

COVID-19 Guidelines; Day Charter Operations

Following the COVID-19 pandemic, various businesses were forced to stop their normal operations. However, now that the situation has improved and the country has opened up its international borders, various businesses can resume their operations. This includes day charter operations. In fact, in this new normal period, various stakeholders have sat together to draft policies and guidelines in guiding different businesses to resume their business. Henceforth, the following guidelines provide a general overview of the day charter operators drafted by the Department of Civil Aviation, Ports and Marine (DCAPM) in collaboration with Public Health Authority and Seychelles Maritime Safety Authority (SMSA) for the resumption of their businesses.

All DAY CHARTER OPERATORS needs to have their SOP's submitted to the Tourism Department, the Department of Civil Aviation, Ports and Marine (DCAPM) and Seychelles Maritime Safety Authority (SMSA) on the following email addresses: mmicoock@tourism.gov.sc (Tourism Department) b.loze@gov.sc (DCAPM) examinerengine@smsa.sc (SMSA).

Please note it is a requirement for all Day Charter Operators to have an SOP and have been certified by Public Health Authority for the resumption of their operations. Attached to the document is an SOP template that can be used for operators to draft their SOP's (*SEE APPENDIX 1*).

Before Operations

- i. Passengers from the same household are not required to wear masks during the day excursions. The same household is defined as family groups, people from the same hotel, or groups of friends traveling together.
 - In the event where there are 2 or more groups of people coming from separate households, passengers shall wear masks at all times.
- ii. All boat charters should make available adequate disposal facilities for proper disposal of waste.
- iii. During bookings, all passengers should be encouraged to bring their own snorkeling gear and towels for the excursion.
- iv. A logbook should be made available for contact tracing purposes. The log should contain the name of passengers, date, contact details, address, and islands visited and signature of the focal person. (See Appendix 2 for logbook template)
 - The log should be kept available for 28 days.
 - All logbooks shall be endorsed on a day-to-day basis by the designated focal person of the vessel
- v. Provide posters or other signage to remind passengers regarding hygiene and best practices.

- vi. Skippers/Operators should conduct a pre-trip safety briefing with all passengers before boarding or while on the vessel before departure.
- vii. Skippers/Crew should conduct visual screening for COVID-19 symptoms.
- viii. Skippers reserved the right to decline the right to boarding of any suspected passengers.
- ix. Masters/Skippers should notify the Health Authority on Telephone Number 141 of suspected cases.
- x. Use non-contact methods to welcome guests.
- xi. Avoid physical contact with clients as much as possible.
 - In the case where physical contact cannot be avoided, skippers/crew are encouraged to use gloves and hand sanitizers.
- xii. Passengers queuing to board the boat should maintain social distancing of 1 metre apart.

During Operations

- i. Hand sanitizers should be made available to all passengers and crew.
- ii. Skippers/Crew members dealing with passengers should wear appropriate PPE's; masks and gloves at all times.
- iii. All operators should regularly wipe and disinfect frequently touched surfaces and where applicable toilet facilities.
- iv. The crew need to maintain a high level of hygiene throughout.
- v. All crew needs to be vigilant for any symptoms during the charter and report the same to the focal person or call 141 immediately.
- vi. All common use of equipment's/gears etc. need to be disinfected between guest/crew.

Post Operations

- i. All passengers should follow the same procedure as boarding, by controlling the number of guests disembarking the vessel to ensure that physical distancing is maintained at all times.
- ii. Use non-contact methods to say thank/ goodbye to the guests.
- iii. The final disposal of all soiled PPE's/materials; masks and gloves must be properly disposed
- iv. All vessels must be cleaned and disinfected with an approved disinfectant by Public Health.
- v. In the case where boat operators have back-to-back charters, the next party/clients should board the vessel after it has been clean and disinfected properly.
- vi. Gears* should be disinfected before the next charter.

**Gears: Fishing rods, snorkeling equipment*

APPENDIX 1
SOP TEMPLATE



Company Name and Logo

Introduction: Name of the boat and HC number

1. Procedure before charter:

-State the procedures the company will follow before starting their charter.

2. Welcoming the passengers:

-The processes in place to welcome the passengers and procedures to be undertaken before boarding. For example; debriefing

3. During the charter:

-Procedures that should be followed during the charter operations

4. After the charter:

-What will happen after the charter?

-Preparation for next charter

Please note, this template is to guide operators on how to design their SOP's, however it can be changed or amended depending on the operators/owners.

