

COVID - 19 Visitor Policy

2022



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CCMI COVID-19 Policy for Visitors to the Little Cayman Research Centre

The Central Caribbean Marine Institute (CCMI)'s field research station is located on Little Cayman, a small, undeveloped island that is perfect for researching coral reefs and marine ecosystems.

Our field station is inclusive, diverse and has a community atmosphere, with many shared areas, including dormitories, dining areas and classrooms.

This policy has two important goals: first, to reduce the potential spread of COVID-19 and similar viruses; and second, to let our stakeholders know what happens if we do have a case of COVID-19 while you are staying with us.

Many of the guidelines included in this policy are determined by local laws or by international travel policies.

The policy seeks to keep our visitors, our staff and the local community as safe as possible from COVID-19.



CONTENTS

1. INTRODUCTION

- 1.1. Purpose of Document
- 1.2. Minimizing Risks - Priorities
- 1.3. Risk Levels - Green, Amber, Red



2. PLANNING A TRIP

- 2.1. Arriving in the Cayman Islands
- 2.2. Contingency Planning

3. GREEN PROTOCOLS - SITE SAFETY

- 3.1 - Prevention
- 3.2 - Tracking



4. GREEN PROTOCOLS - OFFSITE PROVISIONS

- 4.1 - Fieldwork
- 4.2 - Boat Days
- 4.3 - Diving & Snorkelling (Watersports)
- 4.4 - Social & Shopping

5. AMBER & RED PROTOCOLS

- 5.1. Suspected COVID-19 case at CCMi (AMBER)
- 5.2. Confirmed COVID-19 case at CCMi (RED)



6. LOCAL VISITS AND STUDENTS

8. DIVING POST COVID-19

7. INTERNATIONAL VISITS AND STUDENTS

9. EMERGENCY CONTACT LIST

- 7.1. Information for Travelers
- 7.2. Requirements for International Travel

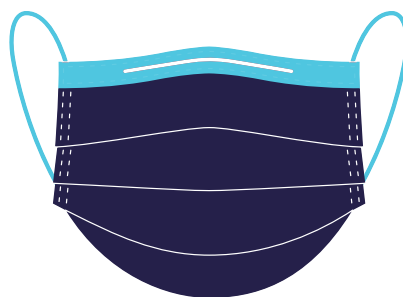


1. INTRODUCTION

1.1 Purpose of Document

This document outlines the expectations CCMI has for parties engaged with the institute and explains the actions CCMI will undertake to reduce the risk of COVID-19 transmission.

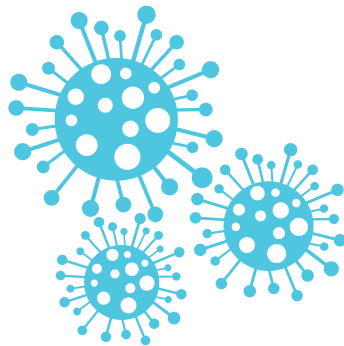
- The policies outlined in this document set out the guidance for visitors to the Little Cayman Research Centre required to minimize the risk of transmission of COVID-19 and what to do in the case of an outbreak.
- A system of monitors and controls have been put in place which requires participation from all staff and visitors.
- All guidance is subject to change following advice from the Cayman Islands Government. CCMI continually reviews these measures and the policies are updated accordingly.
- If you are planning a trip far in advance, please make sure you keep updated with changes in local travel policies.



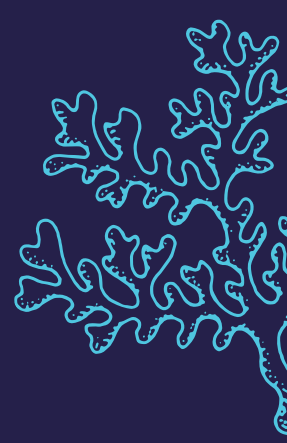
1.2 Minimizing Risks - Priorities

Signs and Symptoms of COVID-19

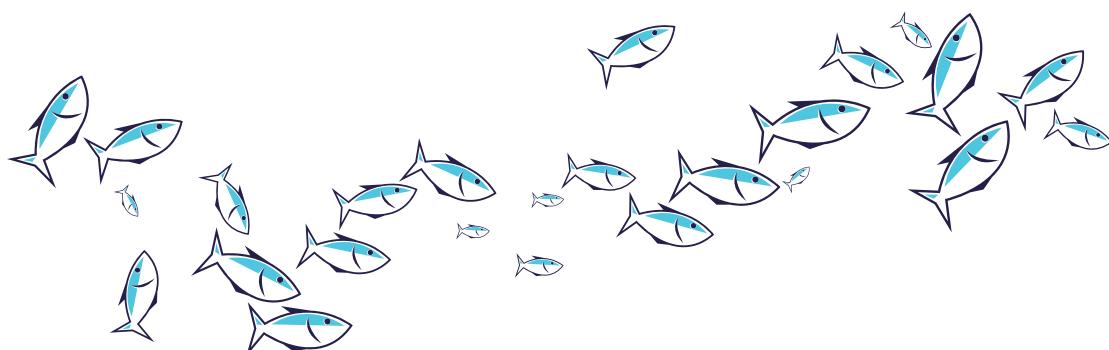
An understanding of the symptoms of Covid-19, in conjunction with how it spreads, will help inform this policy. The key symptoms are: coughing, fever, tiredness, breathing difficulties, loss of smell & taste. Symptoms are usually mild and begin gradually but commonly occur 1 - 10 days after exposure. However, it is thought that circa 80% of people with COVID-19 may be asymptomatic, i.e., are infected but do not feel ill. The Covid-19 variants have different symptoms, so please have up to date knowledge about what they are and be vigilant.



This policy has been built on the principle of reducing risk to COVID-19. CCMI recognises it has a duty to protect people from harm and this includes taking reasonable measures to protect visitors and employees. We also recognise that prevention is the best way to reduce the risk of transmission. The following priorities are key to helping CCMI create a safe environment.



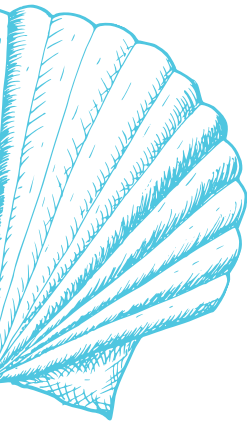
- Vaccinations for all staff and visitors working and residing at CCMI are required, unless there is an approved medical exemption.
- Testing for international or national visitors is subject to the following:
 - o International travel requirements
 - o Local policy
 - o Ongoing CCMI testing requirements
- Tracking of visitors and visitor activity while at CCMI is recorded and this data is stored according to data privacy laws.
- Quarantine and isolation laws, if applicable, must be adhered to and planned in advance of a visit to CCMI. The team will help coordinate this where relevant.
- Should a suspected infection occur from a visitor, recent visitor, or employee of CCMI, the contingency plan laid out in this document will be used to manage the situation.



1.3 Risk Levels

- **Green** - Low-level community transmission. Operations can safely continue with protocols in place.
- **Amber** - Suspected or isolated case at the station. Modify or suspend activities, follow steps outlined in section 4.1 and 4.2 Contingency Planning.
- **Red** - High community transmission of a serious variant or an outbreak at the station. Isolate station and follow steps outlined in section 4.3 Contingency Planning.





2. PLANNING A TRIP

International travel to the Cayman Islands has been disrupted by COVID-19. Changes to international travel requirements must therefore be checked, as they do change according to the threat to and prevalence of COVID-19 in the local community.



2.1 - Arrival and entry to the Cayman Islands

- International visitors are required to follow the entry and testing guidelines specified by Travel Cayman, or the Cayman Islands Government policies.
- If an international visitor or group has tested positive during travel to the Little Cayman Research Centre, they are required to follow government guidelines for quarantine and recognize this is not the responsibility of CCMI.
- International visitors are required to follow guidance from the Cayman Islands Government for vaccination and testing requirements for entry to the country.
- All international visitors to CCMI are expected to be vaccinated, unless there is an approved medical exemption.
- All visitors to CCMI must have insurance that covers COVID-19, including health provision, diving insurance (if appropriate), changes to flights and the potential for supporting isolation or quarantine either at the Little Cayman Research Centre or at a local hotel on Little Cayman or Grand Cayman.



