

# Public-health recommendations for sealift operations

# **1.** Introduction

Sealift operations are critical to Nunavik; they are considered as essential services. In the context of the COVID outbreak, safety of the crew and the population and protection of the delivery missions are crucial. The following pages present the public-health recommendations for safe operations. We thank the shipping companies for their collaboration in the elaboration of these recommendations.

The plan is based on the most up-to-date information available on the date of revision. The plan is subject to change according to changes in the global and regional situations.

# **2. Precautions prior to travel**

**2.1 Quarantine:** a 14-day quarantine is required for everyone travelling to Nunavik (traveling from the South to the North).

Pre-departure quarantine is an uninterrupted quarantine with the exception of the travel day, where, of course, passengers have to leave their home. When doing so, they must observe physical-distancing measures, avoid public transportation or wear a mask when such transportation is the only way to reach the departure site and wash hands regularly. The quarantine of 14 days is necessary, even if we perform COVID-19 tests prior to departure.

For crew members, a strict quarantine is the only way to make sure that you are safe to board the ship and that you will not infect your crewmates and compromise the delivery in Nunavik.

The crew members' quarantine must start 12-14 days before the ship leaves the loading port. Quarantine must start on the same day for the entire crew. A test will be performed before the departure of the boat (as late as possible, but early enough to receive results before the ship departs). Social-distancing measures must be maintained until the negative test results are received, when the captain is sure that pre-departure quarantines were respected. The ship's captain is responsible for deciding whether or not to lift the quarantine (see more details in the "test" section).



For workers coming to Nunavik by air, the quarantine should be done pre-departure (preferred). When pre-departure quarantine is not possible, it has to be done in the North. Essential workers are allowed to work during quarantine, with maximum measures in place to reduce risk of transmission (refer to measures for isolation and distancing applicable to essential workers); they are required to be in quarantine outside of their work hours. Quarantine must be 14 days and can be separated, with a portion done in the South and a portion done in the North.

We strongly advise anyone who will be in contact with the sealift crew to quarantine before embarking the ship, as distancing measures on the ship may be limited.

Requirements for pre-travel quarantine:

# Stay at home

- Do not go to work, the store or any public place.
- Do not visit other people or have people visit you.
- Plan ahead and do all shopping needed before your quarantine or have someone do it for you.
- You may go outside for walks, but you must go alone (exception allowed for members of your household in quarantine with you) and respect a distance of two metres from others at all times.

## Wash your hands often

- Wash your hands with soap and water, for at least 20 seconds.
- If there is no soap or water available, use a hand sanitizer containing at least 70% alcohol on hands that are free of visible dirt and contamination.
- Wash your hands before and after eating, before and after going to the toilet, and every time your hands appear dirty.

# Interactions with your family

- You can choose to quarantine with your family or away from your family. If you quarantine with your family (for example, you cannot maintain distancing with young children), the entire household must be in quarantine with you and follow the rules above.
- If your family cannot quarantine with you (for example, your spouse has a job and must leave the house to go to work), you should self-isolate from them.
  - Have your own room (you must sleep alone in a separate room).





- Avoid staying in common areas as much as possible. When in a room with others, keep a two-metre distance and use a face covering.
- Use a dedicated bathroom if possible.
- Do not eat with your family or prepare food for your family.
- Do not share plates, utensils, glasses, mugs, towels, sheets, clothes or any other object.

If you or a household member is sick (cough, fever (more than 38°C or 100.4°F) or chills, shortness of breath, loss of sense of smell, diarrhea, fatigue, unusual headache, body ache), please call the info-health line to get tested for COVID-19 and contact your employer.

**2.2 Questionnaires:** Questionnaires are mandatory prior to boarding a plane. People with a new cough, fever or shortness of breath may be denied boarding at the airport. Persons who have returned from a trip outside the country or who have been in contact with a person suffering from COVID in the past 14 days are not permitted to enter Nunavik (they can travel once their isolation is over). Companies are strongly encouraged to evaluate risks by using questionnaires prior to boarding a ship, for crew and visitors alike.

**2.3 Tests:** Testing may be offered prior to boarding (ship or plane). We expect workers to comply with testing measures and procedures. Tests are a safety precaution but are not perfect. The carrier of a virus can test negative before the virus exists in sufficient numbers in his<sup>1</sup> system. Therefore, it is very important to understand that crew should not rely on the tests but to undergo quarantine, to ensure that they are safe to board.

