

**GUIDANCE ON THE CHARTERING OF PLEASURE YACHTS
WITHOUT PERMANENT CREW
IN GREECE
DURING COVID-19 PANDEMIC**

A. Information on COVID-19 disease

- A .1 The SARS-CoV-2 virus was first detected in December 2019 in the Wuhan region of China and led to the current COVID-19 pandemic as the respiratory infection caused by this new strain of the coronavirus was named.
- A .2 The virus is transmitted from person to person mainly through the respiratory tract with droplets from sneezing, coughing or talking. It can also be transmitted through contact with surfaces recently infected droplet if hand hygiene measures are not followed.
- A .3 An incident is considered more contagious when there is an onset of symptoms, but the infection could potentially be transmitted 1-4 days before such onset. The main transmission occurs during the symptomatic stage. The incident is considered to be no longer contagious 24 hours after the resolution of symptoms.
- A .4 The main symptoms of the disease include fever, dry cough and weakness. Some individuals suffer from sore throat, arthralgias (joint pains), myalgias (muscle pains) and nasal congestion. Symptoms are usually mild and the majority of patients recover without need of hospitalization.
- A .5 Some patients experience dyspnea (difficulties in breathing) and possibly pneumonia, which requires hospitalization. People at high risk groups (e.g., elderly, heart patients, people with diabetes, liver disease or lung disease) are more likely to develop severe illness.
- A .6 Confirmed COVID-19 case means a person with a laboratory-confirmed respiratory infection caused by the new SARS - CoV- 2 coronavirus, regardless of clinical symptoms and signs.

A.7 "Close contact with a confirmed COVID-19 case" is considered:
(a) accommodation (staying) in the same space with a confirmed COVID-19 case ; (b) direct physical contact with a confirmed COVID-19 case (e.g. hand shaking); (c) face-to-face contact or stay indoors with a confirmed COVID-19 case at a distance of less than 2 meters and for a period longer than 15 minutes; and (d) unprotected contact with infectious secretions of a confirmed case (e.g. vomit).

A.8 Contact tracking is defined as identifying persons who fall under the definition of "close contact with a confirmed COVID -19 case" and those who have come into contact with persons who fall under the definition of " close contact with a confirmed case of COVID - 19 ".

B. Actions of charterers before the boarding date

B.1 It is strongly recommended that all persons boarding the yacht (i.e. crew members) be adequately informed of the symptoms of the infection , the proper use of personal protective equipment (mask and gloves) and the general measures preventing COVID transmission during their holidays, such as:

- Thorough hand hygiene. Frequent hand washing with soap and water for at least 20 seconds is recommended. If hands are not visibly soiled, use an alcoholic solution alternatively (containing at least 60% ethyl alcohol or 70% isopropyl alcohol). The use of gloves does not substitute hand washing. It is especially important to wash your hands with soap and water before touching your mouth, nose or eyes, before eating and drinking , before smoking , after any contact with another person or respiratory secretions (saliva, droplets), with objects touched by other people such as handrails, handles, etc., before placing after removing your mask and gloves and after using the toilet.
- Cover your mouth and nose when coughing or sneezing with the inside of your elbow or a tissue to be discharged inside a closed waste container.

- Avoid touching your mouth, nose or eyes with hands to prevent the spread of germs.
- Avoid contact with patients having respiratory symptoms.
- Keeps safety distance (min 1.5 - 2 meters) from other people both in case of staying in land areas and when swimming in the sea. Safety distance must be imposed by the Crew, as far as possible, against any person who may need to enter the yacht during the charter term.
- Avoid crowded areas.
- Use mask.

B.2 In Greece, the use of non-surgical mask (fabric or disposable) is mandatory for passengers of:

- airplanes
- inside all airport areas
- coastal shipping vessels/ferries
- subway
- trains/railways
- city and intercity buses
- tourist buses
- taxis

The use of non-surgical mask (fabric or disposable) is mandatory also for the general public:

- when using elevators
- when visiting hospitals, medical practices/clinics and diagnostic

The use of non-surgical mask (fabric or disposable) is recommended for the general public when visiting indoor covered areas and outdoor crowded areas at land facilities, and in any case, wherever is factually not possible to comply with safety distance.

Therefore, all persons to board the yacht (Crew members) must have a sufficient number of non-surgical masks in their baggage.

