

NOTICE TO INDUSTRY

Notice Number: NTI-18
Date issued: April 26, 2022
District: All

Subject: **Cruise Ship COVID-19 Safe Boarding Protocols for Pilots**

The COVID-19 pandemic has had a devastating impact on Canada's transportation sector, and while local public health measures are being lifted in our region, the federal government and Transport Canada have recommended to continue to adhere to the mitigations that have served us well over the course of the pandemic. The COVID-19 virus is still present in our region and remains a serious health concern for our employees and the marine transportation industry.

This protocol is aligned with Transport Canada's [Interim Order #3](#), [SSB No.: 17/2021](#) and [SSB No.:18/2021](#) and should be read in conjunction with APA's [NTI-14 COVID-19 Pilot Protection Measures](#) and [NTI-16 APA COVID-19 Vaccination Policy and other Stakeholder Mitigations](#).

All Cruise Ships requiring a pilot are requested by the Authority to implement the following sanitation and protection procedures to help protect the health and safety of our pilots.

Masters and/or agents are to answer the below questions to APA Dispatch (dispatch@atlanticpilotage.com) with as much notice as possible and to confirm **within 12 hours** of pilot arrival on board:

1. Are any crew members onboard symptomatic of COVID-19 and/or required to isolate? **Yes** or **No**
2. Have any crew members tested positive for COVID-19 in the past 7 days? **Yes** or **No**
3. Is the vessel currently in an Orange or Red status as per PHAC/CDC colour coding system? **Yes** or **No**

If **yes** to any of the above questions, please provide to APA Dispatch the following relevant details for all persons isolating or tested positive for COVID-19 within last seven days, including:

- Number of passengers
- Number of crew with details of rank/dept of each crew member
- Details of any mitigations required by Public Health Agency of Canada, Provincial Health Authority, or Port Authority
- Confirmation that pilot will not be transiting through an isolation/quarantine zone

Confirmation of the above ensures APA Pilots are advised of the potential hazard in a timely manner and any additional precautions can be taken prior to boarding the vessel.

Mitigations Requested Prior to Pilot Boarding

- Pilot boarding corridor to the bridge with minimum interaction with passengers or non bridge crew. Possible options include:
 - ordering departure pilot for as close as practicable to completion of passenger embarkation
 - security escort guided to the bridge without interaction with passenger
 - boarding the vessel via a crew only door/elevator
 - providing a departure corridor for the pilot on arrivals that does not involve queuing for the gangway
- Where necessary, preboarding security clearance to ensure an efficient routing to the bridge
- Bridge to be sanitized within the two hours of pilot boarding

Mitigations while Pilot Onboard

- Bridge crew and those interacting with the pilot requested to wear respirator (KN95/N95/FFP2)
- If crew do not don a mask and physical distancing cannot be maintained, pilot may refuse the assignment.
- APA pilots are required to wear a KN95/N95 while on board all vessels.
- Personnel to meet pilot at the gangway shall remain well clear of the pilot.
- Whenever possible maintain a distance of at least 2 meters between the pilot and crew members. This is inclusive of berthing / unberthing maneuvers.
- Bridge crew will be kept to minimum required for safe navigation while pilot in attendance.
- All other mitigations listed in [Notice to Industry #14](#) are adhered to.

Additional APA COVID Mitigations for a Cruise Ship with a Suspected or Confirmed Bridge Crew Member Onboard or in an Orange or Red Status

Captain to confirm vessel compliance with all COVID mitigations listed below:

- All personnel to be on the bridge are to be asymptomatic AND receive a NEGATIVE rapid antigen test as close as reasonably possible prior to pilot boarding.
- Crew to comply with pilot's direction with respect to physical distancing
- Master to confirm that all isolating crew will remain in isolation during the assignment

Rapid testing of the bridge crew to be completed just prior to confirming pilot boarding time and test results sent by email to Dispatch Dispatch@atlanticpilotage.com , HSEQ Manager pmckenna@atlanticpilotage.com , and COO David Anderson DAnderson@atlanticpilotage.com in copy. Pilot will be cleared to board once NEGATIVE results have been received.

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.

Additional Information

Transport Canada:

[Ministerial Orders, Interim Orders, Directives / Directions and Response Letters \(canada.ca\)](#)
[Ship Safety Bulletins \(canada.ca\)](#)

Government of Canada Public Health:

[Coronavirus disease \(COVID-19\) outbreak updates, symptoms, prevention, travel, preparation - Canada.ca](#)

World Health Organization:

[Coronavirus disease \(COVID-19\) \(who.int\)](#)

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.