Tests have their limits. They can be negative even when someone is infected. They can also remain positive a long time after someone has recovered from a COVID-19 infection or be falsely positive (very rare).

People who have had surgery or have problems with their nose or throat and people who have had COVID in the last three months (with proof) may not be required to undergo testing. Please refer to the nurse conducting the test if this is a concern for a crew member.

To ensure crew safety, test results will not be confidential. All test results will be communicated to the captain. The captain is responsible for deciding to lift quarantine measures for workers as soon as all negative tests have been received and all 14-day quarantines have been completed. If results are missing, boat operators should contact the Nunavik public-health team for support.

Please communicate missing information (with the person's name and *RAMQ* number) by email to <u>surveillance.vigie.nrbhss@ssss.gouv.qc.ca</u>.

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RÉGIE RÉGIONALE DE LA NUNAVIK REGIONAL SANTÉ ET DES SERVICES BOARD OF HEALTH SOCIAUX DU NUNAVIK AND SOCIAL SERVICES

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<sup>&</sup>lt;sup>1</sup> In the interest of simplicity, the masculine or feminine form is used in this text to denote either sex.



# **3. Precautions on board and during travel**

#### 3.1 Hygiene measures for ship crews

The combination of traditional hygiene practices and social distancing (two metres) is proven to be the most effective control measure against the virus. Ship crews must respect the following procedures at work and in the community:

Wash hands frequently handwashing, using soap and hot water or an alcohol-based (at least 65–70%) hand rub for 20 seconds. The crew members must wash their hands or use hand sanitizer prior to any entrance to the galley.

Avoid touching the face, including mouth, nose and eyes, with unwashed hands (in case hands have touched surfaces contaminated with the virus).

Maintain social distancing by keeping a two-metre space between yourself and any person you are not continually around (i.e., family or direct co-workers).

Ship crew members are encouraged to cover their nose and mouth with a disposable tissue when sneezing, coughing, wiping and blowing the nose, then immediately dispose of the used tissue, wash their hands with soap and water (20 seconds) or with sanitizer.

When tissues are unavailable, the crew members must cover their nose and mouth by coughing or sneezing into a flexed elbow.

All soiled tissues must be disposed of in a waste bin; wash your hands with soap and water (20 seconds) or with sanitizer.

Crew members must keep a minimum distance of two metres (six feet) from other people, particularly the ones coughing, sneezing or feverish. Standing too close can potentially allow the virus to be breathed in.

#### **3.2 Social distancing**

Social distancing, i.e., maintaining a two-meter space, is an optimal way to stop or decrease the spread of infectious diseases, by providing less contact between you and other people.

COVID-19 can be spread numerous ways from person to person: direct and close contact with one who is infectious or within 24 hours prior to appearance of any symptoms, close contact with a person confirmed infectious, who coughs or sneezes, contact with objects or surfaces (such as door handles or tables) contaminated by coughs or sneezes by a person with a confirmed infection, or touching your mouth or face. The greater the space between persons, the lower the chances of spreading the virus.





Key measures for social distancing include:

- Not shaking hands as greeting;
- Staying more than two metres away from people in general, and when practicable, on board;
- Holding meetings via videoconference or teleconference;
- Signing documents digitally when possible;
- Postponing large meetings;
- Holding essential meetings in open spaces, if possible;
- Considering open windows for increased ventilation.

#### **3.3 Hygiene measures for ships**

Ship crews typically maintain their vessels in a clean and orderly condition. During the global threat of COVID-19, attention must be paid to ensure that the ship, common areas specifically, is cleaned and disinfected appropriately.

