

Notice of Change to Controlled Documents #310-313 / 2 March 2016

Summary of Changes

Revisions managed by: Shannon Smith

Purpose: [310] **MR** Master asked for trained welders aboard to meet SMM requirement. SMM requirement changed due to difficulty of verifying training. Instead, new procedure created to verify safe weld by load testing any load bearing weld before use. Certs to be emailed to LiftGear@tdi-bi.com to ensure Lift Gear mgr receives. [311] Certs to be emailed to LiftGear@tdi-bi.com to ensure Lift Gear mgr or his backup receives and posts to CM. [312] **MR**- Master requests equipment to be added to vessel critical equipment SOP. [313] **MR**- Master requests procedure for when AIS to be turned off at dock. Roger provided. Section one has a list of the SOP contents removed. It essentially repeats the table of contents.

NOC#	Ch., Sec., SOP	Summary	Revision#
310	SOP-GEN-2015C	Load bearing welds must be load tested before use, load cert issued and placed in lift gear register and pdf attached to NS5 WO and emailed to LiftGear@tdi-bi.com	#2
311	SOP-GEN-007X	Winch/ Crane load test certs to be emailed to LiftGear@tdi-bi.com .	#9
312	SOP-PRT-2016B	Throttle controls added standby critical equipment	#2
313	SOP-GEN-007A	Procedure for turning off AIS at dock to be specified. Duplicate section and reference to Rylan T deleted.	#14

<u>Date Completed</u>	<u>Date Completed</u>
<u>3-7-16</u> <i>SS</i> SMM TOC page updated	_____ NOC pdf posted on CM
<u>3-7-16</u> <i>SS</i> NOC web page updated	_____ Vessel acks recorded
<u>3-7-16</u> <i>SS</i> SMM- each section updated	_____ Office controlled SMM updated
_____ NOC sent to fleet	

Approvals	Approvals
<div style="border: 1px solid green; padding: 5px; width: fit-content; margin: auto;"> <p style="text-align: center; color: green;"><u>Approved for Distribution</u></p> <p>Date <u>3/3/16</u> Initials <u>[Signature]</u></p> <p>Print Name <u>[Signature]</u></p> </div>	<div style="border: 1px solid green; padding: 5px; width: fit-content; margin: auto;"> <p style="text-align: center; color: green;"><u>Approved for Distribution</u></p> <p>Date <u>3/3/16</u> Initials <u>[Signature]</u></p> <p>Print Name <u>Pete Tatro</u></p> </div>

Approved for Distribution

Date 3/3/16 Initials [Signature]

Print Name Jim Brooks

NOC # 310
SOP-GEN-2015C Hot Work and Welding

Revision #	Section(s)
Revision #2	<p>8.0 Training</p> <p>Only licensed welders will be allowed to conduct welding activities on load bearing structures. Other affected employees will be trained to recognize the general hazards associated with welding and other hot work and understand the permitting requirements.</p> <p>>>></p> <p>12.0 Welding Load Tests</p> <p>Any welding that will bear a load must be load tested prior to use and have load test certificate issued. The certificate is to be filed in the Lifting Gear Register and a scanned pdf of the certificate attached to the NS5 work order and emailed to LiftGear@tdi-bi.com.</p>

>>> Unchanged material skipped for sake of brevity

NOC # 311
SMM-GEN-007X Crane and Winch Operations

Revision #	Section(s)
Revision #14 ⁹	<p>6.0 Maintenance and Load Tests</p> <p>>>></p> <p>Winches and cranes are load tested annually. New load test certs should be scanned and emailed to LiftGear@tdi-bi.com. Load test certificates are kept on the vessel and posted on the Crewing Module.</p>

>>> Unchanged material skipped for sake of brevity

NOC # 312
SOP-PRT-2016B Critical Equipment (Proteus)

Revision #	Section(s)					
Revision #2	<p>3.0 Standby Critical Equipment</p> <p>>>></p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Propulsion</th> <th style="width: 50%;">Recommended Spares</th> </tr> </thead> <tbody> <tr> <td>Throttle controls</td> <td>None</td> </tr> </tbody> </table>		Propulsion	Recommended Spares	Throttle controls	None
Propulsion	Recommended Spares					
Throttle controls	None					

