

SAMPLE DISEMBARKATION PROTOCOLS AND PROCEDURES

1. Introduction

- 1.1. To establish protocols and procedures for the planned assessment, actions, and reporting for a suspected COVID-19 illness of a crewmember. This guidance is to be used in conjunction with the decontamination protocols and procedures.

2. Responsibility

- 2.1. HSSE management is responsible for providing information to support the implementation of and compliance with this guidance.
- 2.2. The Master, in conjunction with shoreside management, is responsible for fully implementing and ensuring compliance with these procedures on assigned vessel.
- 2.3. All crew members are responsible for following these procedures and following the directions of the Master in vessel emergencies.

3. Disembarkation Procedures for Crew Members with Illness Symptoms Manifested While Onboard

- 3.1. In the event a crew member becomes ill or exhibits signs or symptoms of any illness while onboard a vessel, they shall be screened by a company-provided medical point of contact that can consult and render remote clinician services.
- 3.2. If in the judgement of the medical point of contact the crew member's symptoms are not consistent with COVID-19, the illness shall be managed according to normal company protocols.
- 3.3. If in the judgement of the medical point of contact the crew member's symptoms are consistent with COVID-19, and the crewmember does not require immediate and/or emergency medical treatment, the Master shall:
 - 3.3.1. Isolate the symptomatic employee in single-occupancy sleeping quarters by themselves;
 - 3.3.2. Contact the vessel's managing office alerting them of the situation;
 - 3.3.3. In coordination with the managing office, notify the cognizant Coast Guard COTP as per 33 CFR 160.216; and,
 - 3.3.4. In coordination with the managing office and COTP, make plans to transport the crew member by crew van or other company-provided transportation to a medical service provider or testing facility as dictated by circumstances and recommendations of the medical point of contact.
- 3.4. If in the judgement of the medical point of contact the crew member's symptoms are consistent with COVID-19, and the crewmember does require immediate and/or emergency medical treatment, the Master shall:
 - 3.4.1. Call an ambulance by dialing 911;
 - 3.4.2. Contact the vessel's managing office alerting them of the situation; and,
 - 3.4.3. In coordination with the managing office, notify the cognizant Coast Guard COTP as soon as practicable.

SAMPLE DISEMBARKATION PROTOCOLS AND PROCEDURES

4. Vessel Operation Post-Disembarkation

- 4.1. The Master and crew of a vessel from which a crew member(s) with a suspected COVID-19 illness has been removed shall:
 - 4.1.1. Immediately implement decontamination protocols and procedures; and,
 - 4.1.2. Be evaluated by a company-provided medical point of contact to ensure they pose no greater risk to other individuals on board, other maritime employees, or the general public.
- 4.2. No crew member shall be introduced to the vessel until a negative COVID-19 test result, successful quarantine, and/or complete offboarding and decontamination of the vessel has been completed.
- 4.3. If a deck crew member and/or cook has been removed from the vessel due to a suspected COVID-19 illness, the vessel may continue to operate according to the following operational protocols, subject to the approval of the cognizant Coast Guard COTP. These operational protocols shall apply until lifted by the company and the COTP.
 - 4.3.1. No visitors or vendors shall be allowed on the interior of the vessel.
 - 4.3.2. Crew members shall maintain minimum 10 feet distance from anyone not part of the vessel crew complement.
 - 4.3.3. Fleets and/or other vessels shall be notified prior to the arrival of the vessel. Crew members shall maintain minimum 10 feet distance from fleet and/or other vessel crews. Rigging shall be dropped with each crew working on its own.
 - 4.3.4. Supply/grocery vendors shall be notified prior to arrival to the vessel. Supplies/groceries shall be dropped on the deck without vendor interaction with crew members. All paperwork shall be handled electronically by shoreside personnel.
 - 4.3.5. On entering or exiting a COTP Zone, the vessel shall notify the cognizant COTP(s).
 - 4.3.6. The Master shall immediately report any adverse changes in crew member health condition to the vessel's managing office and, in coordination with the managing office, to the cognizant COTP.
 - 4.3.7. Upon positive COVID-19 test result(s) of the crew member(s) removed for testing, the rest of the crew shall remain quarantined aboard the vessel and continue to implement the operational protocols for a time period recommended by the company-provided medical point of contact and approved by the cognizant COTP. At the end of that time period, if no crew members have become ill or exhibited signs or symptoms of illness, the vessel shall be returned to normal operations without restrictions.

SAMPLE DISEMBARKATION PROTOCOLS AND PROCEDURES

- 4.3.8. Upon negative COVID-19 test result(s) of the crew member(s) removed for testing, the rest of the crew shall be released from quarantine and the vessel shall be returned to normal operations without restrictions.
- 4.4. If the Master, Mate/Pilot, Engineer, or more than 1 deck crew member (not including cook) has been removed from the vessel due to a suspected COVID-19 illness, the vessel shall stop at the nearest available fleet or safe berthing/anchoring location to await test results and implement operational protocols 4.3.1.-4.3.4, subject to the approval of the cognizant Coast Guard COTP.
 - 4.4.1. Upon positive COVID-19 positive test result(s), the rest of the crew shall remain quarantined aboard the vessel and continue to implement operational protocols 4.3.1.-4.3.4. for a time period recommended by the company-provided medical point of contact and approved by the cognizant COTP. At the end of that time period, if no crew members have become ill or exhibited signs or symptoms of illness, a relief crew member(s) shall be onboarded and the vessel shall be returned to normal operations without restrictions.
 - 4.4.2. Upon negative COVID-19 test result(s), a relief crew member(s) shall be onboarded and the vessel shall be returned to normal operations without restrictions.
 - 4.4.3. Alternatively, the company may decide to completely offboard the crew, decontaminate the vessel, and onboard an entirely new crew, subject to the approval of the cognizant COTP.