Meeting- Contractor Safety Review

*Marine Operations*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| *Vessel Name* | | | *Date (****01-January-2020****)* | | | *Name of person conducting the meeting* ***(PRINT)*** | |
|  | | |  | | |  | |
| *Start time* |  | *End Time* | |  | ***HELM #🡺*** | |  |

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| **No.** | **PRINTED NAME** | **Initials** | **No.** | **PRINTED NAME** | **Initials** |
| 1. |  |  | 17. |  |  |
| 2. |  |  | 18. |  |  |
| 3. |  |  | 19. |  |  |
| 4. |  |  | 20. |  |  |
| 5 |  |  | 21. |  |  |
| 6 |  |  | 22. |  |  |
| 7 |  |  | 23. |  |  |
| 8. |  |  | 24. |  |  |
| 9. |  |  | 25. |  |  |
| 10. |  |  | 26. |  |  |
| 11. |  |  | 27. |  |  |
| 12. |  |  | 28.8.. |  |  |
| 13. |  |  | 29. |  |  |
| 14. |  |  | 30. |  |  |
| 15. |  |  | 31. |  |  |
| 16. |  |  | 32. |  |  |

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| **Check the boxes as you cover the items** | | | | | | | | | | | | |  |
|  | Contractors to follow all TDI procedures | | | | | | | | | | | | |
|  | Work requiring a permit and who is authorized to sign: Hot work, Energy Isolation, Conf. Space - Chief Engineer. Working at Heights- Bridge Officer on Watch | | | | | | | | | | | | |
|  | Permits must be completed and signed before work may begin | | | | | | | | | | | | |
|  | JSAs to be conducted by supervisor for each task and include all who will do the work | | | | | | | | | | | | |
|  | PPE matrix to be followed, obey PPE required signage-hearing protection required areas and hard hats on open deck at dockside. EVERYONE to wear long pants and steel toes. Refusal to wear proper PPE is a refusal to work. | | | | | | | | | | | | |
|  | Smoking in designated outdoor areas only- NEVER in the vessel- use sand buckets | | | | | | | | | | | | |
|  | Identify locations of hazardous materials and Safety Data Sheets | | | | | | | | | | | | |
|  | Be aware of multiple increased hazards in work areas. Barricade open holes in deck. Protect fellow workers from the hazards you create. | | | | | | | | | | | | |
|  | Pre-use Winch and crane inspections apply as per usual policy (daily or before each use) | | | | | | | | | | | | |
|  | Do not operate equipment you are not qualified to operate (cranes, winches, welding tools) | | | | | | | | | | | | |
|  | Lifting gear color code- use only lifting points marked with SWL, only gear with current color. Damaged gear to be REMOVED FROM SERVICE, painted red and quarantined below deck. | | | | | | | | | | | | |
|  | Safety Observation Cards- safety issues documented and addressed at daily safety meetings | | | | | | | | | | | | |
|  | Where will all personnel muster in case of emergency? | | | | | | | | | | | | |
|  | **STOP WORK authority-** ANYONE has the right to stop the job if they observe unsafe activity. | | | | | | | | | | | | |
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| **Name of person conducting the meeting:(printed)** | | | | | | | **Signature:** | | | | | | |
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| **Name of contractor representative in charge** | | | | | | | **Signature:** | | | | | | |
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