

Notice of Change to Controlled Documents #53--56 03 June 2011

NOC #53-56

SOP-GEN-007K Hazardous Material Operations New Section 7.0

Topic: New procedure added for unidentified chemicals.

All Chapters	All Topics
New Changes: Revision #8	<p>4.0 Components of Hazard Communication Program</p> <p>...</p> <p>An inventory of all hazardous materials is maintained for this vessel. It is located in the MSDS book. Each identified material is to have an associated MSDS sheet filed in the MSDS book. The MSDS book will be kept in a central location that is available for employee review 24 hours a day. MSDS's for new items that did not arrive with those items may be requested from the office.</p> <p>...</p> <p>7.0 Unidentified Chemical Procedure</p> <p>While TDI-BI has a strict policy regarding the clear labeling of chemicals in any container, you may occasionally discover containers that are unlabeled, or the label can no longer be read and the substance cannot be identified. All unidentifiable substances must be turned in to the Party Chief on board the ship. These substances should be isolated and returned to shore for proper disposal at the end of the cruise.</p>

ellipses indicate unchanged material has been skipped for the sake of brevity.

NOC #54

SOP-GEN-006B New Crew Orientation Sec 4.0 New Crew Member Orientation Check List

Topic: Old orientation form removed. Location of new form identified.

All Chapters	All Topics
New Changes: Revision #7	<p data-bbox="488 594 1224 625">4.0 New Crew Member Orientation Check List</p> <p data-bbox="488 667 1386 1325">Each new crewmember will need to present their credentials to the master of the vessel to ensure they are qualified to work under their command. Following the acceptance by the master each crewmember will need to complete the following orientation a New Crew Vessel Orientation Check List. This check list can be located in the electronic SMM under the "Forms Only" section. The vessel orientation fulfills a requirement of the Company's Safety Management System. Our SMS represents the commitment TDI-Brooks has made to ensure the health and safety of its employees, contractors, and visitors and that work is conducted in an environmentally sound manner. This manual represents the systematic approach to the safe management and operations of the Company's vessels and pollution prevention. This document is in compliance with the International Safety Management (ISM) Code. It is the responsibility of each crewmember to be familiar with and understand the components of the SMS.</p> <p data-bbox="488 1360 1377 1434">(Old orientation checklist that followed this paragraph has been deleted.)</p>

NOC #55

SOP-GEN-006C Vessel Orientation Sec 4.0 Vessel Orientation Check List

Topic: Orientation forms moved to “Forms Only” section of SMM.

All Chapters	All Topics
New Changes: Revision #8	<p data-bbox="488 594 1019 625">4.0 Vessel Orientation Checklist</p> <p data-bbox="488 699 1372 1171">All personnel sailing aboard this vessel will need to complete a vessel orientation. one of the following orientations. The vessel orientation check lists are located in the electronic SMM in the “Forms Only” section. The vessel orientation fulfills a requirement of the Company’s Safety Management System. Our SMS represents the commitment TDI-Brooks has made to ensure the health and safety of its employees, contractors, and visitors and that work is conducted in an environmentally sound manner. This manual represents the systematic approach to the safe management and operations of the Company’s vessels and pollution prevention. This document is in compliance with the International Safety Management (ISM) Code.</p> <p data-bbox="488 1276 1356 1350">(Orientation checklists that followed this paragraph have been moved to the “Forms Only” section.)</p>

NOC #56

SOP-GEN-007X Crane and Winch Operations Sec 7.0 Cranes

Topic: Orientation forms moved to “Forms Only” section of SMM.

All Chapters	All Topics
New Changes: Revision #7	<p data-bbox="488 556 760 590">3.0 References</p> <p data-bbox="583 627 1341 661">The following documents are references for this SOP.</p> <ul data-bbox="583 705 1105 856" style="list-style-type: none">• 46 CFR 189.36• 29 CFR 1917.45• 29 CFR 1926.550• API-RP 2D Sec's 3.1.5p and B.3.1 <p data-bbox="488 877 516 898">...</p> <p data-bbox="488 947 870 980">7.0 Cranes</p> <p data-bbox="488 1024 1341 1276">This vessel has a crane to lift heavy loads to and from the vessel, as well as deploy/retrieve scientific equipment. Operations involving cranes can be dangerous and must be operated under certain safety guidelines. A Pre-Use Inspection must be completed daily or at the change of shift before the crane may be operated. This form is located in the “Forms Only” section of the SMM.</p> <ul data-bbox="583 1352 1382 1942" style="list-style-type: none">• Always notify the bridge prior to using crane• The crane is to be operated only by qualified persons as defined in Section 4 of this SOP• Before each use, a Pre-Use Inspection of the crane must be completed.• The results of each inspection must be entered into NS5 as a work order titled “Crane Pre-Use Inspection”• The paper copy must be filed on the bridge.• Any defects found during the inspection must be repaired prior to use.• Do not use the crane in bad weather or rough seas except for emergencies• Inform personnel working in the vicinity of cranes and cargo of the operation and safe procedures associated with this operation

	<ul style="list-style-type: none"> • Inform personnel working in the vicinity of cranes and cargo of the appropriate personal protective equipment necessary (hard-hats, safety boots with non-slip soles, leather gloves, PFDs, etc.) • <u>Examine the crane and other lifting devices prior to use for defects, which, if found, must be repaired prior to equipment use</u> • Check oil filter pressure and operating pressure prior to operation- should be added to check list? <p>(New Pre-Use Inspection form referencing OSHA regulations and API-RP 2D is shown below.)</p>
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Crane Monthly & Pre-Use Inspection

Print this sheet and take it with you when you conduct the inspection. Enter it into NS5 as a work order titled "Crane Pre-Use Inspection" and link the WO to the crane using the Equipment field. File this paper copy on the bridge.

Date:	Time:
Name of Vessel:	
Description and Location of Equipment:	
Inspection/ Service Conducted By:	
Intended Use of Equipment:	

Item Inspected	Check Verified	Comments
<i>External:</i>		
Check superstructure for cracks, corrosion, dents, bending		
Check load bearing pins, shafts, locking devices, bolts		
Check hoisting mechanism		
Check wire ropes for corrosion, fraying, kinks, properly wound on drum		
Grease gears		
Inspect lift hook for signs of 'opening up', cracks		
Crane mounting in good condition		
<i>Internal:</i>		
Inspect all parts subject to wear—clutch, brake lining,		

pawls, ratchets, gears		
Check that all lubricated parts are lubed and lube is not contaminated		
Check belts for correct tension		
Safety Items	Check Verified	Comments
Deck Crew Understand Operation And Role		
Communications Functional		
Certified Crane Operator		
Ops With SWL		
Work Area Clear		
PPE		

Comments on Day's Activities and Maintenance

OSHA'S Code of Federal Regulations (CFR) 29Part1917, 1918, 1919, Inspections,Repairs and Maintenance Performed on Cranes Are Also to Be Recorded. This Pre-Use Inspection record is maintained per American Petroleum Institute Recommended Practices 2D (API-RP 2D) Sec's 3.1.5p and B.3.1.

Date and Signature of person conducting inspection
Signature:

Date: