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| **TDI-Brooks International** | Enter in **NS5 Quality module** as a **meeting** | **Vessel:**  |  |
| ***NS5 Meeting#*** |  | **Meeting** |  |
|  | Pre-Start Safety |  |
| **Date:**  |  | **Start Time:**  |  |
| **Conducted By (print name):**  | **Review of Safety at Sea PowerPoint** | **End Time:** |  |

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| **No.** | **NAME** | **Initials** | **No.** | **NAME** | **Initials** |
| 1. |  |  | 16. |  |  |
| 2. |  |  | 17. |  |  |
| 3. |  |  | 18. |  |  |
| 4. |  |  | 19. |  |  |
| 5 |  |  | 20. |  |  |
| 6 |  |  | 21. |  |  |
| 7 |  |  | 22. |   |  |
| 8. |  |  | 23. |   |  |
| 9. |  |  | 24. |   |  |
| 10. |  |  | 25. |  |  |
| 11. |  |  | 26. |  |  |
| 12. |  |  | 27. |  |  |
| 13. |  |  | 28 |  |  |
| 14. |  |  | 29. |  |  |
| 15. |  |  | 30. |  |  |
| **Suggested Topics**  |
| **This is a review of the Safety at Sea Powerpoint, which describes TDI-Brooks International’s Health, safety and Environmental policies. Check off the topics as you discuss them.** 1. TDI-Brooks HSE Commitment
2. Advise attendees of the location of the Safety Management Manual on the vessel
3. Behavior Based Safety- location and use of the Safety Observation Cards
4. Short Service Employees- identify them in the meeting and advise how they will be recognized- different colored hard hat, work vest, headband, etc.
5. Job Safety Analysis- Supervisors to conduct one for every task. Advise of location of blank JSA forms.
6. Reporting- toolboxes, incident forms, meeting forms
7. Drug and Alcohol policy – test kits are aboard for reasonable cause testing
8. Firearms-weapons policy
9. Smoking- no butts overboard, designated smoking areas- no smoking inside the vessel
10. Waste management- no trash overboard
11. PPE- location of the current PPE matrix, where to find or how to request additional PPE
12. Slips/ trips/ falls- always have one hand on the handrail when using stairs.
13. Proper lifting techniques- get help
14. Lifting gear- this year’s proper color, location of lift gear color charts, where to isolate damaged gear
15. Health issues – report to your supervisor any conditions or medications that could impair your ability to work
16. Permits- When needed, how to get one, who to ask
17. Any project specific requirements? Does client have a policy for jewelry, pocketknives, coveralls, etc.?
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| **Any questions or additional topics/ concerns addressed:** |