

# Notice of Change to Controlled Documents #59-61----12 Aug 2011

## NOC #59

### SMM Chapter 2 General Company Policies Section 3-4

**Topic:** Move HSE company statement to section 3- HSE and add goal of zero accidents and no harm to personnel or the environment.

All Chapters	All Topics
<p>New Changes: Revision #8</p>	<p><b>3.0 Company Health, Safety, and Environment Policy (HSE)</b></p> <p>TDI-Brooks is committed to providing its employees, contractors, clients, and visitors a safe environment in which to work. TDI-Brooks is also committed to the protection of the environment and strives to meet environmental compliance (see the following policy statement).</p> <p>(company HSE statement to be moved from section 4 to here)</p> <div style="border: 3px double blue; padding: 10px;"><p><b>TDI-Brooks International's Commitment to the Health and Safety of Employees and the Protection of the Environment</b> January 2010</p><p>It is the goal of TDI-Brooks International to conduct each project with zero accidents and no harm to personnel or the environment.</p><p>TDI-Brooks International is committed to providing its employees, contractors, clients, and visitors a safe environment in which to work. Safety is the business and responsibility of every employee and can be better achieved through proper engineering, education, training, protective equipment, and enforcement of safety rules. TDI-Brooks International is responsible for providing the proper equipment, tools, training, supervision, and policies to their employees to meet the Company's commitment to a safe work environment.</p></div> <p>...</p>

	<p>3.1 Blood Borne Pathogens</p> <p>Employees who become aware of any health-related issue, including pregnancy, should notify their supervisor of health status. This policy has been instituted strictly to protect the employee.</p>
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ellipses indicate unchanged material has been skipped for the sake of brevity.

## NOC #60

### SMM Chapter 3 Company Responsibility and Authority Figure 2

**Topic:** Corrected name of HSE Manager from Russell Putt to James Howell.

All Chapters	All Topics
<p><b>New Changes:</b> <b>Revision #8</b></p>	<div style="border: 1px solid black; background-color: #FFC0CB; padding: 5px; display: inline-block;"> <p><b>Company HSE Manager</b> <b>Dr. James Howell</b></p> </div>

## NOC #61

### SMM Chapter 7 Shipboard Operations Section 9 Basic Vessel Hygiene and Food Service

**Topic:** Vaccinations not required for cook.

All Chapters	All Topics
<p><b>New Changes:</b> <b>Revision #9</b></p>	<p><b>9.0 Basic Vessel Hygiene and Food Service</b></p> <p>The master is ultimately responsible for the health and safety of all persons aboard the vessel. Basic hygiene on the vessel and in the food preparation and service areas are important to the health of the crew. The galley staff and steward report to the chief mate who keeps the master informed. TDI-Brooks vessels are small, and steward responsibilities may be assigned to a galley hand. All food handlers must be of good health and have the following vaccinations:</p>

- Measles/Mumps/Rubella;
- Hepatitis A;
- Tuberculosis test; and
- Yellow fever (if applicable).

The chief mate is responsible for ensuring that basic hygiene standards are maintained on the vessel. This includes monitoring the following:

- Sanitation of vessel;
- Maintenance of all equipment associated with food preparation and sanitation;
- Trash and waste disposal; and
- Scheduling of food preparation and service staff.