



**NOC # 262**  
**SOP-GEN-007B Science Operations - ALL**

Revision #	Section(s)
Revision #--	SOP deleted- antiquated and not needed

**NOC # 263**  
**SOP-GEN-007M Waste Oil, Sewage and Trash**  
**Sec 7.0 (NEW) Seismic Equipment**

**Topic:** Marine Trash policy paraphrased. TDI to use only gel filled streamers for seismic ops.

Revision #	Section(s)
Revision #8	<p><b>5.0 Marine Trash and Debris Awareness and Elimination Protocols</b></p> <p>The Marine Trash and Debris Awareness and Elimination policy is specific for the Gulf of Mexico and * is designed to protect marine animals, prevent damage to vessels and prevent unsightly litter of the coastline. [*exact wording of regulation deleted and summarized]</p> <p>...</p> <p><b>7.0 Seismic Equipment</b></p> <p>TDI-Brooks will only use gel filled streamers for seismic survey to avoid potential pollution.</p>

**NOC # 264**  
**Chapter 6 Resources and Personnel- ALL**

**Topic:** See notes in summary of changes.

Revision #	Section(s)
Revision #15	<i>See attached revised SOP</i>

**NOC # 265**  
**SOP-GEN-006A, 006B & 006C- ALL**

Revision #	Section(s)
Revision #--	All information in these SOPS is already addressed in Ch6. No longer needed.

## SAFETY MANAGEMENT MANUAL



### Chapter 6 Resources and Personnel

Rev #15

Revision date: 01 Aug 2015

Page 1 of 4

### Chapter 6 Resources and Personnel

- 1.0 [Introduction](#)
- 2.0 [Responsibility](#)
- 3.0 [Key Vessel Personnel](#)
- 4.0 [General Training Requirements](#)
- 5.0 [Safe Manning and Crew Qualifications](#)
- 6.0 [Vessel Orientation](#)
- 7.0 [Records](#)

#### Revision/ Review Log

Revision Date	Approved by	Reviewed by	Revision Details/ Proposal Notes
11 January 2010 Revision #5	Dr. Jim Brooks	HSE Manager: Sue McDonald	
15 October 2010 Revision #6	Dr. Jim Brooks Dr. Bernie Bernard	HSE Manager: Russell Putt  Port Captain: Capt. Pat Fallwell	Changed to electronic format
10 December 2010 Revision #7	Dr. Jim Brooks Dr. Bernie Bernard	HSE Manager Designee: Dr. Jim Brooks  Dr. Bernie Bernard	Survival at Sea recommended for all personnel. Client reps follow training required by their company
12 January 2011 Revision #8	Dr. Jim Brooks Dr. Bernie Bernard	Dr. Jim Brooks Dr. Bernie Bernard	Some changes to the Vessel Managers duties made to clarify the roles of VM's with various backgrounds.
02 May 2011 Revision #9	Dr. Jim Brooks Dr. Bernie Bernard	Dr. Jim Brooks Dr. Bernie Bernard Dr. Roger Fay Capt. Pat Fallwell Dr. James Howell	Multiple changes based on Masters Reviews
03 May 2012 Revision #10	Dr. Jim Brooks	Dr. Jim Brooks Dr. Roger Fay Capt. Pat Fallwell	Two year medical exam for crew replaced by requirements of flag and state
03 May 2012 Revision #11	Dr. Jim Brooks	Dr. Jim Brooks Dr. Roger Fay Capt. Pat Fallwell	Chief Mate designated as ship safety officer with additional duties




**SAFETY MANAGEMENT MANUAL****Chapter 6  
Resources and  
Personnel**

Rev #15

Revision date: 01 Aug 2015

Page 2 of 4

05 April 2013 Revision #12	Dr. Jim Brooks Dr. Bernie Bernard	Dr. Jim Brooks Dr. Bernie Bernard	Responsibility revised to reflect current practice, Safety Manager reference deleted
01 May 2014 Revision #13	Dr. Jim Brooks Mr. Pete Tatro	Dr. Jim Brooks Mr. Pete Tatro	Reference to Vessel Manager deleted
19 January 2015 Revision #14	Dr. Jim Brooks Mr. Pete Tatro	Dr. Jim Brooks Mr. Pete Tatro Capt. Pat Fallwell Dr. Roger Fay	Voyage planning, chart corrections and pre-sail checklists added to second mate's duties
01 August 2015 Revision #15	Dr. Jim Brooks Mr. Pete Tatro	Dr. Jim Brooks Mr. Pete Tatro	Survival at sea to be renewed no less than every 5 years. General training requirements clarified. Job descriptions and redundant information removed

SAFETY MANAGEMENT MANUAL		
	<b>Chapter 6</b> <b>Resources and</b> <b>Personnel</b>	Rev #15
		Revision date: 01 Aug 2015
		Page 3 of 4

## **1.0 Introduction**

TDI-Brooks International has systems in place to ensure that all vessels are staffed with qualified, certificated, and medically fit seamen in accordance with flag state requirements.

## **2.0 Responsibility**

The Company President and Compliance Officer are responsible for ensuring the vessels are adequately manned with properly trained, qualified and medically fit personnel. Documents related to crew training, qualifications, medicals and drug testing are tracked in the TDI Crewing Module.

The Chief Technology Officer is responsible for ensuring that all technical/ scientific personnel, have the required training, certifications, knowledge and skills required for their positions.

## **3.0 Key Vessel Personnel**

Key positions in the vessel operation are the Master, Mates, and Chief Engineer. Key Personnel of the scientific party are Party Chief, Lab Manager and Deck Chief.


Due to the nature of a vessel involved in scientific operations, there is a unique relationship between the vessel crew and science party. The Master has full legal authority over all operations and personnel onboard the vessel and in port.

The Master and crew are on the vessel to facilitate scientific/technical sampling. The Party Chief informs the Master of what is needed and, unless it is unsafe or illegal, it should be carried out. **However, in instances of dispute, the authority of the Master is absolute.**

## **4.0 General Training Requirements**

TDI-Brooks has set goals to have some basic training for all ship's personnel, including the technical/ science party. Survival-At-Sea training must be completed at an approved training center and is recommended for all persons sailing on the vessel. Validity of Survival at Sea training is not to exceed 5 years from date of issue.

Basic HSE training and security training are required of all persons sailing on the vessel and are covered in the vessel orientation and/ or the pre-start meeting. The HSE Manager or his designee will conduct any project-specific safety training.

<b>SAFETY MANAGEMENT MANUAL</b>		
	<b>Chapter 6</b> <b>Resources and</b> <b>Personnel</b>	Rev #15
		Revision date: 01 Aug 2015
		Page 4 of 4

Training and qualifications of technical personnel are reviewed and verified by the company's senior management, which includes the President and Chief Technology Officer.

Training and qualifications of vessel officers and crew are defined by the Flag State and verified by the Compliance Officer.

### **5.0 Safe Manning and Crew Qualifications**

It is the responsibility of the Compliance Officer to ensure that each vessel is staffed with the proper number of certificated crewmen according to the Flag State and minimum safe manning requirement. However, this responsibility will fall to the Master if the vessel hires crewmen in foreign ports.

### **6.0 Vessel Orientation**

The Master or his designee will conduct an orientation for all persons who will sail on the vessel. The orientation will familiarize vessel crew and scientific personnel with the ship's policies and procedures and the safety management system.

Vessel orientation forms are located on the TDI Forms page of the ship web pages.

### **7.0 Records**

Crew certificates, expiration dates and other information is tracked in the TDI Brooks Crewing Module. Copies of new crew training and certificates are to be scanned and sent to ????