#### 3.3.1 General

The implementation of a more rigorous cleaning schedule in the common areas on board by the master is strongly recommended. These methods include:

- Wash rest areas and common areas regularly with a cleaning product (disinfectant, follow the manufacturer's instruction for contact time);
- Clean frequently touched surfaces, sanitary facilities, dining room and changing rooms (light switches, doors knobs, elevator buttons, bathrooms, handrails, counters, taps, boxes) and disinfect at least every shift or after each meal;
- Remove objects that cannot be easily cleaned (newspapers, magazines, etc.);
- Provide good ventilation; transmission of COVID can increase in rooms where ventilation is insufficient or air is recycled. If ventilation on board is not optimal, encourage outdoors activities and gatherings. Opening windows should be encouraged if possible.
- Increase frequency of cleaning in common washrooms:
  - Make sure to maintain the toilets twice during the day and twice during the evening, either in the middle of the shift (before lunch / dinner) and at the end of the shift;
  - Clean surfaces likely to be touched by workers;
  - Make sure to disinfect the handles, the toilet seat and the sink regularly;





- Use a poster ("Wash your hands 20 seconds") to remind workers to wash hands appropriately.
- Installing hand-soap dispensers received on board. Any bar soap in all common washrooms must be thrown out.

During crew changes, each cabin must be cleaned and disinfected by the departing crew member, including:

- Bulkheads;
- Furniture and bunks;
- Electronic equipment (refer to manufacture's specifications and maintenance instructions);
- Sink, shower, and toilet:
  - Restrict the use of showers to a limited number of workers at any given time;
  - Organize a schedule for the use of showers;
  - Do not share any objects (e.g., shampoo);
  - Clean the shower after use;
- o Door handles.

#### **3.3.2 Navigational watches**

All navigation equipment must be wiped down with the appropriate product frequently. Officers should not share pens or pencils. Each officer should have their own.

Coffee cups must not be shared.

All railings and door handles should be wiped with the appropriate product frequently. Wheelhouse computer keyboards must be wiped down regularly.

When handheld radios are used, all mikes must be wiped down prior to their handover.

#### **3.3.3 Engine-room watches**

The control room must be wiped down frequently.

Officers should not share pens or pencils. Each officer should have their own. Computer touchscreens or keyboards must be wiped down frequently (refer to manufacture's specifications and maintenance instructions).

Coffee cups must not be shared.

Railings must be wiped down or gloves be worn when making watch rounds. Radios and mikes must be wiped down prior to their handover.





#### 3.3.4 Stores and food-delivery precautions

Disposable gloves must be worn to move stores from the deck area to the galley and storage areas. Gloves must then be disposed of. When wearing gloves, do not touch the face, mouth, nose or eyes, and wash hands frequently.

Fresh produce must be washed before use. Wash hands before and after handling of food.

Once the packaging has been moved to the garbage areas, any surface touched by the packaging, such as tables and floors, must be sanitized. Mixing procedures for cleaning products **must** be followed.

The COVID-19 virus is not particularly resilient outside of the human body. Basic household disinfectant cleaners suffice to eradicate the virus. Proper use of appropriate personal protective equipment (PPE) is essential when using chemicals.

The COVID-19 virus does have the ability to subsist on certain surfaces (e.g., stainless steel, plastic, cardboard) for an extended period. Frequent cleaning of any commonly touched surface is crucial to significantly limit the spread of the disease.

#### **3.4 Catering hygiene**

During the COVID-19 threat, proper catering and food-preparation hygiene still applies. COVID is not transmitted through food but may be transmitted through surfaces or direct contact with people.

- Ensure thorough handwashing before and after each meal;
- Do not share food;
- Do not exchange cups, glasses, plates, utensils;
- Line up while respecting a distance of two meters for the meal service, which should include a Plexiglas / polythene barrier;
- Wash dishes in hot water with soap.

Ensure that all meat-handling practices are correctly followed.

Use different chopping boards and knives for raw meat and cooked foods to prevent cross contamination.

Wash hands with soap and hot water for at least 20 seconds between handling raw and cooked foods.

Clean common areas, equipment, accessories, tables, microwave ovens, water fountains and coffee machines with a cleaning product (disinfectant).





Clean the dining-room tables before each use. The table must have an easily washable surface (plastic or smooth surface).

Maintain a distance of two meters between workers.

Restrict access to meeting spaces and rooms; their reception capacities should be indicated at the entrance.

Leave boots at the entrance and coats in the rooms.

#### 3.5 Lodging

Assign one worker per room when possible.

Maintenance of rooms and dormitories:

- If possible, encourage each worker to clean his personal space;
- If housekeeping is done by housekeeping personnel, give priority to times when no user is in the room or make sure you are two metres away and ventilate the room before doing so;
- Clean with the usual products, paying particular attention to frequently used areas;
- Between the users of the room or the dormitory, carry out a complete cleaning of the room and a disinfection (follow the manufacturer's instructions for contact time) of the bathroom after cleaning (if applicable).

