



NOTICE TO INDUSTRY NO. 1 / 2021

COVID-19 – HEALTH PROCEDURES AND REPORTING PROCESS

The opening of the 2021 season is upon us and with COVID-19 continuing to evolve, health and safety measures are a priority and must be upheld to protect colleagues in the marine industry, ourselves and our families. We must work together to reduce and/or eliminate the spread of COVID-19.

HEALTH MEASURES

Great Lakes Pilotage Authority (GLPA) pilots / apprentice-pilots will continue to practice the GLPA safety protocols. In support of these safety procedures, pilots / apprentice-pilots are being supplied with all the necessary personal protective equipment (PPEs).

For the health and safety of those who work in and support the Great Lakes Region marine industry, please ensure the following measures are in place:

1. Per health authority requirements, practicing hand and respiratory hygiene is important at all times and is the best way to protect others and yourself. **It is mandatory for GLPA pilots to wear a mask when boarding the vessel and at all times on the bridge when a 2-meter distance is not possible. Vessel operators are reminded that vessel personnel should also wear a mask.**
2. Ensure that the navigation bridge, the bridge washroom and the pilot's cabin are sanitized prior to the boarding of a pilot and after any exchange of pilots. Hand sanitizer or soap and paper towels are to be made available to the pilot in prominent places on the bridge, in the washroom and in the pilot's cabin.
3. The GLPA pilots / apprentice-pilots are instructed to arrive on the bridge navigation deck through outside accommodation stairs only and not to circulate inside the accommodations.
4. The GLPA will continue requesting, for the 2021 navigation season, the declaration form to be completed by the master directly after placing the 12-hour prospect and to be returned duly signed to the GLPA at:
 - a) cornwalldispatcheastern@glpa-apgl.com for vessels entering the Great Lakes Region at St-Lambert or departing from a port between St-Lambert and Cape Vincent N.Y. if a crew change occurred since the entrance of the vessel at St-Lambert.
 - b) cornwalldispatchwestern@glpa-apgl.com for vessels departing from a port upstream of Cape Vincent N.Y. if a crew change occurred since the entrance of the vessel at St-Lambert.

This form includes confirmation that sanitation and protection procedures described in this notice to industry are implemented and to receive confirmation of any crew changes in the last 15 days.



Sanitation Procedures:

- Ensure all spaces the pilot will encounter are clean and hygienic.
- Ensure surfaces are wiped with disinfectant and sanitized prior to the pilot boarding. Surfaces included but not limited to:
Hallways, handrails, elevators and tables with specific attention given to the bridge area of the vessel, pilot's cabin, bridge lavatory and any equipment the pilot may use such as VHF radios, keyboards, radars, etc.

Protection Procedures:

- When requesting a pilot through the GLPA dispatch office, any individual with COVID symptoms onboard must be reported at that time by the Master or Agent of the vessel. This ensures GLPA pilots are advised of the potential hazard in a timely manner and any additional precautions can be taken prior to boarding the vessel.
- Promote regular and thorough hand washing by crew members prior to a pilot boarding.
- Ensure that pilots have access to places where they can wash their hands with soap and water.
- Hand sanitizer is to be made available to the pilot in prominent places throughout the vessel.
- Vessel personnel should always wear a mask on the bridge when a 2-meter distance is not possible.
- Any crew member with COVID symptoms is not to be in the presence of the pilot.

Until Public Health Agency of Canada declares this matter to no longer be an imminent concern, these health measures will remain in place and we ask our stakeholders for their cooperation to ensure the health and safety of our personnel and the greater community.

SERIOUS ILLNESS OR COVID-19 REPORTING PROCESS

The GLPA is a member of the COVID-19 response team in the Great Lakes Region (also known as the Unified Command Center) to ensure a comprehensive and coordinated approach is taken to identify and mitigate threats of COVID-19 for vessels operating in the Canadian waters of the Great Lakes St. Lawrence Seaway.

In the event that Public Health Agency of Canada (PHAC) determines that a crew member onboard a foreign or Canadian flagged vessel is to be at risk, Transport Canada Marine Safety and Security, in coordination with PHAC, will provide notification to others on a required basis (including but not limited to the Canadian Coast Guard, Pilotage Authorities, Port Authorities, St-Lawrence Seaway Corporation etc.).



A vessel's master must contact the nearest Marine Communications and Traffic Services Centre (MCTS) to report whether any person or crew member on board has a serious illness or any COVID-19 symptoms. Those new reporting requirements can be found in the publication *Radio Aids to Marine Navigation* under sections 3.5 and 3.8. <https://www.ccg-gcc.gc.ca/publications/mcts-sctm/ramn-arnm/part3-eng.html>.

The master must also send an update to the MCTS if more people on board start to get sick. Also note that Masters of vessels transiting in Canadian waters west of the St. Lambert lock on the St. Lawrence River and in Canadian waters of the Great Lakes must report whether any person or crew member on board has a serious illness or any COVID-19 symptoms to the closest MCTS Center or any applicable vessel traffic centre. See SSB 02/2021.

Foreign flagged vessels and Canadian Flagged vessels arriving in Canada from international voyages are reminded to inform Transport Canada of any illness when submitting the 96 Hour Pre-arrival Information Report (PAIR) and advising Transport Canada of any illness or change in crew health in accordance with the [Special Marine Security Notification 2020-007](#).

The U.S. Coast Guard and Centers for Disease Control now require masks be worn on all commercial vessels in U.S. waters and have provided an email to report non-compliance (wearamask@uscg.mil).

Thank you for your assistance and understanding. If there are any questions or concerns with the contents of this Notice, please contact the GLPA at: questions@glpa-apgl.com or Diane Couture at (613) 933-2991 Ext. 209 or at dcouture@glpa-apgl.com

March 17th, 2021
Cornwall, Ontario

Diane Couture
Director of Operations