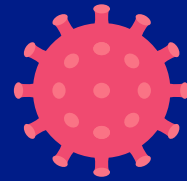
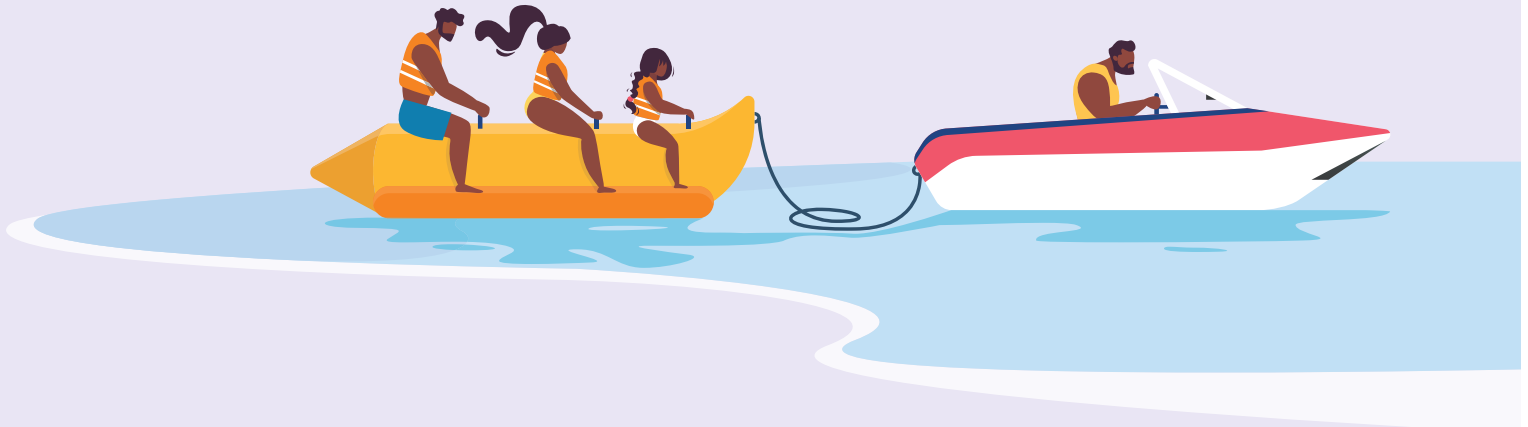


COVID-19 (Coronavirus)



Phase
3

Guidance for Island Boats 'Hire & Reward'



Island Boat Inspection Appointments Now Available

Marine & Ports Services invite Island Boat owners and operators to make appointments for annual licensing inspections. The required documents including fire certificate and proof of insurance coverage for the adjusted approved passenger capacity must be presented on inspection. The annual registration fee will be charged at the amended approved passenger capacity allowed to carry onboard. A passenger certificate will be issued by the Department of Marine and Ports Services on completion of inspection to be posted onboard the vessel. This process must be completed before commercial vessel will be allowed to ply for hire/rental. This is a COVID-19 Public Health requirement for mask wearing and social distancing measures during Phase 3.

Effective Immediately

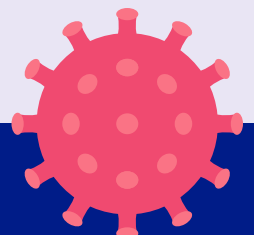
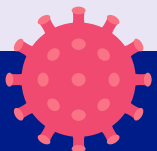
THE FOLLOWING GUIDELINES ARE IN PLACE FOR ALL COMMERCIAL BOATS IN OPERATION

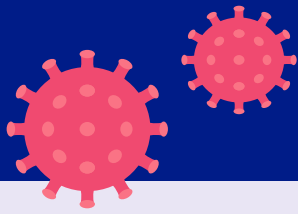
1. No commercial boat will be allowed to operate until an Island Boat has been inspected by Marine and Ports; and provided with an updated passenger certificate with their approved passenger capacity numbers based on COVID-19 Guidelines.
2. Required Liability Insurance and Marine and Ports fees will reflect the number of passengers allowed to carry as per the Department of Marine and Ports Code of Practice.
3. In Phase 3 – Curfew is amended from 7pm to 10pm
4. COVID-19 Public Health Guidelines for Maximum Number of Persons Allowed Onboard:

