

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

Fleet Memo #61: Alcohol and Drug policy

Recent alcohol related incidents within the fleet have caused TDI Management to re-enforce TDI Management's position and Company policies of **ZERO TOLERANCE** on Alcohol and Drug use while employed onboard TDI vessels.

These situations have led to the immediate dismissal of several TDI employees that were involved and will be the stance of TDI Management going forward.

As a Company, as Managers, as Professional Mariners, and Professional Survey / Technical staff, our policies are put in place for the safety of our employees, contractors, clients, and vessels. They will ALWAYS be adhered to.

The Master of the vessel has **Ultimate and Overriding authority** for the safety of the vessel and crew. If he/she feel that the safety of the vessel and/or crew is compromised, they have the authority to contact TDI Management for actions to be taken, with supporting documentation.

Lessons learned:

- **Personal control** – Personnel while under the influence make poor decisions that ultimately caused the dismissal of their employment with TDI.
- **TDI Management** – Management needs to re-enforce company policies.
- **Master's Authority** – The Master has Ultimate and Overriding authority for the safety of the vessel and the crew. Their decisions, Standing orders, and actions will be supported by TDI Management with proper documentation provided.
- **Documentation / Statements / Disciplinary Reports** – These are essential for proper investigation and required as part of TDI's Procedures.

Your action items:

1. Conduct Safety Meeting with all onboard to review SMM CH. 13 Section 2.0 and 6.0
2. Masters to review SMM Ch. 5
3. Record minutes and signatures. Send to DPA once complete.

If you have any questions, please email.



Roy Robbins
DPA



James Howell
HSE Manager