

COVID-19 Guidelines for Watercraft Inspection and Decontamination Stations



The purpose of these guidelines is to provide best practices to minimize the transmission of COVID-19. The decontamination think tank committee recognizes the challenges in implementing these guidelines to properly conduct inspections and decontaminations and agrees that watercraft inspection & decontamination potentially exposes our employees and the public.

Personal Protections

1. Maintain six foot distance from all humans at all times.
2. Wash/sanitize all touched/shared equipment at the beginning and end of each shift, including vehicles. A checklist of items to be disinfected will be provided for your specific inspection station.
3. Wash or sanitize hands after each interaction (seal removal / inspection). At inspector's discretion, may wear provided gloves but gloves must be sanitized or disposed of after each interaction.
4. Wear provided face coverings or approved self-provided alternative when interacting with the public or when in enclosed areas with others.
5. Inspectors should avoid touching their faces and follow basic hygiene recommendations.
6. Inspectors that are exhibiting illness symptoms should not report to work and must contact their supervisor as soon as possible. Anyone feeling ill while at work should inform their supervisor immediately. They may be asked to go home.
7. Verify your program has appropriate measures in place if a technician becomes ill, is being tested for, or becomes positive with COVID-19.
8. Where possible, pair technicians with the same individuals across days, to reduce exposure risk to the whole team.
9. Keep the WID station well stocked with appropriate cleaning supplies for a safe working environment. Contact your supervisor to request additional supplies if needed.
10. Provide handwashing facilities with antibacterial soap (CDC preferred method of reducing transmission), hand sanitizer, or disposable gloves for staff.

Equipment

11. Limit shared equipment and supplies (seal receipt books, seals, etc.). Assign equipment to each inspector when possible. Inspectors should not share personal items including phones, pens, pencils, etc.
12. Provide a work area in which staff can remain at least six feet away from the public and other staff, or as required by health officials in your area.
13. Communal break room equipment (refrigerator, coffee maker, microwave, etc.) will be suspended until further notice. Staff will be expected to provide their own form of refrigeration (cooler) in their car and consume all food in their vehicles or outside. Staff will wash hands before and after eating. Personal beverages (coffee, soda, etc.) will be allowed in common areas.

14. The restroom will be locked and for official agency use only. Bleach solution will be kept in the restroom for spraying down after each use. If the restroom must be shared with the public, bleach or other disinfectant should be available for the inspector to use. Hands will be washed or sanitized prior to returning to designated workspaces.

Operational

15. Follow program procedures and protocols for conducting inspection & decontamination services other than COVID-19 recommendations.
16. Inform the public to maintain six foot distance.
17. All visitors must remain in the vehicle unless requested by the inspector. Only one person should exit the vehicle once requested.
18. Suspend issuing outreach materials.
19. Post signs to alert the public that boaters are required to assist with removing cover, lowering motor, and opening compartments.
20. Provide COVID fact sheets, posters and FAQ's for staff as required.
21. Limit cross-contamination with the public during the exchange of items e.g., receipts in the following ways:
 - a. Sealed boat - view the receipt (preferably through the window) and record the information without touching the receipt.
 - b. With permission, place decontamination or seal receipt in vessel compartment for the boater to retrieve or use item that maintains six foot distance (i.e. grabber tool).
 - c. Sign receipt and decontamination form for boater and write "COVID-19" and the inspector will be released from liability. Or place the form on a table, step away, and ask boater to exit the vehicle to sign the form. The boater must take the pen with them to reduce potential transmission of virus.