



## NOTICE TO CLIENTS NO. 1 / 2020

### NOVEL CORONAVIRUS

Given the concern over the spread of the Novel Coronavirus, for the protection of our employee pilots, the Authority is instructing the GLPA dispatchers of the following:

- *When an agent or a ship contacts the dispatch office to give a twelve (12) hours prospect, request the agent or person to give you all the vessel's inbound ports of origin.*
- *In addition, you are to ask the following questions to the agent or person:*
  1. *Is there any sick crew members on board?*
  2. *If so, are they exhibiting the following symptoms: high fever, shortness of breath, dry cough or breathing difficulties?*
  3. *Regardless of the answer to item 1 and 2 above, the dispatcher will request a written and signed declaration from the master. In the declaration, the master must declare if there are any sick crew member or not on board and declare if any crew members are exhibiting the symptoms described above at item 2.*

Please find attached a sample of a GLPA declaration form to be completed and signed by the master and it must be forwarded to our dispatch office at the following e-mail address on the 12 hours prospect:

Eastern dispatch: [cornwalldispatcheastern@glpa-apgl.com](mailto:cornwalldispatcheastern@glpa-apgl.com)

Western dispatch: [cornwalldispatchwestern@glpa-apgl.com](mailto:cornwalldispatchwestern@glpa-apgl.com)

The Authority will not permit a pilot boarding if any crew member is showing signs of the symptoms described above. Transport Canada will be informed of the situation by the Authority and will await further instructions.

We are counting on your cooperation to protect all personnel boarding vessels in the Great Lakes Region.

Thank you for your assistance.

  
Diane Couture  
Director of Operations