2.2 Contingency Planning

- A COVID-19 specific brief will be given to all groups, both in advance of coming to the Little Cayman Research Centre, as well as at the beginning of the trip.
- A change in COVID-19 prevalence in the community or changes to international travel will be discussed and communicated to visiting groups at the earliest convenience.
- The Green, Amber and Red policies (outlined below) will be communicated and all contingencies identified as far in advance as possible.





3. GREEN PROTOCOLS

SITE SAFETY

3.1 Prevention measures - general

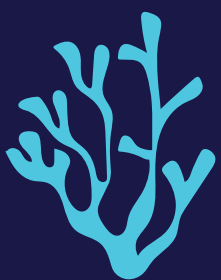
- Ensure good personal hygiene, washing your hands and a regular use of hand sanitizer, especially when coming or going from CCMI and in public areas. CCMI provides hand sanitizer at several locations throughout the facility and in all vehicles.
- Ensure good respiratory hygiene. Should an individual need to cough or sneeze, they should use a tissue, dispose of the tissue in a sanitary way and wash or sanitize their hands and any surfaces that may have been affected (catch it, kill it, bin it).
- Ensure you have enough face coverings to last the duration of your stay and/or reusable face coverings are clean and ready to use, if appropriate to do so.

3.2 Prevention measures - area specific

- Classroom, lab spaces and offices
 - Employees and visitors will be responsible for disinfecting provided workspaces after each classroom session, using a disinfectant spray or wipe.
 - Hand sanitizer will be provided in each room and is required for everyone to use on entry and exit to the building.
 - All rooms should be kept ventilated, with doors and windows opened where possible.

• Kitchen and dining facilities

- All visitors and employees must thoroughly wash their hands before entering the kitchen and dining area for any reason. Hand sanitizer may also be used when entering or exiting.
- Where water coolers are provided, hand sanitizer or washing of hands must be completed before filling water bottles. The dispenser button will be cleaned before and after each drink break.
- All staff working or visitors helping in the kitchen space must regularly wash and sanitize their hands and all workspaces must be cleaned regularly.
- All surfaces in the dining area will be cleaned before and after food service using disinfectant spray.
- If it is deemed necessary to split mealtimes according to social groups, surfaces will be cleaned between groups.
- Utensils and food are not to be taken from the dining area.
- Individual water bottles are required. Individual coffee mugs are also recommended.
- Groups will be scheduled to use the dining area, ensuring minimal contact between different visitors during meal times.



• Bathroom and showering facilities

- All visitors and staff must thoroughly wash their hands before leaving the bathrooms.
- Frequently touched surfaces such as toilets, faucets and soap dispensers will be frequently cleaned.
- Shower cubicles will be sprayed with a 1% bleach solution at end of the day. This will be left to stand for 10 minutes before being rinsed with a hose.
- A shower schedule will be used to ensure groups do not mix during shower/bathing times.



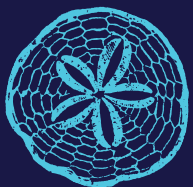
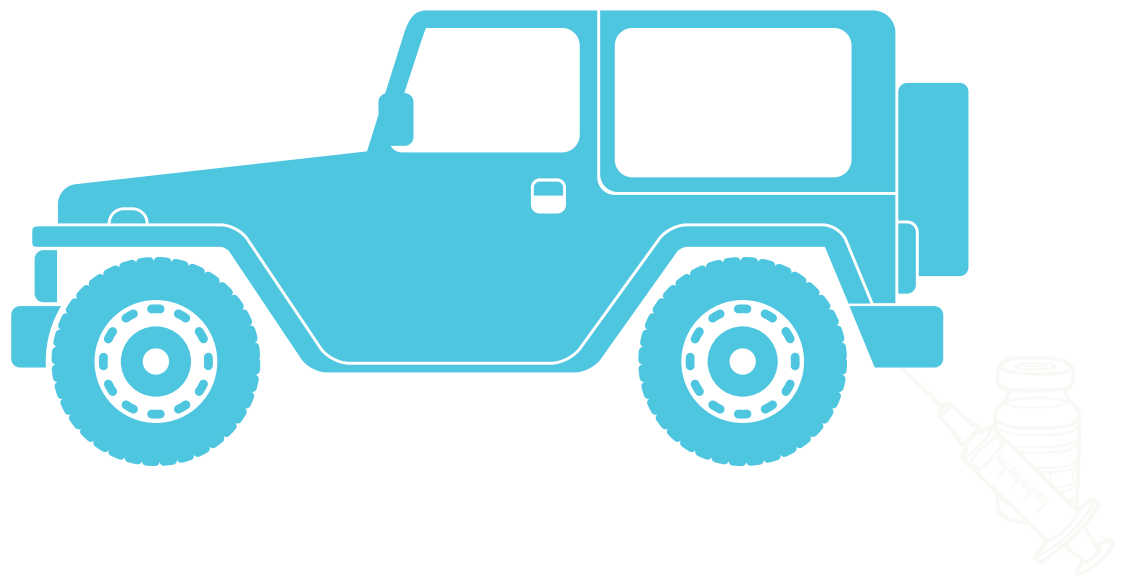
• Dorms and private rooms

