Laurentian Pilotage Authority Protective Measures](#)
- [Atlantic Pilotage Authority Protective Measures](#)

February 25, 2022

Annex 1: Private COVID-19 Testing Services Available

Name (link to web site)	Location	Est. Cost	Comments
LifeLabs FlyClear	Throughout Ontario	\$200	<ul style="list-style-type: none"> Focus on international travellers (returning tech specialists)
FH Health	Toronto, Kitchener, Oakville	\$180	<ul style="list-style-type: none"> Same day test results, if tests are booked before 12pm They have mobile services as well, min. # of tests
Ichor	Niagara, Vaughan, Kingston	\$200	<ul style="list-style-type: none"> Also has remote testing and "mail in" kits
Workplace Medical	Ontario Niagara, Toronto area Thunder Bay	\$310/test + \$100/hour	<ul style="list-style-type: none"> Nurses throughout Ontario Mobile services to the vessel available. 416-970-9413 Firm has US partners to provide services to US ports
ExpertMed	Montreal Area and Quebec	n/a	<ul style="list-style-type: none"> Offer mobile testing only Experience working within Ports of Montreal and Quebec
Medfuture Clinic	Quebec	\$300	1 514 378 7000 Offers a saliva test using couriers
Biron Health Group	Montreal-Quebec	n/a	1 833 590 2712 Verrault Shipyards recommends them for testing to access their yard
CDL Laboratories Inc.	Montreal area	In clinic: \$180 Mobile: \$300 plus	<ul style="list-style-type: none"> 1 514 344 8022 They have assisted vessels Offer mobile and in-clinic testing
Dynacare	Montreal area	\$160	<ul style="list-style-type: none"> 1 800 565 5721
CIRION Medical Laboratory	Montreal area	n/a	<ul style="list-style-type: none"> 1 855 902 5226
Future Care	Mainly U.S. ports	\$150	<ul style="list-style-type: none"> Cost depends on location and service provider Offer test kits, but no rapid tests kits Short turnaround times, CDC accepted results
State Road Medical Facility	Ashatabula, OH	n/a	<ul style="list-style-type: none"> Offers Rapid PCR and Antigen testing Requires nasal swab to be taken, with supervision by medical professional
Mirimus Clinical Labs testing@mirimus.com	Brooklyn NY	\$150+	<ul style="list-style-type: none"> Saliva based test in U.S. using FedEx Bar code reader: \$28 U.S.D ea. Saliva test kit: \$18.00 U.S.D ea. Maximum of 24 tests per FedEx box \$480.00 U.S.D

Annex 2: Reporting Template for a Suspected Case Onboard a Vessel

When completed, please email Transport Canada or the U.S. Coast Guard Captain of the Port

Date of report:

First Report (Y/N):

Update:

1. Vessel Name:
2. Contact Person Name and Phone Number:
3. Current Location:
4. Last port and date of departure:
5. Next port and ETA:
6. Number of crew with symptoms:
7. Date symptoms began:
8. Date health authority was notified:
9. Name of health authority notified:
10. Recommendations of health authority:
 - a. Is COVID-19 test recommended (Y/N)?
 - b. If self-isolation is recommended, when did it begin? And for how long?
 - c. Has the crew member(s) been isolated to a part of the ship away from areas where shore-side personnel may need to access if boarding?
11. What disinfection protocols is the ship applying, if any?
12. Is the ship scheduled to go to a port in the U.S. (Y/N)?
13. Confirmation that Captain will advise all service providers in advance of interactions (pilots, Seaway, Port Authority or marine facility, etc.)