



## Green Hat Policy

- This Green Hat Policy is in place "To Identify and Support those who are unfamiliar with the vessel".
- Each new crewmember is given a reasonable time (min. 2 weeks) to become familiar with the vessel and operations of any equipment that he or she may be required to use.
- The new crewmember will wear a Green Hat during this period and be given training and orientation regarding the operational task he or she may be required to perform. The duration may be extended depending upon the individual's experience, knowledge and familiarization with work and emergency response procedures.
- The senior crew onboard the vessel and shore side staff shall monitor the ongoing program and assist wherever / whenever required.
- The company will ensure that sufficient green hats are provided for vessels and new starts. The master should send the crew list giving indication of Green Hat crewmember onboard whenever there is a crew change. It should be reflected in DPR.
- Induction training will start from day one. This will include :
  - ▶ Company rules & HSE policies (Ref: SMM - Section 1)
  - ▶ Vessels operation procedures (Ref: VOM)
  - ▶ Familiarization of Vessel (Form: AD-06)
  - ▶ Emergency response procedures (Ref: SCP)
  - ▶ Hazard Identification (Ref: RRM)

The records are to be maintained onboard and signed by the master and crewmember.

- All other crew & staff should cooperate, guide & assist the new crewmember wearing the green hat.
- After two weeks, an assessment will be carried out by the master. The form / checklist to be signed by Master, crew with Green Hat and will wear white hat thereafter.

A handwritten signature in black ink, appearing to be "M. Q.", is written over a horizontal line.

Executive Chairman & CEO

09/01/08

09 January 2008

