

MONTHLY SAFETY MESSAGE

SMS Section 10; Maintenance of the Ship and Equipment

SAFETY POLICY

The Company is a responsible employer, committed to providing a safe and healthy workplace for all employees.

SAFETY GOALS

- ZERO INJURIES
- ZERO ACCIDENTS
- ZERO POLLUTION

The safety of persons, vessels, and the environment shall be given the greatest consideration when making decisions or undertaking any operation. (See SMS Section 1)



24 HR Dispatcher
504-861-1303

Review Section 10 of the SMS manual with your crew.

After you complete the review with the crew, do the following:

- In Helm CONNECT, complete the “Safety Meeting Form (Weekly)” so that your review of Section 9 with the crew is documented properly.
- Submit any suggested changes to the SMS using the “SMS Change Request (TCR)” form located in Helm CONNECT. (Found here; ONBOARD – FORMS – LIBRARY)

“The Master is responsible for ensuring that onboard maintenance is completed as scheduled.”

“All vessel TASKS must be completed within 90 days, unless the TASK is “deferred” to the next shipyard visit or drydock.”

Sufficient critical stores and supplies must be kept onboard to service critical equipment, such as lube oil, filters, fuel, grease, etc. The Master is responsible for ensuring that the vessel carries a sufficient supply of critical stores for the service of the vessel and the voyage.

DID YA KNOW.. THAT LOCK OUT/TAG OUT IS REQUIRED TO BE USED WHEN SERVICING EQUIPMENT?

A lockout/tagout program protects workers from injury or death due to unintended start up or release of stored energy in equipment or tools while performing maintenance or repair. Further, it also serves to label defective or inoperative tools or machinery to protect workers from using the damaged or excessively worn tools or equipment.

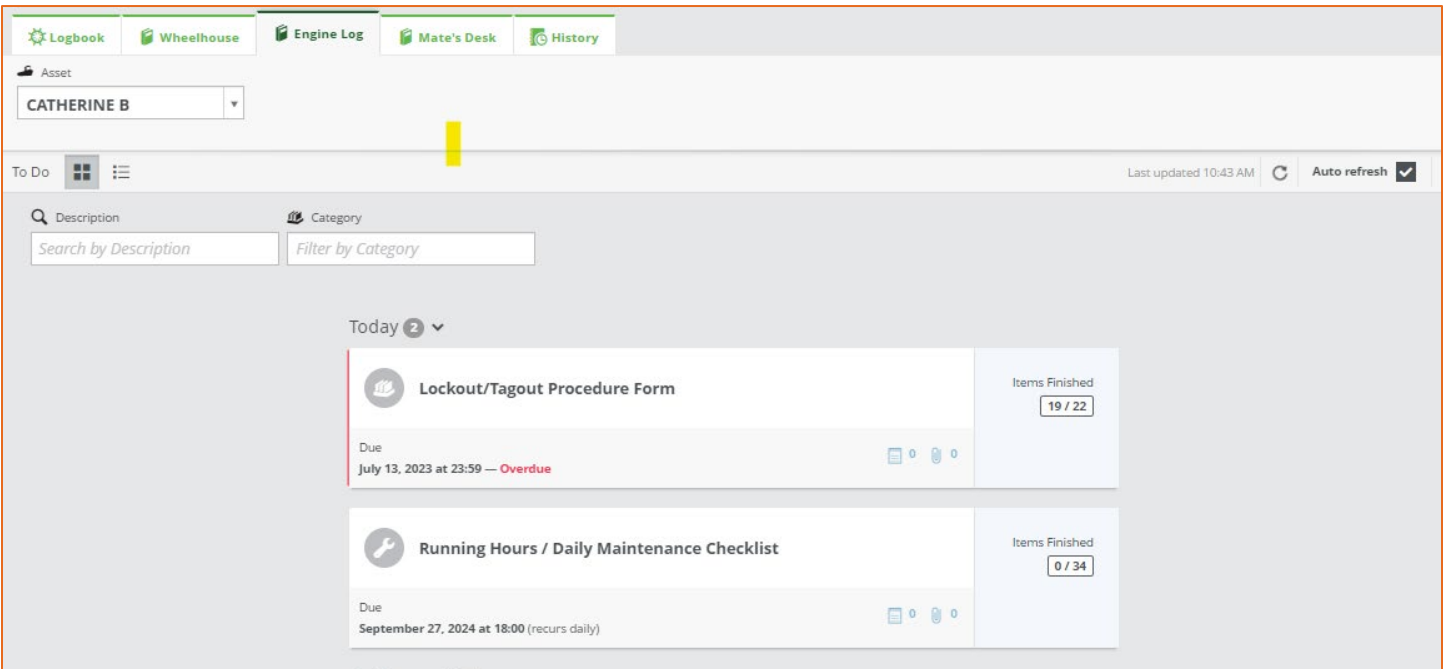
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When using the lockout/tagout system, you must also complete the LOTO form in Helm. Only complete sections 1-4 to install the LOTO device. As long as the LOTO device is installed, the form should remain open. This serves to warn other crew members that a LOTO device was installed and provides the particulars of the use of the device.