- Rooms shall be deep cleaned and disinfected before arrival.
- All dorms and private rooms are to be kept ventilated when not in use for changing or sleeping. Doors and windows should be kept open where possible. AC may only be used at night, if required.
- Please keep to your own space within your dorm and keep personal items tidy and stored in individual lockers.
- Hand sanitizer is provided in each room and should be used on entry and exit.
- Individuals will make and strip their own beds, taking used sheets to the laundry room. Individuals will load their bedding into a machine, where it will be washed.



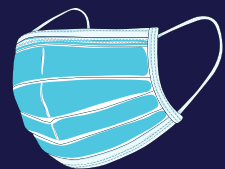
• Vehicles

- Hand sanitizer is provided in each CCMI vehicle for use on entry and exit.
- Ensure face coverings are worn when traveling within a vehicle when there is high prevalence of Covid-19 in the community or an outbreak at CCMI.
- Ventilation of vehicles will be practiced by opening windows prior to use and kept open while in use.
- Vehicles will be disinfected at the end of each day. During high prevalence of Covid-19, the vehicles will be cleaned between groups.
- Should a vehicle be required to transport a suspected or confirmed COVID-19 case, 2 meters social distancing should be maintained. The vehicle will be thoroughly cleaned by a designated member of staff wearing PPE.



- Field equipment, diving and snorkel equipment and active transport

- Hand sanitizer will be provided prior to use of bicycles or kayaks for active transport.
- Field equipment where possible and all dive or snorkel equipment will be disinfected in a 1% bleach solution for 10 minutes.
- Field equipment not suitable for immersion in a bleach solution will be cleaned using a disinfectant spray where possible. If equipment is too sensitive, handling of items will be limited to a designated employee or visitor.
- All dive and research equipment will be left for 72 hours between groups after a deep clean.
- Reduce contact where possible and use social distancing to reduce the possibility of transmission. This may include staggering group activities, travel bubbles, increasing capacity for transport or using active transport as an alternative.
- Visitors are required to bring and use their own water bottle for use in the field.
- Appropriate storage of personal items and gear on the boats, in the vehicles and at the research station is required.



3.2 Tracking

- All visitors to the Little Cayman Research Centre will be entered on to the relevant tracker used, if necessary, for contact tracing and isolation management.
- Student groups, visitors and employees residing or working at the facility will be recorded on the CCMI HR Facility & Education Programme Enrolment Tracker.
- All staff, students, visitors and visiting faculty will need to give permission for CCMI to track their time at CCMI, with the understanding that all data protection protocols will be followed.
- All cleaning conducted will be signed for using the CCMI Cleaning Tracker.
- The cleaning tracker will be reviewed daily to ensure procedures are being carried out effectively by the Research Manager, Station Manager and Education Co-ordinator.

