

1

Stop



Ensure all colleagues are empowered to STOP WORK and intervene

I will ALWAYS



- ✓ Encourage all colleagues to 'STOP WORK' when there is an unsafe activity or condition
- ✓ Respect the intervention
- ✓ Thank the person who stopped me and may have saved my life!
- ✓ Raise the issue for learning through the normal company process

I will NEVER



- ✗ React poorly to a safety intervention
- ✗ Be afraid to step forward to intervene
- ✗ Leave it to someone else
- ✗ Cover up or disguise any unsafe activity or condition

2

Enclosed Space Entry



Only enter an enclosed space if it has been ventilated and the atmosphere confirmed safe

I will ALWAYS



- ✓ Check if a Permit is required; obtain authorisation and comply
- ✓ Verify that the atmosphere has been tested and made safe and confirm what and when re-testing is required
- ✓ Challenge the testing: ask when and where it was completed, by whom, and what materials / substances were in the space
- ✓ Confirm that all energy, machinery and fluids and gases have been isolated and locked-out
- ✓ Verify that the atmosphere of the space will not be affected by adjacent activities/compartments or spaces
- ✓ Agree an appropriate rescue plan with my co-workers before entry

I will NEVER



- ✗ Work in an enclosed space if I can complete the task in a safer way
- ✗ Enter an enclosed space without fully understanding the hazards present and being satisfied it is safe
- ✗ Enter an enclosed space alone
- ✗ Deviate from the agreed safety or emergency procedures
- ✗ Leave an unattended entry point. During breaks, ensure appropriate barriers or means to prevent anyone from entering the space.

3

Fall Prevention



Always protect yourself from falling when working at height or during personnel transfer

I will ALWAYS



- ✓ Check if a Permit is required before commencing a task, understand the requirements and comply with them
- ✓ Maintain three points of contact when climbing or working from a ladder and always hold onto the handrail on stairs
- ✓ Plan my work and agree appropriate safety measures with my co-workers
- ✓ Check the condition of fall arrestors / lines and anchor points
- ✓ Maintain situational awareness of other work being conducted around me

I will NEVER



- ✗ Start work without a pre-job risk assessment to identify risks and appropriate controls
- ✗ Start work if I think the conditions are unsafe
- ✗ Start work if I am unclear of the safety or emergency procedures
- ✗ Rely only on PPE; it is my last line of defence

4

Energy Isolation



Verify isolation before working with stored energy and invisible hazards (e.g. electrical, pressure)

I will ALWAYS



- ✓ Identify all energy sources (such as electrical, mechanical, gravity and kinetic) before starting a task
- ✓ Check if a Permit is required, obtain authorisation and comply
- ✓ Treat all energy sources as live until they have been:
 - Safely isolated,
 - De-energised,
 - Verified, and
 - Locked-out with life-saving equipment such as locks and tags

I will NEVER



- ✗ Start work without a pre-job risk assessment to identify risks and appropriate controls
- ✗ Start work if I think the conditions are unsafe
- ✗ Start work if I am unclear of the safety or emergency procedures
- ✗ Rely only on PPE; it is my last line of defence

5

Working Over Water/ Access to Vessels



When outside of ships rails, always wear a Personal Flotation device

I will ALWAYS



- ✓ Wear a suitable life-saving flotation device before commencing work on or around water
- ✓ Plan my work, ensuring the sea-state is within acceptable conditions
- ✓ Consider the vessel movement and swell before transferring between vessels
- ✓ Check emergency equipment is in place, such as radio and flares

I will NEVER



- ✗ Work within a risk of falling overboard if the task can be achieved by a safer method
- ✗ Board a vessel if the risks are unacceptable or I have any concerns regarding safety, weather or the transfer methods
- ✗ Carry my equipment when transferring over water
- ✗ Transfer to another vessel without first establishing visual and radio communications

6

Line of Fire



Ensure yourself and others are positioned away from suspended loads, stored pressure, moving machinery and snap-back areas

I will ALWAYS



- ✓ Maintain a safe distance from hazards, ensuring I am outside the 'line of fire' and understand the consequences of equipment failure
- ✓ Keep away from suspended loads, unprotected equipment and moving vehicles
- ✓ Be alert to blasting, welding, grinding, electrical work and falling objects
- ✓ Maintain a safe distance from lines under tension such as lifting/mooring lines, towing cables or suspended loads – consider Snap-back areas
- ✓ Make use of pedestrian walkways and safe zones where provided

I will NEVER



- ✗ Enter an unauthorised area
- ✗ Bypass a safety barrier or enter an exclusion zone
- ✗ Attempt a task that I am not trained or competent to do

7

Navigation



Adhere to the collision regulations, supplement navigation aids with visual / manual checks, plan and execute the passage plan and avoid distractions & fatigue

I will ALWAYS



- ✓ Look out of the window
- ✓ Obey collision regulations
- ✓ Comply with work/rest hours
- ✓ Maintain a safe distance from land and shallow water
- ✓ Supplement navigation aids with visual/manual checks
- ✓ Execute passage as per plan
- ✓ Calculate enough Under Keel Clearance including dynamic factors such as Squat

I will NEVER



- ✗ Allow incidents caused by fatigue
- ✗ Accept ECDIS / AIS tracking information without independent checking
- ✗ Proceed at unsafe speed in heavy traffic or restricted visibility
- ✗ Allow myself to be distracted
- ✗ Use, or have available, personal mobile phone, tablet or laptop while on duty



