



*Please print and post at your vessel/ facility for all employees to view*

## **Fleet Memo #31: Vessels Responsible for Corrective Actions**

This memo is to advise the fleet of a major change in the way we handle non-conformities and corrective actions. Typically, an audit will result in non-conformities for the vessel, which are handled entirely by the office in terms of coming up with a root cause analysis and corrective action plan. The result has been that the vessels are uninvolved in resolving their own issues.

The fact that we have had the same non-conformities reoccur on several of the vessels over multiple audits proves that corrective action plans implemented from the office level have proven ineffective. A large number of these non-conformities resulted from company policies and procedures not being followed on the vessels or in TDI's Freeport shipyard.

Management expects that empowering ship's crew to address and resolve their own issues is a more effective way of improving operations, managing non-conformities and preventing their recurrence.

From this point forward, all vessels will be responsible for conducting their own root cause analysis and proposing their own corrective action plans. These plans will be submitted to the Designated Person Ashore for review and approval. Once approved and implemented, a member of office management will verify on site the effectiveness of the corrective actions and report to the DPA for follow up and closure.

Materials are being prepared for you to assist in your efforts with effective inspections, root cause analysis for problems, and compliance administration.

I look forward to working with all of you toward continued safe, reliable, and client responsive operations. Please don't hesitate to call upon me with specific concerns or suggestions.

Pete Tatro

TDI-Brooks International

Designated Person Ashore