#### 3.6 Laundry

- Restrict the use of washer and dryer to a limited number of workers at any given time:
  - Organize a schedule for the use of washer and dryer;
  - Do not share objects (i.e., detergent);
  - Clean work clothes and gloves daily, or if not, as often as possible, according to the usual procedures, and ensure adequate drying. As much as possible, work clothes and gloves should always be used by the same worker until they have been washed. Consider the possibility of having sufficient spare equipment to increase the frequency of washing.

# 4. Personal protective equipment

Vessels are provided with appropriate masks, hand sanitizer, liquid hand soap, dispensers and nitrile gloves, in addition to the typical amounts provided for operations and first aid.





The procurement team also supplies touchless thermometers for the ships.

Some situations on the vessel require protective equipment (risk of cutting, presence of sharp edges, abrasive or rough surface or in the presence of a corrosive, toxic or other substances presenting similar risks):

- Clean helmets and safety glasses frequently. Before removing PPE, wash your hands with soap and water for at least 20 seconds. Then disinfect the PPE and wash hands after;
- When using respiratory protection, refer to the equipment supplier's instructions for the disinfection method. Avoid lending your personal respiratory protection;
- Replace used gloves with new gloves. Wash used gloves with work clothes to prevent them from becoming potential sources of transmission;
- Follow the procedure for the proper removal of PPE;
- Remove the gloves, wash your hands with an alcohol-based solution, remove the eyewear, wash your hands with an alcohol-based solution, remove the mask by holding it by the straps without touching the paper and finish by washing your hands with an alcohol-based solution

Face masks and ocular protection are recommended during quarantine, whenever a twometre distance between crew members cannot be kept, except during sleep. It is also mandatory at all times for people experiencing symptoms or for a person interacting with someone with COVID-19 symptoms. While on board, continual use of masks is not recommended after the quarantine has been lifted by the captain. Wearing a visor that covers the face including the chin could be an alternative to the procedural mask and protective eyewear.

# **5. Visitors**

The aim is to keep all vessels COVID-19 free. Restricting access, screening visitors (for symptoms, in particular fever, shortness of breath, loss of sense of smell, new cough or worsened cough), ensuring distancing and hygiene measures or use of a mask and eyewear when distancing is not possible should be rigorously implemented.

We encourage companies to restrict visits to critical visitors, as defined by the company.

The only exceptions are the first responders, in the case of an emergency, regulatory visitors and licensed ship pilots.

#### **5.1 Pilot procedures**

During the transit in the seaway and the Saint-Lawrence River, pilots on board our vessels





become a potential risk of contamination with COVID-19. To limit the risks, preventive measures are imposed and must be adopted by all personnel on board. Below is a list of risk factors for contamination with COVID-19 and the precautionary measures adopted.

#### **Risks factors:**

Direct contamination between the crew members and the pilot

Contact cross contamination with surfaces (door handles, guardrails, navigational equipment, etc.)

#### **Preventive measures:**

Install a hand-sanitizer dispenser at the pilot's boarding point and ensure that the pilot uses it once on board.

When possible, maintain a two-metre distance between the crew members and the pilot.

Escort the pilot to the wheelhouse using the exterior stairs, limiting the risk of contamination on board.

Once the gangway has been reached, the accompanying crew member and the pilot must wash their hands with soapy water even if gloves are used.

During the meeting between the pilot and the crew members present at the wheelhouse, the handshake must be avoided. Instead, we recommend an alternative, contactless greeting.

In order to limit contact with the various elements of the wheelhouse, when possible, a radar and a chair will be specifically assigned to the pilot.

Crew members assigned to the bridge during their watch must wash their hands before entering and leaving the wheelhouse, to limit the risk of contamination.

When the pilot disembarks, he will be escorted again, using the exterior stairs.

After disembarkation, the wheelhouse should be disinfected, when possible. Particular attention should be paid to risky surfaces such as the radar, ECDIS, VHF radio, assigned chair, door handles, armrest under the front windows, bathroom or any other surface that may have been in contact with the pilot.

# **6. Symptoms and isolation of a crew member**

A plan for on-board isolation of a crew member with any COVID-19 symptoms must be developed, especially for ships where crew members use shared cabins or washrooms. If a washroom is shared, moving the affected crew member to another location must be considered.