When the equipment has been repaired and the LOTO is ready to be removed, you will then completed sections 5 and 6 of the form in Helm.

The LOTO form in Helm is found by creating a new EVENT in Helm: (ONBOARD module – WHEELHOUSE tab – click the radio button “Log a new event”, at the top right of the screen, then completed the information in the required fields, then click “Log Event”. This creates a new entry in the LOG and tells Helm to load the LOTO form.



Then click on the “ENGINE LOG” tab at the top of screen; look in the “TODAY” section for the newly loaded LOTO form. Click on the form/record to open the form and being completing sections 1-4.

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THE PORT CAPTAIN'S MESSAGE

Returning a vessel to service after being out of service.

Captains, I know the last thing y'all want to hear is that there is another form in HELM but, fortunately there is, and this one was designed as a tool for the Captains.

We all know that it can be both difficult and frustrating to bring a boat back into service following a drydocking, repair, or just simply coming out of warm stack. We have heard your concerns and complaints and in response, we created a new checklist named, "Return to Service".

The new "return to service" checklist circles the process of bringing a vessel back into service, after the boat has been out of service for maintenance, shipyard visit, or whatever the reason. The new form provides our Captains with a "checklist" to ensure that all safety and operational checks and inspections are done prior to "accepting the boat" and making the decision to get underway. The process, as a whole, serves to promote confident informed decision making for our Captains.

This form must be completed anytime YOU are tasked with bringing a boat back into service after the boat has been out service and not crewed.

To access the form in Helm, you will need to create an EVENT; similar to a vessel incident form or lockout/tagout form. Helm will load the form in the WHEELHOUSE tab – TODAY section. The form must be completed before the boat enters service.

To assist you in accessing specific information from the SMS that supports this process, we used the "Linked Documents" capability. To access the SMS sections, simply click the "Linked Documents" at the top of the form.

Lastly, we appreciate your understanding and welcome your feedback.

If you have suggestions for changes, please complete the "SMS Change Request (TCR)" form in Helm. It is accessible from ONBOARD – FORMS – LIBRARY.

Have a safe watch and remember, safety is everyone's job!

E.N. Bisso & Son, Inc.
New Orleans, La.
Gulfport, Ms.
Canaveral, Fl.
Palm Beach, Fl.

International Safety Management (ISM)
**Safety Management System
Manual**

Revision 5.0 – Nov 1, 2023

ALL PRINTED COPIES OF THIS MANUAL IS CONSIDERED "UNCONTROLLED COPIES" AS THE PRINTED INFORMATION MAY NOT BE THE LATEST VERSION OF THE INFORMATION. FOR THE LATEST VERSION OF THE MANUAL, ALWAYS REFER TO THE ELECTRONIC COPY FOUND IN HELM CONNECT.

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THE COMPLIANCE CORNER

Good day to all! I hope this message finds you all in good health and good spirits!

First, a quick update on a few compliance changes:

We're still working on obtaining new COI's for E.N. Bisso & Son Towing boats. We've officially completed 7 thus far; 5 other cases pending issuance or inspection. We're making great progress on this project thanks to the ENB&S Towing crews and shoreside staff! Your help is greatly appreciated!

Our NS5 subscription ends 9/30/2024. All ENB&S Towing boats should be working in Helm CONNECT. This means completing all drills, inspections, safety meetings, etc. in Helm CONNECT. We continue to conduct weekly training sessions every Wednesday at 1330 CDT. We will continue the training until everyone is proficient in Helm. Kudos to all the Captains that have been joining in and offering valuable feedback! Thank you! Those contributions help us get better!