>>> Unchanged material skipped for sake of brevity

NOC #313
SOP-GEN-007A Bridge Procedures

Revision #	Section(s)
Revisions #14	<p>1.0 Introduction</p> <p>This SOP describes the bridge procedures, including the Master's standing orders for the vessel. This document describes the procedures aboard this vessel to ensure the good practices of our seafarers, improving navigation safety and protecting the marine environment. The following procedures follow international guidelines described in the ISM Code, STCW, U.S. Coast Guard, and recognized good seafaring practices. The topics covered in the Bridge Procedures SOP include:</p> <ul style="list-style-type: none"> ● Policy and Responsibility ● Definitions ● Bridge Resource Management <ul style="list-style-type: none"> ○ Navigational Watches ○ Bridge Team ○ General Guidelines for Watch Keepers ○ Officer of the watch ● Master's Standing Orders <ul style="list-style-type: none"> ○ Bridge Watches ○ Lookouts/Watch Standing ○ Vessel Security ○ Science Operations ○ Entering an Oil Field or Restricted Area ○ 500 M Entry Zone ○ Simultaneous Operations (SIMOPS) ● Bridge Order Book (Captain's Log) ● Voyage Planning <ul style="list-style-type: none"> ○ General ○ Voyage Plans ○ Pre-Sail Checklists ○ Prior to Casting Off ○ Immediate, Upon Departure ○ Once in Open Water ○ At Sea ○ Returning to Port Planning ○ Port Entry Preparations ○ Secured Along Side ● Adverse Weather Plan <ul style="list-style-type: none"> ○ Work Stoppage ○ Vessel Operations Stoppage ○ Site Abandonment ● Weather/Cyclones <ul style="list-style-type: none"> ○ Cyclone Procedures

- Pirates

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5.9 Keel Clearance

MINIMUM UNDER KEEL CLEARANCE (UKC)

- Open Water – 200% of vessel draft
 - Restricted or Inshore Waters – 100% of vessel draft
 - Docking, maneuvering, in narrow channels – 20% of vessel draft
1. Note: GeoExplorer Multibeam Pod extends 2 feet below keel.
 2. GeoExplorer may have USBL pole extended.
 3. Gyre has moon pool fairing 2 feet below keel and may have USBL pole extended in forward or aft moon pool.
 4. ~~Rylan T may have USBL or swath extended below keel in moon pool or overside.~~
 5. Brooks McCall may have USBL extended below keel or overside.

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11.0 AIS Procedure

Requirements:

Vessels equipped with AIS (either by mandatory carriage or voluntarily) must abide by the requirements set forth in **33 CFR 164.46(d)** and **SOLAS Chapter 5 Regulation 19, Section 2.4** should especially ensure:

- their AIS is in properly installed,
- using an assigned MMSI, and,
- that its data is accessible from the primary conning position of the vessel.
- Also, that it be in 'effective operating condition',
 - which entails the continuous operation of AIS and
 - the accurate input and upkeep of AIS data fields (GPS, gyro, converters,...)

When must AIS be in operation?

AID must be on during all times that the vessel is navigating (underway or at anchor, or moored in or near a commercial channel or shipping fairway in operations likely to restrict or affect navigation or other vessels), and, at least 15 minutes prior to unmooring.

Turning it Off?

Yes, it can be turned off when you are moored at the dock (except as noted above, and the 15 minute "warm up")

Should continual operation of AIS compromise the safety or security of the vessel or where a security incident is imminent, **the AIS may be switched off.**

This action and the reason for taking it must be

- reported to the nearest U.S. Captain of the Port or Vessel Traffic Center and
- recorded in the ship's logbook.
- The AIS should return to continuous operation as soon as the source of danger has been mitigated.

The Pilot Plug (Port)

The AIS Pilot Port, on any vessel subject to pilotage, must be readily available and easily accessible from the primary conning position of the vessel and within at least 3 feet of a 120-volt 50/60 Hz AC power receptacle.

>>> Unchanged material skipped for sake of brevity