

## ICOMIA and IMEC COVID-19 Manufacturers Guidance

30<sup>th</sup> April 2020

In an effort to ensure the health and safety of employees involved in the manufacturing sector of the recreational marine industry we understand that many facilities located in different countries have made the difficult decision or have been forced by government policies to temporarily halt production. In order to help prepare the industry for the eventual easing of various lock-down restrictions and given that global and regional supply chains will need to be able to adapt quickly to sharp fluctuations in supply and demand we have prepared this short guidance note.

All recommendations made in this guideline need to be checked against the advice given by national authorities or local community by-laws which take precedence.

The following key elements should be addressed by boatyards, marine engine or component manufacturing locations and have been summarised from various European and other National Institutes for public health:

- A specific novel coronavirus (COVID-19) responsible person or action committee should be appointed at the work location
- All employees and contractors should maintain a physical distance of at least 1.5 to 2-metres (many countries stipulate a 2-metre limit) as much as possible, both when travelling to and from the manufacturing site as well as at the site itself. Work should be adjusted accordingly and the workspaces designed for allowing as much space as possible between employees with visible floor markings used as appropriate.
- The hygiene rules for the workplace must be observed: extra cleaning of toilets, keeping door handles clean, and clean materials provided for when equipment is shared. Cleaning alcohol of seventy per cent (IPA) is suitable for the disinfection of materials and products.
- Ensure there are adequate facilities to allow all employees to wash their hands often with soap under warm running water for at least 20 seconds and there is an alcohol-based hand sanitizer (or equivalent) available. Separate water fountains (where supplied) should be clearly identified as drinking water only.
- Posters promoting hand-washing should be prominently displayed – ask your local public health authority for these or consult [www.WHO.int](http://www.WHO.int)



- Contact with external people such as suppliers, sub-contractors or delivery drivers from outside of the organisation should be limited as much as possible
- Employees should be allowed to work in the same teams and at the same locations if possible, so that they do not come into contact with others regularly. Two separate working 'shifts' should be considered. Sit-down meetings should be avoided unless critical
- An employee's tools and phone should not be shared with others and all equipment, tools and personal protective equipment (PPE) should be kept clean. Work and office spaces should be well ventilated and face masks and gloves should be provided to those employees who wish to use them (beyond the regular PPE requirements for the work spaces). All single use PPE should be carefully disposed of from the work site after use.
- Consider eliminating all on-site prepared meals, restaurants or canteens and allow employees to bring their own food. Depending on the weather conditions all employees should be allowed to access outdoor areas during breaks etc.
- Ongoing staff consultation should take place to ensure emotional and physical wellbeing of all employees

Further relevant guidance and links (some relate to other similar sector specific guidance such as the construction industry) :

WHO guidance on [Getting your workplace ready for COVID-19](#)

The *European Agency for Safety and Health at Work*, an official EU agency, has issued the following [guidance](#) for COVID-19 measures in the workplace.

The following [link](#) regarding *New ECDC (European Centre for Disease Control) guidance released for the disinfection of environments in non-healthcare settings potentially contaminated with SARS-CoV-2*



Environmental-persistence-of-SARS\_CoV\_2

[Guidance](#) from the *CLC Construction Sector - Site Operating Procedures Protecting Your Workforce During Coronavirus (Covid-19)*

The National Marine Manufacturers Association (NMMA) in the USA have developed the following useful guidance:

- A summary [link](#) of the various approaches by different States in the US regarding *COVID-19 Manufacturing Guidelines*
- [Guidance](#) on suggested best practices for resuming operations
- A summary regarding access - *COVID-19 State Impacts: Outdoor Access*  
<https://www.nmma.org/press/article/23200>

The International Marine Certification Institute (IMCI) have developed a graphic showing 12 Protective Measures against Virus Infections which can be downloaded [here](#).

