

Bridge Memorandum #12: Safety Observation Cards

Captains and Party Chiefs:

We have created a program to track our Safety Observation Cards from the office and are ready to begin collecting them on a regular basis to track safety trends and improve our safety practices.

Each vessel should have a single running spreadsheet of the safety cards since the beginning of the program on that vessel. Occasionally, you may have been asked to separate these out on a project basis, but we want to keep the permanent record on a single spreadsheet.

Please send us all safety observation card spreadsheets you have for your vessel. Then download the attached standard format to start entering the safety cards on as of today. The new format will allow us to import the data into a master database and generate reports.

Some vessels may have fallen out of the habit of using the safety cards, so please encourage everyone on your vessel to use the cards to report safe and unsafe acts or conditions. Review the cards in your safety meetings and track them to completion in the new Safety Card spreadsheet.

Begin sending the updated Safety Card Spreadsheet to safetycards@tdi-bi.com every week with your HSE meeting for review by management. The original cards remain on the vessels. Thank you.

SEE NEXT PAGE FOR SAFETY CARD PROCESS.



Safety Observation Card Process

