



Temporary Covid-19 Precautions During an Inspection

1. Introduction

- i. This document outlines the measures to be taken by Programme Participants when conducting Oil Companies International Marine Forum (OCIMF) or Chemical Distribution Institute (CDI) inspections or audit programmes onboard Vessels, at Terminals or Logistic Service Provider sites to protect Inspectors, crews and terminal staff from Covid-19.
- ii. The measures in these precautions may only reduce the risk of Covid-19 transmission. They will not eliminate the risk to the crew or inspector of being infected and then further spreading the infection. The precautions recommended in this document are aligned with current World Health Organization (WHO) Covid-19 precautions dated 5 June 2020.

2. Planning

i. CDI Inspections

Operators requiring CDI-Marine inspections should submit inspection requests via the CDI website in the usual manner. For CDI-Terminal inspections and IMPCAS audits, terminal operators and Logistic Service Providers should continue to contact the CDI inspector directly.

ii. OCIMF Programme Inspections

Submitting Companies requiring an OCIMF programme inspection should follow their company procedures. OCIMF does not arrange Programme Inspections or have any involvement in the commissioning activities of Submitting Companies. The decision to commission a Programme Inspection lies with a Submitting Company in agreement with the Operator. In planning for an inspection, the Operator should carefully evaluate the need for the inspection and consider the necessity to minimise the exposure of inspectors, crews and terminal staff to potential transmission.

Once agreed with the Operator, the Submitting Company commissioning the inspection should work with the Inspector and agree on the logistic plans in advance. Agreement must also be attained regarding the Personal Protective Equipment (PPE) required to be used during the inspection in accordance with the international and local guidance.

Ref OCIMF AFM 29/20 OCIMF "The impact of Covid-19 on SIRE and OVID Inspections – FAQs", OCIMF has introduced a new facility that allows submitting companies to identify where inspectors are located, in relation to specific terminals. This allows Submitting Companies to choose inspectors residing closest to the planned port of inspection, reducing the distances inspectors would travel. Submitting Companies are requested to use this function to select Inspectors residing closest to planned Inspection ports as part of a responsible effort to help contain the Covid-19 pandemic.

3. Stop Work Authority to Protect against Covid-19

It is the responsibility of the Master, Site Manager or the Inspector to stop the inspection at any time if the continuation of the inspection could result in danger or risk to the health and safety of either the Vessel crew or the Inspector from Covid-19. The inspection should not resume until any concerns are addressed.

4. Basic protective measures against Covid-19

- i. To reduce the risk of transmission, the WHO guidelines should be followed. These are summarised as:
- ii. Wash your hands frequently
Regularly and thoroughly clean your hands by washing them with soap and water or using an alcohol-based hand rub.
 - **Why?** Washing your hands with soap and water or using alcohol-based hand rub kills viruses that may be on your hands.
- iii. Avoid touching your eyes, nose and mouth
 - **Why?** Hands touch many surfaces and can pick up viruses. Once contaminated, hands can transfer the virus to your eyes, nose or mouth. From there, the virus can enter your body and can make you sick.
- iv. Maintain social distancing
Maintain at least 1 metre (3 feet) distance between yourself and anyone who is coughing or sneezing.
 - **Why?** When someone coughs or sneezes, they spray small liquid droplets from their nose or mouth which may contain virus. If you are too close, you can breathe in the droplets, including the Covid-19 virus if the person coughing has the disease.

It must be recognised that Operator's/Vessel's requirements or local regulations may conflict with WHO social distancing guidelines, in such cases the more stringent requirements should apply.

- v. Practice respiratory hygiene
Make sure you, and the people around you, follow good respiratory hygiene. This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue immediately.
 - **Why?** Droplets spread virus. By following good respiratory hygiene, you protect the people around you from viruses such as cold, flu and Covid-19.