In some cases, an alternate cabin (e.g., owners' cabin) may be a preferred location. When identifying the ship's isolation procedures, consider:

- The proximity to other crews and galleys/mess areas. When feasible, maximize the distance from as many crew members and galleys/mess areas as possible;
- Providing the individual with direct access to a washroom (if the washroom is shared, the infected person needs to clean it after each use; every washroom needs to be cleaned at least two times per shift).

The masters and chief engineers are requested to identify an infirmary cabin and have the discretion to identify the temporary infirmary on their vessel.

Anyone infected with COVID-19 may have few to no symptoms. Symptoms can take up to 14 days to appear after exposure to COVID-19; sometimes they do not manifest.

Symptoms include:

One of the following: Fever (higher than 38°C), cough, shortness of breath and loss of sense of taste or smell

OR

<u>Two of the following</u>: Diarrhea, sore throat, unusual fatigue, headache or body aches (not caused by physical work).

In the eventuality that a crew member meets the definition of a suspected case, he must be isolated and follow the procedure below.

### 6.1 Isolation precautions for crew members

If any crew member begins to display clinical symptoms meeting the Public Health Agency of Canada's definition, they should immediately be given a mask and sequestered to their cabin or the designated cabin (depending on decision made on board; see section 4.0).

Interactions with the crew member should be kept to a minimum. The following procedures must be implemented:

- Communication should be facilitated by an internal ship phone or radio.
- Any crew members interacting with the suspected infected crew member should wear a Tyvek or a similar suit, a mask, goggles or a face shield, and gloves.
- Any PPE worn during the interaction should be discarded or cleaned immediately.
- All food must be delivered to the door:
  - Leave it on the floor in front of the door, so the isolated person can take it; follow the same procedure when finished;
  - Wear gloves when picking up the tray;





- Take information on the condition of the sick crew member without contact;
- Crew members beginning to feel the onset of any symptoms must report them to their supervisor as soon as noticed.
- When available, use disposable plates and cutlery, dispose of the used items in a sealed bag, or if the usual dishes are used, ensure they are cleaned immediately (important: do not wash by hand).

#### 6.2 Confirmed suspected case on board

Following health authorities' advice, if a suspected case on board is identified, a conference call with the senior crew member as well as the shore COVID-19 Task Force will be arranged as soon as possible to determine the immediate next steps, based on a variety of factors: the crew member's condition, the vessel location, number of crew affected, available resources in the area, etc. The vast number of variables will determine the action to be taken (e.g., if at sea, which port will the vessel head to?). The relevant federal authorities will be notified when the best strategy is decided on.

#### 6.3 Reporting in Canadian waters

If anyone on board is found symptomatic or suspected with COVID-19, the masters must report to the MCTS and the local public-health authority. Transport Canada must also be informed.

Physicians on call for the Nunavik Department of Public Health may be contacted for support for shared decision making as needed: 1-855-964-2244 or 1-819-299-2990.

#### 6.4 Disembarking procedure for affected crew member

The current contingency plan for a suspected case of COVID-19 on board a commercial vessel is to disembark the crew member as soon as practicable, to initiate the treatment ashore.

The exact details of the disembarkation will vary from case to case and may include Coast Guard extraction via tender or helicopter. Transport Canada has provided the following guidance for disembarking a crew member suspected of having COVID-19.

Disembarkation of suspected cases:

During the disembarkation of suspected cases, every effort must be taken to minimize the exposure of others and avoid environmental contamination. Suspected cases should be provided with a mask to reduce the risks of transmission. All staff involved in transporting suspected cases should apply *infection control practices*, following PHAC guidance. These practices are summarized below:





When disembarking a suspected case, any personnel involved should routinely perform hand hygiene and wear a medical mask, eye protection (goggles or face shield), Tyvek or similar suit, and gloves.

PPE should be changed after disembarking each patient and appropriately disposed of in a sealed bag.

Transport staff should frequently clean their hands with an alcohol-based hand rub or soap and water and ensure that they clean their hands before putting on PPE and again after removing it.

During transit, any equipment used to transport a patient should be cleaned and disinfected, with attention paid to the areas in contact with the suspected case. The cleaning should be executed with a regular household soap or detergent first. Then, after complete rinsing, a regular household disinfectant must be used.