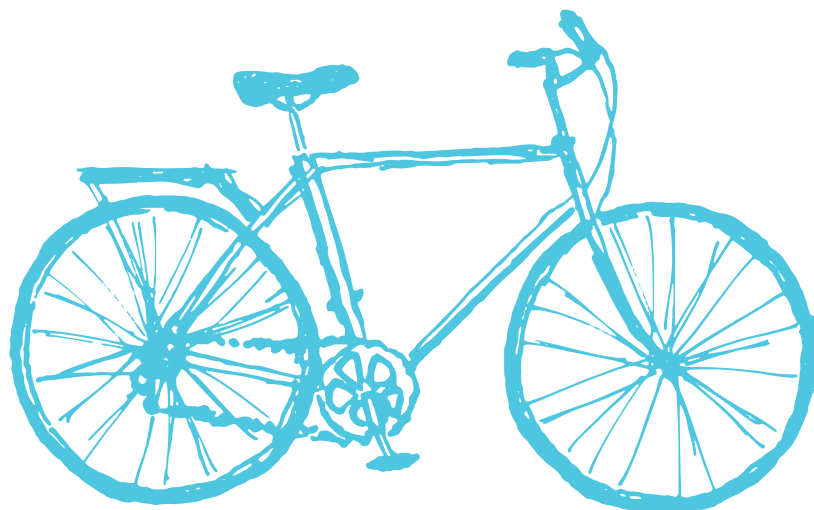




4. GREEN PROTOCOLS OFFSITE PROVISIONS

4.1 - Fieldwork Specific

- CCMI will endeavour to keep groups simultaneously living and working at CCMI separate, where possible, reducing social contact at all times.
- Where possible, use active transport such as bicycles, walking or kayaking to sites.
- Where possible, use sites local to the CCMI Little Cayman Research Centre.
- Hand washing facilities or hand sanitizer will be provided during fieldwork activities to enable good levels of hygiene.
- On returning from fieldwork activities, follow CCMI cleaning policy to ensure all equipment used is left clean and disinfected for the next user.



4.2 Boat Specific

- All CCMI vessels are open to the air with the exception of a covered area on Banana Wind. This section is storage and to be accessed by staff only.
- Hand sanitizer will be available on board and should be used before handling water containers supplied by CCMI and before and after snacks/meals if being taken on board.
- Limiting the numbers of individuals sharing equipment should be encouraged, for example by having different individuals or sub-groups working on projects using different equipment.
- During loading and unloading of equipment into vehicles or to and from the vessel, individuals should handle their own equipment where possible.
- Once activities are finished, all equipment will be taken off and cleaned.



4.3 Diving and Snorkelling (Watersports) Specific

- Due to the risk of transmission of COVID-19, equipment should not be shared except in an emergency situation, for example an out of air scenario.
- When 'buddy checking' scuba gear, the individual wearing the gear should check the functionality and condition of their octopus. If this is needed during diving activities, the risk to the receiver is deemed to be higher than the risk of COVID-19 being transmitted.
- All scuba gear, including spare equipment (regs, BCDs, snorkels etc.) shall be disinfected in a 1% bleach solution for 10 minutes. This will be performed after each use.
- Rented equipment will not be issued to another visitor for a minimum of 3 days.

4.4 Social activities and shopping specific

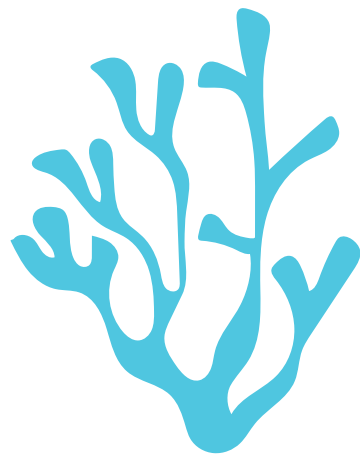
- Adhere to current Cayman Government, venue, or shop policies which may include wearing a mask.
- Limit group numbers where possible and encourage social distancing.
- For social events, encourage use of outdoor areas over indoor areas.
- Encourage common sense approaches, such as not sharing drink containers, not sharing food etc.



5. AMBER & RED PROTOCOLS

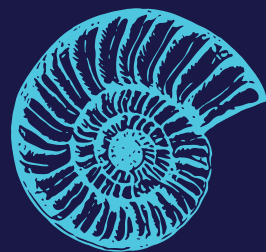


The following sections pertain to COVID-19 being suspected or an isolated case (Amber) or a confirmed group outbreak (Red) on site. All visitors are expected to adhere to these protocols to ensure everyone on site is protected as much as possible.



