



## Department of Health and Wellness

Communications on this subject  
should be addressed to:  
**Permanent Secretary**

Sir Stanislaus James Building  
Waterfront, Castries  
Saint Lucia, West Indies

### COVID-19 PROTOCOLS FOR MARINAS

*The information contained in this protocol is subject to constant review by the Department of Health and Wellness in the light of the changing environment, Government, Health and legislative requirements. Marina/Mooring service providers shall comply with the protocols contained herein as well as all applicable laws and regulations for this industry.*

#### ADMINISTRATION

- Prepare and submit to the Environmental Health Division a COVID-19 response plan to identify processes, which are in place to address all areas of the operation to mitigate spread of covid-19 virus amongst patrons and staff, adapt emergency response plans so that physical distancing is adhered to in an emergency.
- Provide appropriate facilities for employees/patronsto maintain good hand and environmentalhygiene
- Document protocols and continuously sensitize staff
- Place shield guards in front of the cashier/receptionist that may not have the ability to stand 6ft away from the customer.
- Provide protective personal Equipment not limited to gloves, where necessary for staff.
- Provide cleaning equipment and PPE for cleaning staff
- Institute a cleaning and disinfecting regime to allow for periodic cleaning of high touch surfaces at least every 30 minutes.

#### THE DESTINATION

- Uniformity between protocols and regulations of The Bahamas and relevant ports in the United Statesof America.
- Develop a “good housekeeping” seal of approval for marinas.
- Make tender boats, water taxis, etc. subject to the same protocol regimen and monitoring as appliedto public transportation.

## MARINA FACILITIES

- Provide adequate supply of tissues and non-touch/foot operated disposal receptacles for use by employees and patrons.
- Provide a continuous supply of soap, water, and alcohol-based hand sanitizer.
- Provide Hand sanitizer in multiple locations to encourage hand hygiene.
- Post signs at the entrances and throughout the facility alerting customers that they must follow the 6ft separation rule.
- Post signs for customers and employees alerting them of efforts in place regarding COVID-19.
- Set up floor markers to show people how far apart they need to be from each other when waiting any form of service.
- Provide sanitizing stations for customers entering and leaving the office.
- Provide adequate toilet facilities for staff/patrons equipped with potable running water, soap dispenser and hand-drying facilities equipped with foot operated waste receptacles.
- Amenities and other facilities must operate under strict observance of the Government's guidelines for publicly occupied spaces.

## BOATERS/GUEST

- Two options for consideration regarding clearance procedures:
  - Have boaters/yachters granted Radio Pratique thus requiring no further clearance procedure on arrival.
  - COVID-19 test results.
- Boaters must complete and submit the Maritime Declaration of Health prior to arrival.
- On arrival (having cleared at local ports of entry), anyone disembarking at a marina must be subject to **SCREENING** by Port Health officials.
- Vessels must provide 48 hours Notification to Marinas.  
While in port:
  - Crew and passengers are required to wear a mask, covering the nose and mouth and practice hand hygiene and cough and sneeze etiquette.
- Boats are always required to remain 50 feet apart.
- No "rafting" (tying boats together).
- No "beaching" (running boats ashore in shallow water to disembark)
- Guest/boaters must always observe at least two metres/six feet distance between each other.
- Anyone coughing, sneezing or displaying signs of flu like illness must be presented to the medical facility or a physician

## **STAFF /MARINA PERSONNEL**

### **Employees Well Being**

Individuals working as marina attendants, fuel dock attendants, cashiers, service technicians, office administrators and maintenance staff etc., are some of those in the marina sector who need to consider how they can work safely and prevent the spread.

### **Sick employees:**

- Employees who have symptoms of acute respiratory illness should notify their supervisor and stay home.
- Sick employees should not come to work until they are free of fever (temperature of 100.4° F [37.8° C]) or greater, signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines.

### **Separation of sick employees:**

- Employees who appear to have developed respiratory illness symptoms (i.e. cough, shortness of breath) upon arrival to work or become sick while at work should be separated from other employees. (isolated within designated room until this potentially sick person can be removed from the worksite)
  - If employees develop fever and respiratory symptoms they must notify supervisor immediately.
  - If you have a positive COVID-19 diagnosis, you can return to the office only after you have fully recovered, with a doctor's note confirming your recovery.
- All marina personnel must wear masks, covering the mouth and nose, and gloves at all time. Change mask and gloves twice per day.
- Office personnel must always wear masks and observe regular hand washing regimen.
- Staff must maintain at least two metres /six feet distance between each other and guests.

## **HYGIENE REQUIREMENTS**

- Employees should wash hands after using the toilet, before eating, and after cough/sneezing (follow the 20 second rule). If soap and running water are not immediately available, use alcohol-based sanitizers.
- Cough/sneeze into your sleeve, preferably into your elbow. If you use a tissue, discard it properly and clean/sanitize your hands immediately.
- Avoid touching your face, particularly eyes, nose, and mouth with your hands to prevent from being infected.
- If you find yourself coughing/sneezing on a regular basis, avoid close physical contact with your coworkers and take extra precautionary measures (such as requesting sick leave).

## **SOLID WASTE MANAGEMENT**

- Management must provide tightly fitted garbage bins throughout the property
- Provide foot peddle operated bins to minimise hand contact

## **GENERAL**

- Follow the most recent direction from the Ministry of Health and Wellness
- Establish a process that allows customers to submit online reservation bookings for launching boats and personal watercraft. Allow adequate time between each launch. Tentative return arrival times can also be pre-booked.
- Physical distancing (staying 2 metres away from others) requires fewer persons within an enclosed space or area or when providing customers directions, instructions
- Provide sanitizing wipes to use on fuel equipment and other marina equipment. Customers should not be allowed to handle fuel pump and sanitary nozzles. All equipment should be wiped down after each use.
- Consider minimizing or eliminating exposures by having customers pre-pay by debit, credit or e-transfer.
- Train everyone on how to keep his or her work surfaces, debit machines, cash registers, and equipment wiped down after each use.
- Wash or sanitize hands after each transaction including refueling
- Train everyone on possible COVID-19 transmission points in the workplace, what steps are being taken to protect them, and how they can protect themselves, including frequent hand washing or sanitizing and not touching their face.
- If allowing entry into marina buildings, control how many customers enter the workplace at one time. Monitor entry/exit and managing physical distancing with such measures as floor markings and barriers.
- Provide hand sanitizer to use upon entry if required.
- Provide waste receptacle for customers to dispose used sanitizing wipes, PPE and other waste
- Sanitize the workplace thoroughly and often, and pay particular attention to frequently touched surfaces and common areas, such as entrances, counters and employee washrooms.
- Limit the number of employees working in one space so that they can distance themselves from each other by:
  - Staggering shifts and break times.
  - Practicing physical distancing during breaks.
  - Not entering work areas where 2 meter distance cannot be maintained
- Screen workers regularly for health issues. If anyone develop symptoms of COVID-19, implement procedures for reporting the illness and keeping the worker away from others.
- Keep up to date with best practices. Consider regular times to check in with public health updates and retrain/revise practices as needed.