



COVID-19 IMPACT NOTICE

PORT CALL RECOMMENDATIONS

GLOBAL PROJECTS

PURPOSE

This impact notice contains IAGC's recommended guidance to manage vessel port calls during a crisis involving a virus. This notice is applicable to all projects, globally.

PORT CALL MANAGEMENT

To ensure that a consistent process is in place across all projects, the following actions are recommended to be implemented for each port call. If necessary, Vessels can add to the recommendations based on their location and circumstances.

Vessel Access – Contractors and Visitors

- To ensure that access to the vessel is controlled
- Gangway watch will be maintained on the quayside.
- All non-crew members requiring access to the vessel will have their temperature taken by the watch keeper. Any person identified with fever or symptoms will not be allowed on-board.
- Multi-day contractors/ visitors will be required to follow the same process each day.
- Health Declaration forms are to be completed before access to the vessel is approved. Health Declaration blank forms will be available with the watch keeper.
- Contractors and visitors will be briefed on vessel procedures to reduce the potential for infection from the virus.
- Vessel inductions will be carried prior to boarding the vessel.
- Temperature self-check forms are to be handed to vessel personnel.
- Personnel going onboard the vessel will be limited to contractors required to do essential work
- Any office-based staff that need to access the vessel need approval from both their line manager and the vessel Party Manager/ Master.

Vessel Access – Government and Port Agency Personnel

These groups of personnel may require to board and have access to areas that are restricted to contractors and visitors. At a minimum they should:

- Provide their travel and contact history

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- Have their temperature taken.
- They shall be briefed on the control measures put in place

Vessel Locations – Out of Bounds

Non-crew personnel will be limited to locations on the vessel where they intend to work.

Restricted areas include:

- Accommodation (galley, ship personnel accommodation, rest rooms, changing rooms).
- Crew offices and bridge

Amenities

To ensure non-crew personnel will have access to amenities while they carry out their work the following will be provided/made available

- If possible, and arranged by the Project Manager toilets should be placed on the quayside for non- crew personnel to use during their time on the vessel. If toilets cannot be arranged, then a designated toilet should be made available. The toilet will be provided with cleaning materials.
- Water. Provided on the quayside
- Hand sanitizer and masks, or soap and warm water if the latter is unavailable.

During/Post Port Call

The following should be carried out during/ post the port call to maintain the integrity of the vessel and the safety of those onboard:

- Regular checks to ensure that the non-crew personnel are complying with content of this notice.
- Disinfecting of areas where non-crew personnel have been frequenting.
- Contractors to remove all the extra materials, trash and tools brought on by them. Contractor trash should not be mixed with vessel trash to ensure there is no cross contamination.

Additional Items

- If meals are to be provided for non-crew personnel, then they should be provided as a takeaway meal and consumed either on the quayside or a vessel designated area.
- All non-crew personnel must provide their own PPE.
- “Social Distancing” measures should be implemented to reduce potential person to person transmission. An appropriate distance of 6 feet or 2 meters, or more, where are when applicable, should be maintained.
- If a contractor becomes sick while on the vessel then they will be removed as quickly as possible and provided shore based medical treatment. Once removed, the area where the person was working, or present, is to be disinfected.