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|  | <b>Berry Bros. General Contractors, Inc.<br/>Corporate Policy Procedure</b><br><br><b>(HSE) Health, Safety &amp; Environmental<br/>Policies and Procedures Manual</b> |                |
| Issue Date: 03-03-2011   |   | Section # 52   |
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| Approver: Joe Berry  |   | Revision: 1    |
| <b>MARINE TRANSPORTATION</b>   |   |                |

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**SUBPART A - PURPOSE / SCOPE**

There are several agencies and organizations within our industry that serve different purposes. Some agencies may regulate aspects of our industry while others simply recommend certain practices to ensure certain results. BBGCI makes every effort to comply with the USCG and Homeland Security regulations regarding Marine Transportation. All of these agencies and organizations do have one thing in common: to promote safe practices and overall well being within the oil and gas industries.

**SUBPART B - GENERAL REQUIREMENTS**

Only properly licensed personnel shall be authorized to captain and navigate marine vessels. All captains shall possess the proper license while operating the vessel.

**SUBPART C - TRANSPORTATION**

**Marine**

The captain of the vessel has full authority and is responsible for description of materials manifest, safe embarking & disembarking procedures including swing



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ropes and personnel baskets, loading procedures, use of Coast Guard approved PFD's seating arrangements, luggage, cargo, pollution control, smoking rules, etc.

When transporting any hazardous material, the captain is responsible to ensure that the material is properly identified, classified, named, packaged, marked, labeled, and manifested. If these requirements are not met the captain has the full authority to refuse transportation of the hazardous materials.

The captain has full authority to refuse passage to anyone he / she considers to be an unsafe passenger. In addition, the captain has the authority to mandate that seat belts be worn when available.

### **Helicopter**

The authority of a pilot parallels that authority of the captain of a ship. The pilot shall be in charge of the helicopter and will instruct his/her passengers in the event of an emergency condition. The pilot is also responsible for description of materials manifest & weighing procedures, safe embarking & disembarking procedures, use of approved life jackets, seating arrangements, seat belts, luggage and cargo, pollution prevention, rules of safe conduct in flight, emergency flight and landing procedures.

### **SUBPART D - PPE**

As required by law BBGCI will provide PFD's for employees and passengers' alike while on our vessels. If passengers do not have their own PFD one will be provide for their use. As such, the captain may refuse to allow persons that do not adhere to wearing a PFD while on board, boarding the vessel, or working / walking around the vessel.

### **SUBPART E - WATER SAFETY**

Berry Bros. General Contractors, Inc. requires that its employees be informed of the types of personal flotation devices:

- Type 1, Best for buoyancy
- Type V, Work Vest



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Do not jump into the water unless it is the only means of evacuation. When in the water, stay calm, stay in a group, conserve energy, conserve body heat and await assistance. In addition, remove any jewelry or shiny metal to help prevent unwanted attention from predator fish. (Sharks)

## **SUBPART F - MMS MARINE TRASH AND DEBRIS AWARENESS TRAINING**

All personnel must attend annual training on Marine Trash and Debris Awareness. The major element of this training consists of viewing the OOC video or slide show entitled, "All Washed Up: The Beach Litter Problem."

Certain items used in the Outer Continental Shelf (OCS) may damage fishing devices and as such shall be marked as follows:

- All loose materials, small tools and other objects shall be kept in a suitable storage area or a marked container when not in use.
- All cable, chain, or wire segments shall be recovered after use and securely stored until suitable disposal is accomplished.
- Skid-mounted equipment, portable containers, spools, reels, and drums shall be marked with the owner's name before use or transport over offshore waters.
- All markings must clearly identify the owner and must be durable enough to resist the effects of the environmental conditions to which they may be exposed.
- MMS PINC G-252 stipulates that the above markings cannot be made with the following: Chalk, grease pencil or crayon, parking pens, non-waterproof decals, or water based paints.

## **SUBPART G - RECORDKEEPING**

BBGCI will maintain all training records as required by law and will make available the records for review as needed or required by the client. Records will be kept at the corporate office and in some cases copies of the records will kept at the work site.



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Approved By: Joe Berry & Safety Committee

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