# 7. Shore leave

Transport Canada has reiterated its support to ship owners, stating that shore leave is important to the crew's mental health and well-being. While keeping in mind the safety and health of those crew members, we trust operators to aim for the right-risk-to benefit balance for the crew.

If a crew member is exceptionally authorized shore leave within Nunavik, the captain must ensure that the harbour master appointed by the NV (or the mayor) is aware.

# 8. Beach procedure for unloading and loading of cargo

Crew members should not be in contact with the population. The harbour master, appointed by the NV, is the point of contact with the community. The crew is expected to comply with the measures on shore.

Transparency and good communication with partners and community leaders are encouraged, as leaders are very protective of their communities.

No corporate promotional items (tuques, caps, pencils, etc.) may be distributed.

PPE, including gloves (reinforce the handwashing protocol), procedural masks and Tyvek (or similar) coveralls, will be provided in sufficient quantities and located in strategic locations (on tugs, in portable offices, with heavy machinery and on the ship) in order to provide quick and efficient access.

## 8.1 Beginning of operations

The beach team members will be assessed for symptoms before disembarking (if someone has symptoms, the CLSC should be contacted and the person tested).

Warning signs and instructions should be posted on the equipment mobilized ashore.





### **8.2 Landing operations**

Social distancing (two metres) must always be respected; interaction with local residents must be limited to what is strictly necessary. If an interaction requires someone to be closer than two metres, protective eyewear and a mask should be worn.

Equipment (computer equipment, machinery controls, office tools, etc.) must be cleaned after each user.

### **8.3 Interactions with clients**

Initiatives proposed by the companies to have a container with designated entrances, separated by a Plexiglas panel, are safe. If meetings are held, it is safer to hold them outdoors than in the container (air circulation).

When delivering a vehicle, ensure that measures are well understood by clients and that vehicle-disinfection procedures are respected.

The use of electronic forms and electronic signatures is recommended. In the event of impossibility due to technical reasons, the paper versions must be printed in advance and the customer must sign with his own pen or pencil.

Tools (IT/office equipment) must be disinfected after each user.

Sanitization of the vehicles or part of the cargo handled by the crew must be strictly carried out.

No visitor or customer will be allowed in the beach office.

If the team cannot comply with the rules, the harbour master or the NV should be contacted for support.

#### 8.4 Loading lateral or retrograde cargo

Controls of vehicles and machinery to be loaded as cargo or to be moved must be disinfected before any handling by the crew.

PPE must be used (hand hygiene is preferable to use of gloves, procedural masks should be used, etc.) as applicable.

### 8.5 End of operations

The disinfection of all controls of the machinery to be loaded on board (tug wheelhouse, heavy machinery, side-by-side-type vehicle, etc.) must be carried out rigorously.

No PPE that has been used ashore may enter the ship except types can be sanitized. Handwashing will be compulsory when boarding the ship.

Clothes, paper, cardboard and materials that absorb water are not significant COVID transmitters.





No admission of tools from the beach office will be allowed on board without having been cleaned with disinfectant beforehand (IT/office equipment).

# **9. Tanker operations in Nunavik**

### 9.1 Pre-arrival of vessel

• Prior to the tanker's arrival, the community shall be advised of the vessel's estimated time of arrival (ETA) and local radio should advise residents to stay away from the shore manifold, floating hose and the vessel.

### 9.2 Floating hose shore-manifold operations - 13 villages

- The vessel's crew will deploy the hoses to the shore manifold and set up the shore manifold. Mechanical assistance from shore staff may be required in pulling the hose up from the beach to the manifold, but there will be no issue respecting social distancing.
- While setting up the shore manifold and then dismantling it, if crew members are required to work closer together than two metres, they are to wear a mask.
- Once cargo operations commence, one of the vessel's crew will remain at the shore manifold as shore watch. He will be relieved every six hours by another crew member.
- A safety area will be established at the shore manifold to restrict all non-essential access. Signs will be installed to inform all concerned individuals regarding the new procedures.
- The vessel's crew will operate the shore manifold as per normal practice.
- There is **NO** requirement for any crew member to leave the area of the shore manifold or to come in contact with shore personnel.
- The vessel's crew will work in isolation at the shore manifold and have <u>NO</u> requirement to enter the village during the cargo operation.
- The vessel's crew will remain on the vessel, other than when connecting the hose to the shore manifold.
- It is prohibited for any crew member to access business establishments and/or any infrastructures in the local communities.
- On completion of cargo operations, the operation is the reverse of installation, again with NO need for any contact between personnel.