8

Lifeboats



Ensure own and others safety during maintenance and testing of lifeboats

I will ALWAYS

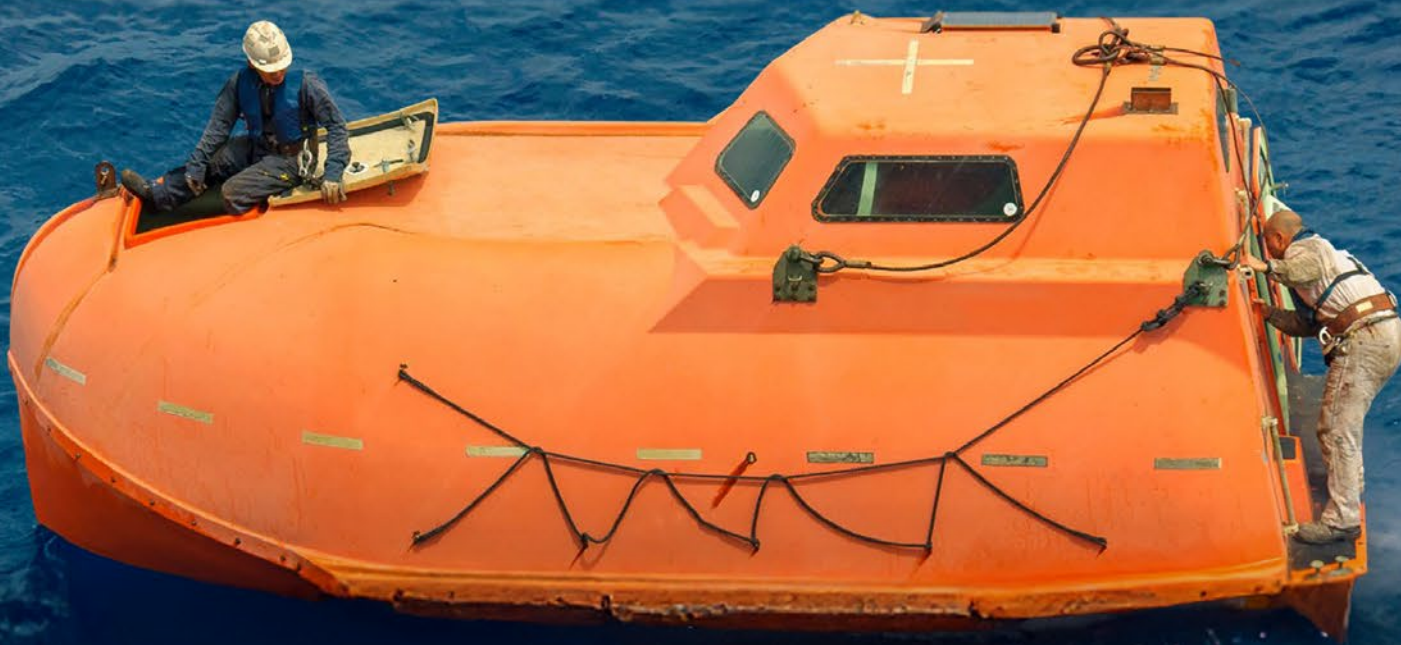


- ✓ Ensure the boat is fully secured (gripes; harbour pins; lashings) before entering for maintenance
- ✓ Conduct toolbox talks covering dangers, release mechanisms, roles and operational procedures
- ✓ Have fully trained colleagues conducting maintenance of boats, winches, brakes, davits, and associated safety systems
- ✓ Remove winch handles before launching
- ✓ Ensure adequate supervision and means of communication
- ✓ Avoid the unintended operation of on-load release mechanisms

I will NEVER



- ✗ Have anyone inside a boat when I am only testing the operation of the davit or crane
- ✗ Have more people inside the boat than the minimum critical crew required for safely launching the boat or testing launching apparatus
- ✗ Put crew in danger areas when boats / davits are moving (crushing, etc.)
- ✗ Leave hanging off pennants or securing devices in place after maintenance / testing



9

Hotwork



Ensure spaces are free of flammable materials and gases before working where flame is used, or sparks may be produced

I will ALWAYS



- ✓ Ensure all flammable materials are removed from space AND where possible, adjacent spaces
- ✓ Have fire-fighting equipment available and ready for use
- ✓ Keep watch over adjacent spaces
- ✓ Test for presence of flammable gasses
- ✓ Complete a Risk Assessment
- ✓ Consider alternative work methods / equipment or deferral to refit

I will NEVER



- ✗ Proceed without a relevant permit
- ✗ Deviate from Risk Assessment / permit

10

Distractions



Distractions can have disastrous effects on safety vigilance. It is essential there are no distractions which impede your focus on your safety duties.

I will **ALWAYS**

- ✓ Comply with my company policy on avoiding distractions, such as cell phones, laptops or tablets, to ensure I am fully focused on safe operations
- ✓ Only conduct activities required for the safe operation of the vessel
- ✓ Plan tasks with care to avoid simultaneous activities (SIMOPS)
- ✓ Maintain a professional workplace Make sure only personnel with immediate ships business are permitted access to the bridge, engine room and cargo areas
- ✓ Ensure my team take regular breaks, especially where tasks are repetitive

I will **NEVER**

- ✗ Use, or have available, a personal mobile phone while on duty
- ✗ Use, or have available, a personal tablet or laptop while on duty
- ✗ Engage in personal social media or messaging activity while on duty
- ✗ Be overloaded by electronic communications including internal and external VHF calls (including those for collision avoidance) – I will call my supervisor / Master for backup
- ✗ Allow myself to be distracted by repetitive alarms, risking alarm fatigue
- ✗ Be disrupted by non-essential activity such as visitors to the ship and to the bridge (or engine room), including colleagues, shore personnel, contractors, cargo and other representatives
- ✗ Read, or have available to read, newspapers, magazines or other leisure material while on duty or supervising onboard activities