Island Boats 50 feet and over

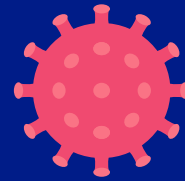
- Maximum of 20 persons including crew and hire and reward customers.
- Ensure all crew and hire and reward customers adhere to social distancing within the premises/boats i.e. they remain 3 feet apart and wear face masks if not in the water

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Island Boats under 50 feet

- Maximum of 10 persons including crew.
- Ensure all crew and hire and reward customers adhere to social distancing within the premises/boats i.e. they remain 3 feet apart and wear face masks if not in the water

Note: Maximum is under review

QUARANTINE ACT 2017

Premises (Island Boat Businesses) can be closed by the Ministry of Health and fines include: 6-months in prison or \$10,000; or both. As well as \$1,000 for every day there is an infraction.

GUIDING LEGISLATION FOR OPERATORS OF ISLAND BOATS AND BOAT RENTALS

- 1) *Marine Board Act (Island Boat) Regulations 1965 and Code of Practice*
- 2) *Emergency Powers (COVID-19 Continuing Precautions) Amendment (No.2) Regulations 2020*
- 3) *Quarantine Act 2017*
- 4) *Public Health Act 1949 (island boats are considered premises)*

MAXIMUM OF 20 PERSONS INCLUDING CREW AND HIRE AND REWARD CUSTOMERS

These are jobs that require frequent and/or close contact with people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 cases. Examples include: any job requiring frequent contact with the general public and/or with high volumes of persons in a public setting, e.g. working on island boats for hire and reward, etc.

RETURN TO WORK CONSIDERATIONS FOR ISLAND BOAT OPERATIONS

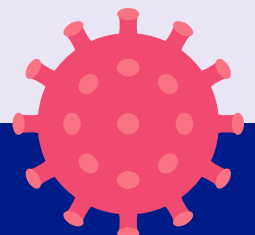
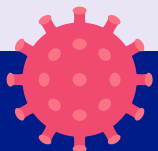
Now that Bermuda is entering Phase 3, business leaders must do their due diligence to ensure that employees/crew are adequately protected when returning to work. Specifically, protocols must be in place to protect workers if select employees/crew display symptoms of COVID-19, have been identified as a known or suspected COVID-19 case, or have been on close physical contact with a known or suspected COVID-19 case. Before returning to work, the company should conduct a) a risk assessment, b) develop a Covid-19 plan and c) have someone responsible to ensure the plan, social distancing, mask wearing and record keeping etc. is adhered to.

Screening Protocols for returning employees/crew. We recommend that screening protocols be in place before employees/crew return to work. Employee/crew screening will help ensure that any symptomatic individuals are identified before coming to the facility and to prevent the potential spread of infection.

Screening protocols must be practical for your business operations, and should document the following information:- Whether or not any employees/crew have developed new symptoms of infection, – Whether or not any employees/crew have been in close physical contact with someone who is known or suspected to have COVID-19, – Whether or not employees/crew have recorded temperatures within a healthy range (i.e. between 98.6°F [37°C] and 100.4°F [38°C])

For hire and reward customers there should be some pre-screening; including temperature taking, a questionnaire (e.g. Covid-19 symptoms listed) to collect contact information on each person for **contact tracing** record keeping. (e.g. name of vessel, date + time of trip, names of crew, names and local and overseas contact details for guests/passengers/clients.)

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TRAINING OF ISLAND BOAT EMPLOYEES/CREW

Training should be provided for all employees/crew and management on Infection Prevention & Control. As a result the Department of Health, has produced the following mandatory training course: <https://www.gov.bm/infection-prevention-and-control-training> – Infection Prevention and Control Training Revised 43 Minute Video.

Employee/crew Monitoring In addition to employee/crew screening, once employees/crew arrive to work it is advisable that clear reporting procedures be developed and communicated to all employees/crew. These procedures must inform employees/crew of what to do if they were to develop respiratory symptoms. These procedures may already be established by your HR Department; however, it is recommended that a reminder be communicated to all employees/crew.

