



**PORT OF
CROMARTY
FIRTH**

Port of Cromarty Firth
Coronavirus (COVID-19)
Contingency Plan

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Links to Information

[COVID-19: guidance for staff in the transport sector](#)

[Gov.UK Coronavirus Information Site](#)

[Covid-19 Health Information NHS](#)

[Scotland](#)

[Govt. Guidance for First Responders](#)

[Cleaning Advice](#)

[NHS 111 Online Covid-19 Self-Assessment Form](#)

1. Foreword

A coronavirus is a type of virus. As a group, coronaviruses are common across the world. Typical symptoms of coronavirus include fever and a cough that may progress to a severe pneumonia causing shortness of breath and breathing difficulties.

Generally, coronavirus can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease.

Novel coronavirus (COVID-19) is a new strain of coronavirus first identified in Wuhan City, China.

Staff and crew in contact with passengers and crew (or the general public) are not considered to be at a heightened risk of contracting coronavirus as a result of their work. This means that they are at no greater risk of contracting coronavirus than any other member of the public. The current risk can be viewed here at <https://www.gov.uk>

2. Aim

The aim of this document is to provide managers and staff the information they need in order to help prevent the spread of the virus, protect themselves and inform them of the processes to follow when dealing with a suspected case of Novel Coronavirus (COVID-19) safely and effectively.

3. Objectives

- i. Maintain the safety and confidence of the public
- ii. Maintain the safety and confidence of staff
- iii. Maintain Business Continuity

4. Planning Assumptions

It is believed the virus is waterborne (via cough droplets) rather than airborne. It requires the transmission of water droplets from an infected person in order to infect others. The primary causes of transfer are thought to be coughing or touch, so isolating patients should slow the progress of the disease. However, unlike SARS or Ebola, which were contagious only when symptoms appeared, there is a concern that coronavirus victims may be infectious even before symptoms manifest themselves. (Source <https://www.nhs.uk/conditions/coronavirus-covid-19/>)

5. Key Information

Stay at home if you have coronavirus symptoms

Stay at home if you have either:

- a high temperature – you feel hot to touch on your chest or back
- a new, continuous cough – this means you've started coughing repeatedly

Do not go to a GP surgery, pharmacy or hospital.

You do not need to contact 111 to tell them you're staying at home.

Testing for coronavirus is not needed if you're staying at home.

How long to stay at home

- if you have symptoms, stay at home for 7 days
- if you live with other people, they should stay at home for 14 days from the day the first person got symptoms

If you live with someone who is 70 or over, has a long-term condition, is pregnant or has a weakened immune system, try to find somewhere else for them to stay for 14 days.

If you have to stay at home together, try to keep away from each other as much as possible.

Read our [advice about staying at home](#).

(Source <https://www.nhs.uk/conditions/coronavirus-covid-19/>)

- The Port of Cromarty Firth's Duty Marine Manager will be the initial responder to any suspected marine or landside case and will liaise with Highland Council Port Health (HCPH).
- The cleaning service provider's current cleaning practices are sufficient to prevent cross contamination in work areas. In the event of a staff member self-isolating, the office area previously occupied by that person will be isolated and "deep cleaned".
- The UK Government has produced guidance aimed at the transport sector here – [COVID-19: guidance for staff in the transport sector](#)
- The Port of Cromarty Firth carries in stock of gloves, sprays and sanitising wipes for staff and contractors.
- Advice for cleaning offices and public spaces; where there are suspected or confirmed cases is contained within the Government guidance document [COVID-19: Guidance for Employers and Businesses](#).

6. Method

There are three main areas of potential infection and response;

- Infected Staff
- Marine vessels
- Land based facility users

Each area will be dealt with in the following paragraphs:

i. Infected Staff

Staff have received awareness information by email, tool box talks as well as Health Protection Scotland information posters. Hand sanitisers and surface wipes have been placed at office areas. Where possible, limited face to face meetings are taking place and other alternative meeting methods are planned, such as, video conferencing (Web X by personal computer [PC] or mobile device), and phone. Additionally, internal/external communications can take place via Microsoft teams via PC or mobile device.

ii. Marine Vessels

The Port of Cromarty Firth have been working closely with HCPH and will follow the agreed visiting vessel procedures as directed by HCPH. Maritime Declarations of Health are already required for all ships arriving to the port. If the maritime declaration of health reports any instances of illness, the usual procedures for infectious diseases will be followed. Vessels will receive updates via the Port's Marine Radio team and by our website via official "Notices to Mariners".

iii. Land based facility users

Visitors to Port offices will have full access to hand hygiene facilities and social distancing should be practiced to limit possible contamination. As this is a fluid and dynamic public health incident the port will follow government guidance by re-accessing meeting guidance to staff.

7. Isolation Areas

There are planned waiting areas assigned for visitors showing the symptoms of Covid-19. After any incident these areas will have restricted access, before receiving a "deep clean" following NHS sanitation guidelines.

8. Communication

All Covid-19 issues or concerns should be raised with your line manager or contact the Environmental Advisor. Out of hours the Marine Radio should be contacted on 01349 852308, Shipping@cfpa.co.uk and on Channels 11 or 16.

9. Advice for First Responders

9.1 Providing assistance:

If you do need to provide assistance to an individual who is symptomatic (exhibiting the symptoms) and identified as a possible case, wherever possible, place the person in a place away from others. If there is no physically separate room, ask others who are not involved in providing assistance to stay at least 2 metres away from the individual. If barriers or screens are available, these may be used.

9.2 Personal Protective Equipment (PPE)

Use and dispose of all PPE according to the instructions and training previously provided by your employer or organisation. Disposable gloves and fluid repellent surgical face mask is recommended and, if available, disposable plastic apron and disposable eye protection (such as face visor or goggles) should be worn. Wash your hands thoroughly with soap and water before putting on and after taking off PPE.

9.3 Cardiopulmonary resuscitation

If you are required to perform cardiopulmonary resuscitation (CPR), you should conduct a risk assessment and adopt appropriate precautions for infection control.

Where possible, it is recommended that you do not perform rescue breaths or mouth-to-mouth ventilation; perform chest compressions only. Resuscitation Council (UK) Guidelines 2010 for Basic Life Support state that studies have shown that compression-only CPR may be as effective as combined ventilation and compression in the first few minutes after non-asphyxial arrest (cardiac arrest due to lack of oxygen).

If a decision is made to perform mouth-to-mouth ventilation in asphyxial arrest, use a resuscitation face shield where available.

10. Contact Numbers

Highland Council Port Health

Office hours – 01349 886606

Cleaning Contractor

For contact details contact Facilities Office reception.

NHS (24)

If you have concerns about Coronavirus (COVID-19) and are worried about symptoms, **you must stay home and call your GP or NHS 24 (111)** out of hours where you will receive help. Website: <http://www.nhshighland.scot.nhs.uk> then contact your line manager.

NHS (Health Protection Team Inverness)

01463 704886 and email: hpt.highland@nhs.net

Invergordon, AIness/Invergordon Medical Group

The County Community Hospital

Address:

Saltburn Road

Invergordon

Ross & Cromarty

IV18 0JR

01349 852893, 01349 852522