5. Personal Protective Equipment

- i. The WHO advises that, in settings where social distancing cannot be achieved, the wearing of non-medical masks can provide a benefit. Additionally, where social distancing cannot be achieved and there is an increased risk of infection and/or negative outcomes (due to vulnerable persons in the area) then medical masks will provide protection.
- ii. The WHO notes that:
 - Masks are effective only when used in combination with frequent hand-cleaning with alcohol-based hand rub or soap and water.
 - If you wear a mask, then you must know how to use it and dispose of it properly.
Details can be found here: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/when-and-how-to-use-masks> or via <https://bit.ly/2UpXlgT>
- iii. While noting the WHO guidance, ships and local regulations may conflict with WHO guidelines and may require the wearing of additional PPE, in such cases the more stringent requirements should apply. The IMO in Circular Letter No.4204/Add.6 states that visitors should comply with any screening or other protocols or procedures introduced by visiting ships to address Covid-19.

Details can be found here: <http://www.imo.org/en/MediaCentre/HotTopics/Documents/Circular%20Letter%20No.4204Add.6%20%20Coronavirus%20Covid-19%20Preliminary%20List%20Of%20Recommendations.pdf> or via <https://bit.ly/2UnEvMB>

- iv. It is important to highlight that if an Inspector or someone from his/her household feels unwell, or is suffering from flu-like symptoms, then he/she should stay at home, not travel to the Vessel and inform the Operator and CDI/OCIMF, as appropriate. The WHO does not advise routine testing for Covid-19 as the tests may provide a false sense of security as they are not 100% accurate and the test is only relevant at the instance of testing.

6. Reporting of Exposure to Covid-19

Inspectors should:

- Follow all national, regional and local requirements restricting travel and reporting of Covid-19 exposure or infection.
- Follow the local and national directives regarding self-isolation, where applicable.
- Be aware that Submitting Companies/OCIMF/CDI will each have a privacy policy that governs what they can and cannot do with any data provided to them by the Inspector.
- Notify the Submitting Company/OCIMF/CDI, as appropriate, of any Covid-19 exposure or infection onboard an Inspected Vessel in a period from 14 days before or after an inspection.
- Notify OCIMF/CDI, as appropriate, if they are diagnosed with Covid-19 or have developed symptoms of Covid-19, at the earliest.
- Cease all inspection activity after a diagnosis of Covid-19 until they are permitted to return to work by the national, regional or local government regulations in force in their home location and the location of any future inspections.
- Cease all inspection activity after contact with a person with suspected Covid-19 for 14 days, or until a test confirms that they do not have Covid-19.
- Notify OCIMF/CDI, as appropriate, if they are exposed to an individual with suspected Covid-19 symptoms during a programme inspection.
- Notify national, regional and local authorities where they live and to jurisdictions where they have transited, travelled or carried out inspections, of any Covid-19 exposure or diagnosis.

The captioned associations will continue to monitor WHO guidelines and may update this document if required.

CDI

The Chemical Distribution Institute (CDI) was established in 1994 as a not for profit Foundation and provides ship and terminal inspection data in an electronic report format to its members. The main objectives of CDI is to continuously improve the safety and quality performance of chemical marine transportation and storage; Through cooperation with industry and centres of education, drive the development of industry best practice in marine transportation and storage of chemical products; To provide information and advice on industry best practice and international legislation for marine transportation and storage of chemical products; To provide chemical companies with cost effective systems for risk assessment, thus assisting their commitment to Responsible Care and the Code of Distribution Management Practice.

www.cdi.org.uk

OCIMF

The Oil Companies International Marine Forum (OCIMF) is a voluntary association of oil companies with an interest in the shipment and terminalling of crude oil, oil products, petrochemicals and gas. OCIMF focuses exclusively on preventing harm to people and the environment by promoting best practice in the design, construction and operation of tankers, barges and offshore vessels and their interfaces with terminals.

www.ocimf.org

INTERTANKO

INTERTANKO is the International Association of Independent Tanker Owners, a forum where the industry meets, policies are discussed and best practices developed. INTERTANKO has been the voice of independent tanker owners since 1970, ensuring that the liquid energy that keeps the world turning is shipped safely, responsibly and competitively.

www.intertanko.com