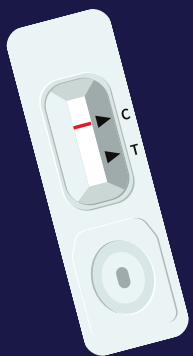
5.1 Suspected/Isolated Covid-19 Case at CCMI (Amber)

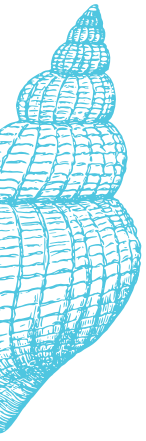
- On a suspected case of COVID, including any of the identified COVID-19 symptoms, inform a CCMI staff member immediately.
- A lateral flow test will be provided.
- A CCMI staff member will contact the Health Services Authority (HSA) to arrange a PCR test with Little Cayman Clinic, if this is a requirements by the HSA.
- The suspected/isolated person will immediately be isolated in a safe and comfortable environment. Students will be supervised at all times, in line with child protection guidelines.
- All primary contacts of the suspected/confirmed person with Covid-19 will be provided a lateral flow test by CCMI.
- At mealtimes, one designated employee will bring food and drinks to the suspected case in isolation. They will be wearing PPE and masks and those with suspected or confirmed COVID-19 will be expected to wear masks in the presence of CCMI staff.
- Any items being handed back to CCMI staff, such as water bottles or utensils will be wiped down by those using them.
- Utensils and dishes will then be thoroughly cleaned by CCMI staff.
- For bathroom visits, these will be scheduled to ensure no direct transmission is possible. Once an individual with a suspected case has used the facility, it will be thoroughly disinfected before other users are allowed entry. Bathrooms may be reassigned for use if required.



5.2 Confirmed COVID-19 Outbreak at Station (Red)

- Once a staff member or visitor has tested positive for Covid-19, isolation laws must be responded to.
- Red protocols in the Visitor Policy must be adhered to.
- For staff offsite, where local laws are relaxed, you are asked to act responsibly on CCMI's behalf, i.e. not taking part in face to face meetings if you are unwell, even if local laws allow you to do so.
- For staff working in Little Cayman, if and when isolation laws are relaxed, you are asked to act responsibly if you feel unwell, reducing the risk of infection spread, working from home if this is appropriate.
- If you contract Covid-19 and are unwell enough to work, you must inform your line manager and take the time to recover.
- All staff returning to work post Covid-19 are required to take a dive medical, to dive with or on behalf of CCMI.
- Any staff with symptoms of long-covid must inform their manager, and work out an action plan to manage workload and health rehabilitation.





6. LOCAL VISITS & STUDENTS

- Local visitors within the Cayman Islands are required to follow the advice of HSA and Travel Cayman when moving between islands and are recommended to be vaccinated prior to visiting CCMI.
- All visitors are required to take a PCR or lateral flow test 48 hours before their visit, or as per HSA guidelines, whichever is the stricter protocol.
- All visitors, including chaperones, are expected to be vaccinated against COVID-19.
- All visitors to CCMI are required to follow the prevention measures laid out in this document under section 2.1 Prevention.





7.1 Information for Travellers

- For the latest information on the status of COVID-19 in the Cayman Islands please see <https://www.hsa.ky/public-health/coronavirus/>
- For the latest information on travel requirements to the Cayman Islands please visit <https://travelcayman.gov.ky/>

7.2 Requirements for International Travel

- All international visitors must apply through Travel Cayman for permission to travel.
- All travellers must follow requirements on testing for travel purposes.
- All travellers must follow quarantine protocol as mandated by the Cayman Islands Government.
- Vaccinated travellers will be required to provide an original verifiable vaccine certificate upon arrival at a Cayman Islands airport.
- All travellers must meet Cayman Islands Immigration requirements, including obtaining a visa if not a national of an exempted country.
- Should a COVID-19 outbreak occur and / or travel requirements to the Cayman Islands change, this will be at the expense of the traveller and not CCMI.
- CCMI may provide assistance in re-booking travel or booking a quarantine facility.



8. DIVING POST COVID

All visitors to CCMI are expected to follow either DAN (for recreational diving) or AAUS (for scientific diving) guidelines, especially regarding the need for a dive medical to resume diving activities, post covid-19.