B.3 Throughout the charter term, all crew members shall be thermomtered on a daily basis to determine whether they are feverish. Fever

is characterized by an increase in body temperature above the normal range. Normal body temperature differentiates by point of the human body. Also, the normal body temperature of each person depends on various factors, such as age, gender, body weight, time of day, ambient temperature, activity level etc. Therefore, all crew members are required to contact a doctor to find out how to properly diagnose fever on their own.

B.4 It is strongly recommended that all individuals belonging to high-risk groups be excluded from travel abroad, i.e. persons over 70 years of age or of any age with serious underlying chronic diseases (cardiovascular diseases, diabetes, respiratory diseases) and immune-suppressed individuals.

C. Actions of charterers on boarding date

C.1 Individuals with COVID-19 disease symptoms on their departure date for Greece are suggested to postpone their trip.

C.2 Upon arrival in Greece, crew members may be subject to on-the-spot diagnostic tests for the detection of the new coronavirus, in the context of random checks carried out by the competent state authorities.

C.3 All means of transport that crew members may use for their transfer from arrival points to marinas are subject to specific legislative capacity restrictions (in terms of the maximum number of passengers), which they must abide.

D. Yacht delivery process

D.1 During the welcome (and farewell) of the crew members at the marina, the reception staff is recommended to avoid kisses, hugs, handshakes and any other kind of physical contact. These acts of kindness can be replaced by respectful body postures, accompanied by a phrase of kind welcome (or farewell).

- D.2 All individuals engaged in the welcoming (and farewell) of charterers and the delivery/receipt of the yachts thereto/thereby are required to wear non-surgical masks.
- D.3 During the signing of the charter documents inside a closed space (reception desk) and during the process of delivery and receipt of the yacht, the charterer and the other crew members are required to wear non-surgical masks.
- D.4 The Base Manager (or a person authorized by the Base Manager) and the Charterer shall enter the reception desk to sign the charter documents.
- D.5 The Base Manager (or a person authorized by the Base Manager) shall draw up a Crew List (Crew are considered the Charterer and all other people boarding the yacht), which bears all the information defined by the provisions of Law 4256/2014 and the mobile phone number of each crew member.
- D.6 Before boarding the yacht, each crew member shall fill in the Form of Annex I.1 for the detection of crew members exposed to COVID-19, which shall be delivered to the Base Manager (or to a person authorized by the Base Manager). The latter shall receive the completed forms and shall evaluate them. In case of detection of crew members who have been exposed to COVID -19 in any of the ways described in the Form of Annex I.1 in the last 14 days, boarding shall not be allowed. At any time, the Base Manager shall immediately notify the Operator in the event of at least one affirmative answer to the questions of the Form of Annex I.1. Each questionnaire shall be kept by the Operator for two months from the date of its receipt in accordance with the legislation on personal data protection.
- D.7 For the implementation of the delivery process, the person in charge of the delivery and at most two crew members (the Charterer and another crew member) shall enter the yacht. Then, the person in charge of the delivery, in the presence of the crew members, shall disinfect his/her

hands (or wash them if this is technically possible) and wear (unused) disposable gloves. The delivery of the yacht shall start from the interior and shall be completed with the exterior thereof. Crew members entering the yacht shall disinfect their hands (or wash them if this is technically possible).

D.8 Upon completion of yacht delivery, the person in charge of the delivery shall exit and the other crew members shall enter therein. Upon completion of the yacht delivery, the Crew shall be allowed to carry their luggage inside the yacht.

D.9 The luggage of the crew reaches the yacht, transferred through closed spaces, coming in contact with various external surfaces, while during their transport they are touched by the hands of many people. These conditions favor the growth of germs. To minimize the risk of transmitting the disease while using them, the Crew is encouraged to follow some hygiene rules. More specifically, it is recommended that the handle of each piece of luggage and the wheels be cleaned with special disinfectant cloth or with a damp cloth and general purpose cleaner. The outer surface of each piece of luggage shall be sprayed with an antibacterial spray, wiped with a clean cloth and, if made of soft material, left to dry. After completing these actions, thorough handwashing is required. In addition, it is recommended that the luggage be emptied (with clean hands) in the lounge of the yacht and not in the cabins where the beds are located, while their placement on the beds should be avoided.

D.10 Additional equipment (e.g. outboard) ordered with the reservation shall be cleaned with antimicrobial cleaning fluids and placed on the yacht before the arrival of the charterers. Additional equipment leased during boarding shall be cleaned, in the presence of the crew, with antimicrobial cleaning fluids and placed on the yacht after the presentation of the interior and exterior of the yacht.