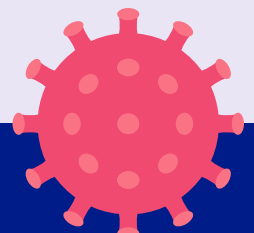
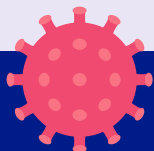
ISLAND BOAT CLEANING & DISINFECTION PROTOCOLS

Before employees/crew return to work we recommend that thorough cleaning and disinfection of the work facility be conducted. Such cleaning and disinfection must be in compliance with the Department of Health's Cleaning and Disinfection Guidance document. Disinfection should focus on frequently touched and flat surfaces throughout the facility or vessel and must be done multiple times daily with EPA-approved disinfectants or a bleach solution only.

Examples of frequently touched surfaces, including but not limited to...

- » Gangways, Ropes, Sails, Lanyards, Sailing Cleats, Bollards, Bolt ropes, Gaffs, Steering Wheels, Helms, Throttles, Gages, Bolts, Door Handles, Rope Handles, Levers, Hatch Handles or Door Siders, Bilge, Outboard Engines, Dinghies, Fishing Equipment, Floating Devices, Masks, Snorkels and Fins for guests, etc.
- » Coffee makers and water fountains (a means of cleaning and disinfecting between users is recommended)
- » Telephones and other shared work equipment
- » Toilet flush handles, handrails, taps, soap and towel dispensers
- » Refrigerator and microwave door handles (a means of cleaning and disinfecting between users is recommended)
- » Island Boat surfaces and touch points (a means of cleaning and disinfecting between users is recommended) – buttons, and machines (an alcohol-based hand sanitizer bottle or wipes can be placed near machines so employees/crew have the option of sanitizing before and/or after use) – PIN pads, public use pens and cash drawers in customer facing operations.
- » Employee/crew keyboards, desks, mobile phones, laptops and small personal tools that are frequently used only by one or two people can be disinfected less often. Individuals should be made responsible for cleaning and disinfecting their own workstations. The less sharing of equipment the better
- » Where external cleaning services are provided, such companies must confirm that their cleaning and disinfection procedures are in compliance with Department of Health Guidelines, as a minimum. Additionally, such companies must confirm in writing that their employees/crew have been adequately trained on the following topics (as a minimum): – infection prevention and control; – appropriate cleaning and disinfection procedures; and—proper use, handling, storage of and PPE requirements for cleaning and disinfection chemicals
- » Please note that much of this information for chemicals is contained in a chemical's safety data sheet (SDS). A copy of the SDS for all cleaning and disinfection chemicals must also be easily accessible for all.

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ISLAND BOAT FACILITY CHECK LIST:

- Check for expired/out of date foods, condiments, beverages, etc.
- Deep clean and sanitize chillers/refrigerators and check safe operating temperatures
- Check dry storage for out of date or damaged foods, any pest activity
- Deep clean and disinfect sinks, hand sinks, all workstations and counters, cooking and preparation surfaces, equipment and utensils
- Check all areas for pest activity
- Clean and disinfect all garbage cans and garbage areas
- Deep clean entire premises (island boats)
- Clean and disinfect all touch points frequently throughout work periods
- Watersports equipment and accessories should be thoroughly cleaned and disinfected after each client
- Ensure the delivery of food and beverages to the island boat during charters are compliant with Department of Health's 'Guidance for Food Premises'. Every piece of related equipment and utensil should be thoroughly cleaned and disinfected after each client

WATER AND ICE:

- Empty ice machine, clean and disinfect all internal and external surfaces and scoops
- Check water supply to ensure it is potable; the tank may need to be re-chlorinated. Check filtration/UV system is fully operational, replace filters as needed.

EMPLOYEE/CREW/CUSTOMER AREAS:

- Deep clean and disinfect employee/crew/customer bathrooms, lockers and changing areas and crew break areas and customer areas.

EMPLOYEE/CREW/CUSTOMER SOCIAL DISTANCING

- Ensure employee/crew/customers are familiar with personal hygiene and social distancing requirements
- Ensure all employee/crew/customers adhere to social distancing within the premises/boats i.e. they remain 3 feet apart and wear face masks if not in the water
- Ensure delivery staff/crew maintain social distancing with customers.

WATER SPORT RENTAL OPERATIONS – SKIPPED BY CUSTOMER FOR HIRE AND REWARD

- Must ensure that every rental vessel complies, where applicable, with above Guidance.

Further information www.coronavirus.gov.bm or 278-5333 and check:

[Covid-19 Guidance for Food Premises](#)

[Cleaning and Disinfection Guidelines](#)

[Return to Work Recommendations for Business Operations in Bermuda](#)

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