### 9.3 Kuujjuaq barge delivery

There will be tankers anchored at Jobie's Point discharging into client-operated fuel barges based in Kuujjuaq.

The barge crews will not be permitted to board the anchored ship while alongside Jobbie's Point but will stay on the tug/barge.

- The tanker discharge does not require face-to-face contact between the vessel's crew members and barge personnel.
- When the tanker arrives, the key meeting between the chief officer and the barge personnel will be by electronic means. There will be no face-to-face meeting.
- The cargo inspectors will gauge the vessel's tanks and take samples while using procedures developed over the last eight weeks with terminal operations in the South which have been very successful.
- The cargo inspectors will ullage the cargo tank and will take samples from the deck of the vessel, all while wearing a mask and maintaining the appropriate social distancing from the vessel's crew members.
- The cargo inspectors will be transported to and from shore while wearing a mask and maintaining social distancing on the workboat.

### **9.4 FCNQ personnel living on board the ship (floating hose villages)**

For Nunavik community deliveries, FCNQ personnel will travel with the ship as supernumeraries.

- The three FCNQ personnel (two gaugers and one cargo inspector) scheduled to work on each vessel for an Arctic voyage will board the tanker vessel in Québec City rather than fly to the first discharge port. These FCNQ personnel will have to follow the same procedures and medical tests that crew members adhere to when they join the vessel. There will likely be a majority of the crew who have just joined the vessel prior to departure for the Arctic. This personnel will follow the same procedures as the vessel's crew relative to COVID-19 once on board the vessel.
- Prior to arrival at each disport, the FCNQ should endeavour to ensure that all nonessential activity at the fuel depot is shut down while the fuel delivery is carried out. The gas station should be shut down and non-essential fuel deliveries should be delayed, so as to ensure there is NO physical contact between FCNQ shore crew and the local residents.
- The vessel and Petro-Nav, Inc. will advise the Kativik Regional Government and town manager of the vessel's ETA as well as respectfully advise them that NO ONE should attempt to contact the FCNQ shore team or be near the shore manifold and to keep their boats away from the floating hose.





- On arrival at the first discharge port, the FCNQ crew will go ashore to operate the tank farm during cargo-discharge operations. They will have to make arrangements in advance to have the FCNQ Petro-Manager leave them a truck at the marina which has been duly disinfected before they arrive. They will use this truck to transport the shore-manifold equipment and the assigned crew members to the shore manifold to set up the manifold and, if required, to assist with the hose deployed to the manifold.
- The FCNQ will use the truck to travel to and from the marina in order to meet the workboat at shift changes.
- The workboat will arrive at the marina; no one but crew going to the depot or shore manifold will disembark and they will go straight to the pickup truck to be driven to the manifold or depot.
- The two gaugers and the cargo inspector are to remain at the depot/tank farm. They are not to stay in the hotel or visit the co-op or Northern store, and must not come into contact with any local resident, and this at all times.
- During their stay ashore, the FCNQ crew will work/stay exclusively at the tank farm/fuel depot, except when using the truck for shift changes at the marina and to pick up meals delivered by the workboat.
- The FCNQ crew must return to the ship or sleep at the tank farm.
- Meals will be delivered ashore from the vessel when changing the shore-manifold crew.
- The village FCNQ crew normally employed at the depot will have to ensure that it maintains the mandatory physical distancing from the FCNQ shore crew.
- On completion of cargo operations, all material brought ashore will be packed up to be transferred to the truck and then to the workboat at the marina.
- Any garbage should be put in a sealed garbage bag and left at the depot with instructions that it not be touched for four days. The date is to be clearly marked.
- The FCNQ shore crew should wash down the office where they have been living with disinfectant.
- All hard surfaces on the truck should be wiped down with disinfectant before leaving the truck at the marina before boarding the workboat for departure.
- In case the ship has to depart quickly during cargo operations due to sudden onset of bad weather, the crew stranded ashore will have to stay at the hotel and have meals brought in. It must be noted that by this point, more than 14 days will have elapsed since they joined the ship and no symptoms of COVID have been observed on board.