D.11 Technicians shall complete all the necessary work before internal and external cleaning of the yacht. However, if a last minute technical

problem arises, they shall enter the yacht in the way that the person in charge of delivery entered, always wearing non-surgical masks. Then, in the same way, Cleaning Staff shall enter, wearing non-surgical masks, in order to clean the surfaces of the spot that has been repaired. After the definitive departure of the Technicians, the Cleaning Personnel and the person in charge of delivery, the rest of the crew shall board the yacht.

D.12 All persons entering the interior of the yacht are required to have previously taken off their shoes.

D.13 All clothing on the yacht shall be placed in closed packages.

D.14 At the time of departure of the yacht from the geographical point where its delivery to the Charterer took place, all persons mentioned in the Crew List shall have boarded. It is not allowed to board at a different geographical location or a later date.

D.15 The first aid kit of the yacht shall contain an infrared digital thermometer (with instructions), a finger pulse oximeter (with instructions) and a sufficient number of surgical masks.

D.16 All employees of the Group companies, the cooperating maintainers and technicians whose workplace is the marinas where the Group yachts are docked the Group yachts, as well as navigators, are recommended to wear non-surgical mask when in physical contact with individuals working in the premises of the Group offices; they shall enter the office premises exclusively through the ground floor doors. They are required to take off their gloves, throw them in a closed bucket and wash their hands in the toilets on the ground floor.

E. During chartering

E.1 The Charterer shall keep, in paper or electronic form, a "Journey Log" indicating:

- every geographical location where the yacht is anchored, the date and time of arrival thereto and the date and time of departure therefrom;

- name, surname, professional qualification, mobile phone number and e-mail address, date and time of entry and exit from the yacht of any third party deemed necessary or required or allowed to be present inside the yacht, such as Technicians, members of the Port Police-Coast Guard and others.

Additionally, the Charterer shall keep, in paper or electronic form, a " Logbook for following-up the health condition of those on board" indicating:

- the body temperature of each crew member measured with thermometer and the time of thermometer reading. All crew members shall measure their body temperature once a day;
- the percentage of oxygen saturation in the blood (and the heart rate) of each crew member measured with a pulse oximeter and the time of oximeter reading. All crew members are advised to take this type of measurement once a day;
- Cases of COVID- 19 infection symptoms in the Crew (sudden onset of the disease, with at least one of the following symptoms: cough, fever, dyspnea).

The above records shall be available for inspection to the port and health authorities.

E.2 If the Crew uses antiseptics, they must be stored in a cool place inside the yacht. Due to their chemical composition, there is a significant risk of ignition if the packaging of these liquids is exposed to a high ambient temperature environment. In any case, the Crew must carefully read the instructions on the relevant packaging.

E.3 Visits to the yacht and all kinds of gathering that exceeds the maximum permitted number of passengers therein as defined by its legalization documents should be avoided.

E.4 If external working brigades enter the yacht, the distance of 1.5m shall be kept, where possible, and the use of non-surgical mask both by the external brigade members and by those on board of the yacht during the

stay of the members of the external brigade on the yacht is recommended . Also, the sanitary facilities of the yacht should not be used by external working brigades.

- E.5 The use of gloves is recommended during refueling (bunkering) and mooring, as well as during other procedures where surfaces of equipment used by many people need to be touched.
- E.6 Natural ventilation of the interior of the yacht, as long as the climatic conditions allow it, is recommended . The use of the air conditioning unit shall be accompanied by the inflow of fresh air, with an emphasis on non-recirculation of air.
- E.7 The Crew can contact the National Public Health Organization by telephone for information on any matter related to COVID-19 disease by calling +30 210 5212054 or the special four-digit number 1135 (24 hours/day) . The website address of this organization, which contains useful information regarding the new disease, is www.eody.gov.gr/neos-koronaios-covid-19/.

F. Treatment of crew members with onset of symptoms of COVID-19 disease during chartering

- F.1 Surgical mask must be used by the patient to prevent further droplet dispersion. In any case, patient must cover their cough (e.g. with tissues, which must be discharged into a closed waste bin containing a trash bag).
- F.2 Isolation of the patient in a cabin with private toilet and meals served inside the cabin. The cabin door must remain closed.
- F.3 The entry of other persons in the cabin, with the exception of health personnel who will pick the patient is prohibited.
- F.4 The other crew members shall direct the yacht to a port [indicatively, the Alimos Marina (Kalamaki) , the Mandraki Marina (Rhodes) and the Gouvia Marina (Corfu)] that lies on a geographical location, where :

- There are suitably formed structures in which laboratory tests to detect the SARS-CoV-2 virus can be performed on all crew members.
- If one or more COVID-19 cases are found, appropriate medical support can be provided within these structures for their recovery, and in case of severe symptoms of the disease, they can be transferred immediately to hospitals located in other geographical locations, which are specialized in the treatment of patients with COVID-19.
- The rest of the crew, described as close contacts, shall be quarantined within these structures for 14 days, under the instructions of the public health authorities.
- There is specialized staff that can perform disinfection and cleaning of the yacht, so that it is received by the Navigator and directed to the geographic point that a Group base is located. The time when the Navigator will enter the yacht on which the disinfection has taken place shall be determined by the person in charge of the disinfection brigade.