We are working to create one spill reporting process and one **NTVRP/SOPEP manual**. This project remains under construction with an expected completion date of Dec 1 or before. We'll keep everyone informed of our progress. **For the ENB&S Towing boats**, please continue to follow the notification process in your current NTVRP manual – contact Wit O'Briens in the event of a spill, then contact Steve Salles (QI) or Ron Waddell (A-QI), then contact your operations manager. I previously provided an emergency contact list to all the boats. This should be posted in the galley and the wheelhouse. Call if you have any questions.

A new **Vessel Security Plan** for the ENB&S Towing fleet has been created and is in the process of being submitted to CG for approval. When we get the approval, new VSP manuals will be distributed to each vessel and an e-copy will be put into Helm for your easy access. We will also conduct remedial training on the new VSP program when we roll out the new manuals.

SO, WHAT'S NEW?

Annual Office Audits

We completed the required annual office audit of our safety management system on 9/26/2024. We received ZERO non-conformities! The next step in the process is to conduct the annual internal management review where we will:

- discuss the results of the annual management audit,
- discuss all annual master's reviews of the SMS
- discuss all suggested changes to the SMS (TCR's),
- conduct a review the SMS manual as a whole,

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- discuss the data gathered from vessel audits and inspections, and
- discuss incident/accident trend analysis.

Once we complete the above process, we can then schedule the annual ISM DOC audit. This is the big office audit – ABS sends an auditor to audit our compliance with our processes against the ISM code. Record sampling is conducted of all TVR records (drills, safety meetings, LOTO forms, crew lists, work/rest hours, etc), incident/accident records, investigation reports, hiring processes, audit/inspection processes and records, and measurement processes.

DRILLS AND SAFETY MEETINGS

Hot topic! Starting October 1 – all drills will be put back on a timer. All drills will pop-up on the 1st of the month for each monthly drill, and on the first day of the month of the new quarter for all quarterly drills. Crew A and Crew B must do all drills. The drill must be done before the end of the month for monthly drills, and the end of the quarter for quarterly drills.



Safety meetings are required for each “calendar week”. The forms will be put back on a timer and will pop-up on each Monday for both Crew A and Crew B. You will have two safety meetings to do each hitch; one for each calendar week.

The above process ensures that everyone participates in all required drills and everyone participates in all safety meetings. We are getting far too many observations and non-conformities in audits regarding the drills or safety meeting topics. When crew members are interviewed following an audit non-conformity, some of the excuses point towards either pencil whipping inspections and forms or minimal coverage of a topic or drill to the point where a crew member isn't familiar with the topic or drill. This is not acceptable! Captains, please take time to conduct thorough discussions on safety topics and to conduct drills. Ask for feedback from crew members. Discuss misinformation and mistakes in a constructive environment. YOU are responsible to ensure that your crew is well trained on the SMS and in responding to emergency situations – this includes them knowing their duties and responsibilities. If you need help with this, please reach out. I'll provide whatever assistance you need to help you with this process.

Ron Waddell - Compliance Director

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TESTING SMOKE DETECTORS?

Smoke detectors in the living quarters are required to be checked monthly and documented on the Monthly Fire Fighting Equipment & Fire Detection Inspection form in Helm.

Change the batteries at least twice per year. NFPA suggests changing the batteries each time the daylight savings time clock changes – twice a year.

Minimize fire hazards onboard. Designate a smoking area on your vessel that is away from flammable materials or combustibles. Smoking or vaping is not allowed in bunkrooms.

Storage areas should be kept clean and neat at all times to avoid the accumulation of combustible and flammable materials.

2024 USCG COI INSPECTION SCHEDULE

The following USCG annual vessel inspections (aka – COI inspections) are coming due. There is an inspection guide in Helm CONNECT “DOCUMENTS” titled “*USCG Job Aid for COI*” that you may use as a guide to prepare you, the crew, and your boat for the inspection. The Compliance Director will contact the vessel Captain prior to scheduling the inspection with the USCG.



2024 USCG COI Inspection Schedule

Coming up next:

- Capt. Bud Bisso (NOLA)
- Atlas
- Freedom
- Hawk

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TRAINING – 2024

In House and Moxie Media CBTs

Our Compliance Coordinator schedules all In House training on various topics as well as monthly assignments for online courses.

All training is REQUIRED to be complete.

We are constantly reviewing and updating training records for all crew members in Helm. During a recent audit of those records, we discovered that there are still folks that have not completed the two courses below:

- **Emergency Execution of Emergency Procedures**
- **Marine In House Engineering Training (Basic)**

If for some reason, you were re-assigned these courses but you have completed it within the last 5 years, please reach out to Amy Kenney so she can correct any discrepancies.