8. EMERGENCY CONTACTS

CCMI Office +1 345 948 1094

CCMI Mobile +1 345 321 8732

Medical Services

Little Cayman Clinic

+1 345 948 0072 / +1 345 936 4431

Faith Hospital, Cayman Brac

+1 345 948 2243 / +1 345 926 4295

George Town Hospital, Grand Cayman

+1 345 949 8600

HSA Cayman Islands +1 345 949 8600

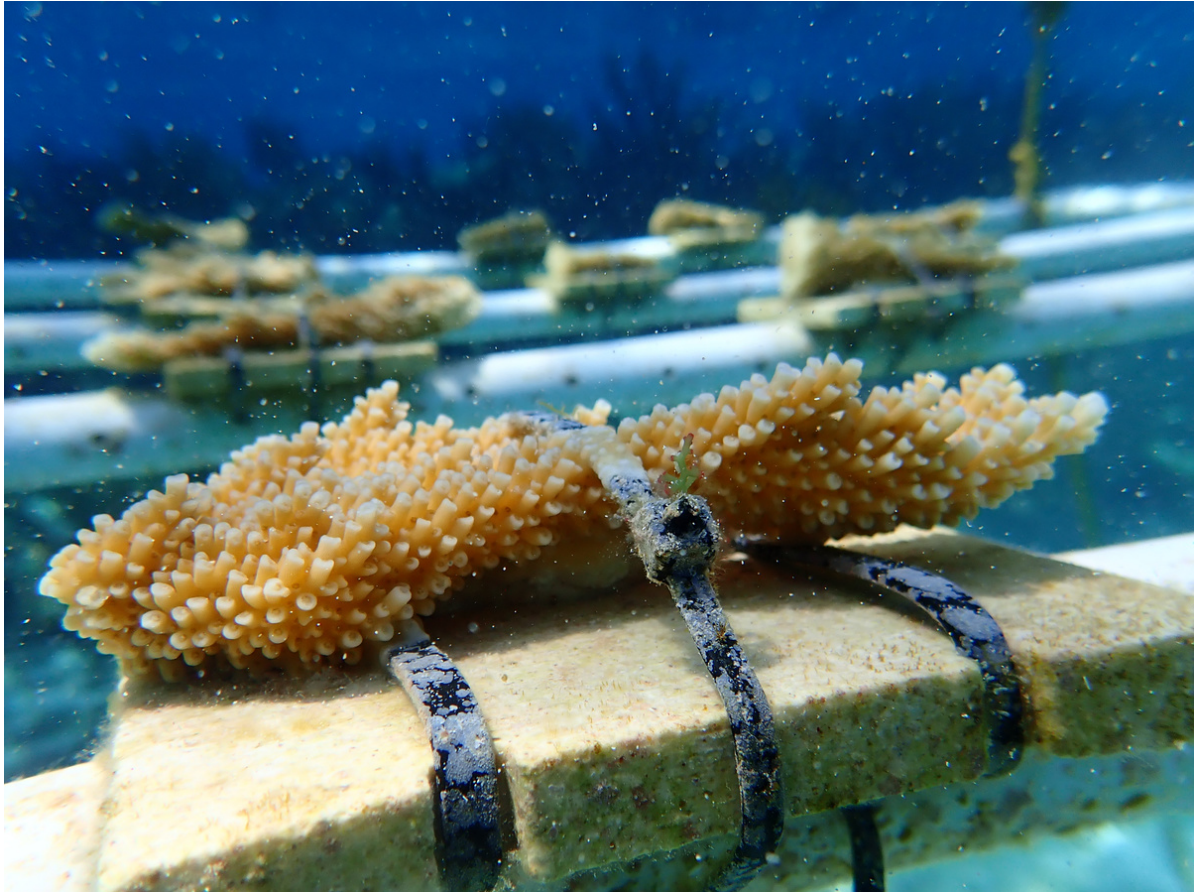
Travel Cayman +1 345 743 8463

Cayman Airways +1 345 948 1044

Police +1 345 948 0100

Fire +1 345 916 0996 (on call) / +1 345 948 0011 (fire station)





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