

NOTICE TO INDUSTRY

Notice Number: NTI 16
Date issued: December 3, 2021
District: All

Subject: APA Mandatory COVID-19 Vaccination and other stakeholder mitigations

As a Federally regulated workplace the APA is required to establish, operate, and maintain in the interests of safety an efficient pilotage service by providing this service in a manner that promotes and contributes to the overall safety of navigation, including the safety of the public and marine personnel and the protection of human health.

In connection with the above, the APA has mandated a vaccination policy that requires all employees to be fully vaccinated. This policy complies with the Federal governments *Interim Order No. 7 Respecting Passenger Vessel Restrictions Due to the Coronavirus Disease 2019 (COVID-19)* and mirrors the requirements of the government's policy *COVID-19 Vaccination for the Core Public Administration Including the Royal Canadian Mounted Police*.

To ensure continuity, the APA has also implemented many internal measures to ensure that risks to the crew onboard stakeholder vessels, as well as for our pilots, would be mitigated and the essential shipping of goods and services would continue uninterrupted. As pilotage has been deemed an essential service, along with other marine trades, we all must take measures to reduce the spread of COVID-19 in the industry and ensure business continuity.

The measures the APA has enacted are listed below, effective immediately:

Preventative Measures:

- All APA Pilots are confirmed Fully Vaccinated in accordance with Interim Order #7.
- All visitors and contractors to the APA are required to be Fully Vaccinated to enter APA worksite or interact with APA personnel
- All pilot boat crew and other APA employees will be Fully Vaccinated in accordance with APA's mandatory vaccination policy by the federally mandated deadline of January 24, 2022. Any employee who is partially vaccinated is complying with an accommodation protocol, including routine rapid testing, until they are fully vaccinated. At this time, all employees are fully or partially vaccinated.
- Pilots are required to wear medical grade masks on board vessels under conduct.
- Pilots and crew are to self monitor and report any symptoms to the APA prior to being assigned to a vessel. If pilots are symptomatic, they are to remove themselves from the workplace and contact Public Health for guidance and testing requirements.
- Where taxi services are utilized, the APA is ensuring they follow proper sanitation and PPE protocol and whenever possible the taxis are to have barriers in place.
- Collaboration with stakeholders in all ports to ensure security protocols are conducive to mitigating health risks.
- COVID testing of pilots is done with guidance and assessment from Public Health and with the assistance of 3rd party health professionals when required.

Personal Protective Equipment (PPE):

- PPE (masks, gloves and safety glasses) and hand sanitizer has been issued to all pilots and pilot boats to ensure supplies are readily accessible as required.

- The APA is in close contact with Public Health Agency of Canada (PHAC), local Public Health, and health professionals to ensure the pilots and crews have the correct PPE, know the correct procedure for use, and proper disposal.
- Employees are following each stakeholders Policies and Procedures for COVID-19 when onboard the various vessels and entering any terminals for an assignment.

Offices:

- APA administration staff are confirmed fully vaccinated, maintain physical distancing, and follow all provincial public health protocols.
- APA Dispatch continues to work from our office with reduced exposure due to the above measure.

Onboard Stakeholder Vessels/at Terminals:

- APA protocols include social distancing, reduced interaction with non-essential crew members and wearing a medical grade mask and PPE. We encourage stakeholders to provide the APA with any additional protocols onboard when ordering a pilot.
- APA Pilots have been instructed on PPE usage as per PHAC recommendations. If the requirement of the vessel differs from the above recommendations the APA protocols will be followed.
- Please keep in mind that to safely conduct the vessel it is essential that Pilots have access to various navigational equipment on the bridge. Equipment such as RADAR, ECDIS consoles, ROT indicators etc. are often redundant on many vessels. Best practice would be to have the Pilot use one and the vessel crew use the other; 1. to avoid cross contamination; 2. better monitor the vessels position through independent means.

Until Health Canada declares this matter to no longer be an imminent concern, this protocol will remain in place, and we ask our stakeholders for your cooperation to ensure the health and safety of our personnel and the greater community. A notice will be posted when the temporary protocol is no longer required.

Thank you for your assistance and understanding. If there are any questions or concerns with the contents of this Notice, please contact the Operations Department of the APA at operations@atlanticpilotage.com

This notice cancels NTI-12-2021