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| **Engineer’s Printed Name** |  |  | **Date Received (DD-MON-YYYY)** |

**Engineer**

Statement of Understanding of Responsibilities

**Questions about my assignment or upcoming work may be directed to:** the hiring supervisor: Peter Hitchcock at [**PeterHitchcock@tdi-bi.com**](mailto:PeterHitchcock@tdi-bi.com)Office phone **979-693-3446.**

**General information about TDI-Brooks International and vessel specifications may be found at:**

[**www.tdi-bi.com/vessels/vessel\_charters.htm**](http://www.tdi-bi.com/vessels/vessel_charters.htm)

**Immediately upon joining the vessel,** I will review the Engineer’s Handover from the departing engineer, initial each section as reviewed and familiarize myself with the vessel.

**Within 30 days of joining the vessel,** I will review each of the following sections of the TDI-Brooks Safety Management Manual, initial each section as completed and complete the computer based training courses. I understand that the SMM documents are available to me anytime at <http://linux.geodatapub.com/publicweb/client%20smm%20toc.html>

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| **Chief Engineer’s “Need to Know” from the Safety Management Manual (SMM)** | | | |
| **Chapter or SOP** | **Section** | **Title** | **Initials** |
| Ch 2 | ALL | General Policies and Drug and Alcohol Policy |  |
| Ch 7 | 8.0 | Chief Engineer’s Standing Orders |  |
|  | 13 | Personal Protective Equipment |  |
| Ch 10 | ALL | Maintenance of Ships and Equipment |  |
| Ch 14 | 5.0 | Job Safety Analysis (JSAs) |  |
|  | 6.0 | Management of Change |  |
|  | 7.0 | PPE Requirements |  |
|  | 8.0 | Stop Work Authority |  |
| SOP-GEN-007D | ALL | Chief Engineer’s Standing Orders |  |
| SOP-GEN-007E | ALL | Engineer’s/ Oiler’s Responsibilities |  |
| SOP-GEN-007G | ALL | Confined Space Entry |  |
| SOP-GEN-007I | ALL | Energy Isolation (Lockout/ Tagout) |  |
| SOP-GEN-2015C | ALL | Hot Work & Welding |  |
| SOP-GEN-007L | ALL | Incident Reporting and Investigation |  |
| SOP\_GEN-007S | ALL | Bunkering |  |
| SOP-GEN-007U | ALL | Working at Heights |  |
| SOP-GEN-007X | ALL | Crane and Winch Operations |  |
| SOP-GEN-010A | ALL | Crane, Winch and A-Frame Maintenance |  |
| SOP-GEN-011B | ALL | Electric Safety Program |  |
| SOP-GEN-011C | ALL | Power and Hand Tools |  |
| SOP-GEN-011D | ALL | Compressed Gas Cylinders |  |
| SOP-GEN-012A | ALL | Management of Change |  |
| SOP-GEN-012B | ALL | Permit to Work System |  |
| SOP-GEN-013A | ALL | Lifting Gear |  |
| SOP-GEN-013B | ALL | Hazard Communication |  |

**Date of Joining the Vessel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Computer Based Training to be completed within 30 days of Arrival of Vessel** | |
| **Course Name** | **Completion Date** |
| Accident/ Incident Investigation |  |
| Back Safety |  |
| Bloodborne Pathogens |  |
| Compressed Gas Cylinders |  |
| Conflict Resolution |  |
| **\*\*Confined Space Entry** |  |
| Drug and Alcohol Prevention: Employees |  |
| Drug and Alcohol Prevention: Managers |  |
| **\*\*Fall Protection** |  |
| Hand and Power Tool Safety |  |
| Hearing Conservation |  |
| Heat Stress |  |
| Industrial Ergonomics |  |
| Industrial Harassment |  |
| **\*\*Lockout Tagout (Energy Isolation)** |  |
| Machine Guard Safety |  |
| Sexual Harassment Prevention: Managers |  |
| Welding Safety |  |
| Workplace Stress |  |

**\*\* Indicates Priority- Do these first.**

**While on board the vessel,** I will regularly review, update and record maintenance of vessel equipment in the NS5 maintenance tracking module. I agree to document any work orders that cannot be completed before the due date with the reason for the delay, including ordering of parts or awaiting technicians. I will document any unplanned maintenance, including dry dock or dockside items, in NS5 as work orders.

**Before departing the vessel**, I agree to complete the Engineer’s Handover and review it with the onboarding Chief Engineer.

**My primary contact for questions about my duties or the equipment is:** the Port Engineer, Charlie Emerson, at [**portengineer@tdi-bi.com**](mailto:portengineer@tdi-bi.com).

By signing this document, I am confirming that I have read and understand the duties and responsibilities of my position as described in the TDI-Brooks International’s Safety Management Manual and agree to follow all TDI-Brooks International’s policies and procedures.

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| **Engineer’s Signature** |  | **Date of Completion (DD-MON-YYYY)** |