

Visitor Safety Briefing

Vessel _____ Date _____
(Print Name) (Spell month -Ex. 01-January-2022)

Purpose of visit (audit, inspection, kick off meeting, etc.) :

Visitors who are not sailing with the vessel and are not contractors may be given a safety briefing when boarding the ship. This is a very basic overview of the safety procedures and policies that will apply to them while on board. **STORE THIS PAPER COPY IN BINDER #2- no need to put into Helm**

No.	Print Name	Signature	Company or Agency Represented
1			
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Briefing Topics-- Check the boxes as you cover the items

<input type="checkbox"/>	Have visitor sign the visitor's log and check their photo ID
<input type="checkbox"/>	Visitors and Contractors to follow all TDI procedures
<input type="checkbox"/>	Obey signage -PPE protection required areas and restricted areas
<input type="checkbox"/>	Advise visitors of locations of restrooms and smoking/ vaping in designated outdoor areas only- NEVER in the vessel- No butts in trash or over the side
<input type="checkbox"/>	Be aware of multiple increased hazards in work areas. Visitors may not enter work areas unrelated to their visit while work is in progress.
<input type="checkbox"/>	Where will all personnel muster in case of emergency?

Name of person conducting the briefing: (printed)	Signature:

Title of Document:	Vessel Orientation - Crew	Document Number:	TBD
Authority:	Designated Person Ashore	Revision:	May 2022
Custodian/Owner:	Port Captain	Issue Date:	May 2022
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