A list of ports that meet the above characteristics shall be provided to the Charterer upon delivery of the yacht.

F.5 The Crew, during the course of the yacht to one of the above ports shall come in wireless communication on channel 16 with the local port authorities, in order to notify them of the health problem they are facing. This notification shall be made by oral reading of Maritime Declaration of Health (MDH) of Annex I.2. In addition, they shall notify the competent port authority of the number of passengers. As soon as possible, they shall contact the person in charge of the departure base.

F.6 The Crew shall dock the yacht, at a point indicated by the port authorities. Coming alongside (dock along) is recommended, if possible, so that the health care staff is able to pick the patient with the greatest possible ease and safety.

F.7 The Crew shall report to the competent state authorities all the patient's contacts, starting two days before the onset of symptoms.

G. Receiving the Yacht (Acceptance Process)

- G.1 At most two crew members (the Charterer and another crew member) remain on the yacht, while the rest disembark. Before the commencement of the acceptance process, the luggage of all crew members shall be transported off the yacht. The person in charge of acceptance, wearing a non-surgical mask, shall enter the yacht and in the presence of the crew members, shall disinfect his/her hands (or wash them if this is technically possible) and shall wear (unused) disposable gloves.
- G.2 Yacht disinfection shall be carried out after the expiry of the charter of the yacht and before the commencement of the new one.
- G.3 The time at which any person enters a yacht where disinfection has taken place shall be determined by the head the disinfection staff.
- G.4 Instructions for the cleaning and disinfection of yacht spaces are provided in Circular No. 30/3/2020, Protocol No. Δ1γ/Γ.Π/οικ.21536 of the Ministry of Health on "Application of cleaning and disinfection measures on floating means in case of transfer of a suspected or confirmed Covid-19 case", required to be notified to all the Group bases in Greece.

H. Sources

1. Wikipedia, Fever.
2. National Public Health Organization, Guidance on the use of masks by the general public, 30/04/2020.
3. National Public Health Organization, Guidance for travelers, 21/05/2020.
4. National Public Health Organization, Guidance for travelers and ship crew members in the event of suspicious case at sea, 19/05/2020.
5. Ministry of Shipping and Island Policy, Guidance on the prevention and treatment of COVID-19 cases on professional yachts after the lifting of the restrictive measures against the COVID-19 pandemic, 28/05/2020.

I. Annexes

I.1 Form-Questionnaire: Declaration of Health before Embarkation

(to be filled in by all adults before embarkation)

VOYAGE DATE AND TIME	PORT OF EMBARKATION
Contact telephone for 14 days after disembarkation:	

First name(s) as indicated on ID card/Passport:	Last name (surname) as indicated on ID card/Passport:	Father's name:
First name(s) of all the children, younger than 18 years, travelling with you:	Surname(s) of all the children, younger than 18 years, travelling with you:	Father's name:

Questions

In the last 14 days	YES	NO
1. Do you or any of the aforementioned persons now or previously have suddenly developed symptoms of fever or cough or breathing difficulties?		
2. Have you or any of the aforementioned persons close contact with someone who had been diagnosed with an infection caused by the new coronavirus (COVID-19)?		
3. Have you or any of the aforementioned persons provided immediate care to someone diagnosed with an infection caused by the new COVID-19 coronavirus or have you worked with health professionals who became contaminated with COVID-19?		
4. Have you or any of the aforementioned persons visited or been close to someone diagnosed with an infection caused by the new coronavirus (COVID-19)?		
5. Have you or any of the aforementioned persons worked close range or have you shared the same environment with someone diagnosed with an infection caused by the new coronavirus (COVID-19)?		
6. Have you or any of the aforementioned persons travelled with a COVID-19 patient on any transport means?		
7. Have you or any of the aforementioned persons stayed in the same house with a patient with an infection caused by the new coronavirus (COVID-19)?		