October 2024 Training Topics

- The Annual Health & Safety Plan (SMS Manual, Section 2) was pushed back to the storms. The training will be held at the New Orleans fleet office on October 15, 16 & 17 and 22, 23 & 24. A MS Teams call will be available each day for those who cannot attend in person. This training is mandatory – everyone must participate!
- First Aid/CPR/AED training will be scheduled in house for those who have not taken or need to renew. Locations for hands on training have been assigned to New Orleans, Mobile, Tampa and Port Ev. If you are interested in taking a class, please contact the Compliance department.



Moxie Media Training

Access to Moxie Media's website can be obtained by logging into the following link:

<https://www.moxielms.com/moxie/moxielmsindex.html>

Your log in credentials were originally set as follows:

Username: Your EN Bisso email address (Ex: John Doe would be jdoe@enbisso.com)

Password: moxie (this can be changed once you have logged into your account)

Please check your moxie media account to ensure that you are up to date on all training assigned to you.

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PIC Fueling

If you are a mate/wheelman/master/captain or engineer and you have not yet completed the PIC training, please contact Amy Kenney. We will enroll you for online CBT training with Moxie Media. You can complete the class online and send in the certificate of completion for credit.

The ENB & S Inc- PIC list was last updated 28 February 2024 and is in Helm - DOCUMENTS.

The ENB & S Towing Inc – PIC list was last updated 18 Sep 2024 and is in Helm – DOCUMENTS.



TWIC Renewal

You can renew your TWIC online without having to go into a TWIC office.

Use the link below for more information:

<https://www.tsa.gov/news/press/releases/2022/08/10/tsa-launches-new-online-transportation-worker-identification>

Please note that **if your TWIC is already expired** you may have to visit a TWIC office which is time-consuming and could take longer for you to receive your new credential.



TWIC renewals have been running longer than 45 days. It is suggested that you start the renewal process at least 90 days before your card expires.

LICENSES AND CREDENTIALS

We are continuously updating licenses and credentials in Helm CONNECT for all personnel. Any expired information must be updated. Send updated copies to licensing@enbisso.com.

Missing or expired documents, such as MMC, TWIC, Medical Cards, USCG license, or driver's license must be updated ASAP.

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Masters – Please check physical credentials for all crew regularly and report crew members with expired credentials or no credentials to the Compliance Department and/or Port Captain so we can assist in getting the license/credential updated. If you have questions or need assistance, please contact the Compliance Department.

Required documents –

- TWIC,
- Valid ID (driver’s license or state issued ID card),
- MMC, (and radar endorsement if you are an operator)
- FCC license, and
- Medical Cards

LICENSING ASSISTANCE / COPIES OF LICENSES AND CREDENTIALS

For all licensing issues, requests for service letters, submission of newly issued training/licensing certificates and any other related documentation, send requests or copies to licensing@enbisso.com.

The Compliance department is a resource for all E. N. Bisso mariners. We can assist in reviewing and filing applications.

PLEASE NOTE: We are NOT responsible for your credentials. It is your responsibility to ensure that your credentials are current and valid. **If your Medical is EXPIRED, your MMC is NOT VALID.** These two credentials work in tandem. We highly recommended that you start the renewal process for both MMC and Medical as early as 180 days prior to expiration to avoid any unforeseen delays that would cause your credentials to expire before the renewal can be issued.

FCC LICENSES

If you have an Operator’s License and do not have an FCC license, please apply for it immediately to prevent future violations. You will need, at a minimum, a “Restricted Radio Operators Permit”. To obtain this license you must first register with the FCC. Following the links below IN ORDER will allow you to get through the process easily:

1. <https://apps2.fcc.gov/fccUserReg/pages/createAccount.htm>
2. <https://wireless2.fcc.gov/UlsEntry/licManager/login.jsp>
3. <https://wireless2.fcc.gov/UlsApp/UlsSearch/searchLicense.jsp>

If you have any questions or need assistance, please contact the Compliance Department.

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*** MEDICAL CREDENTIAL ALERT ***

The National Maritime Center (NMC) is currently experiencing a backlog of medical certificate applications. The NMC recommends you submit your application 90 days in advance of your current medical certificate's expiration. HOWEVER, of late, it has been taking some mariners longer than 120 days to get their medicals renewed

When submitting copies of driver's licenses and TWIC cards, please send PDF copies of the front and back. For MMC credentials, we need the first page with the photo ID and all other pages that contain information. When sending copies of medical cards, please unfold the card so we can see any restrictions.

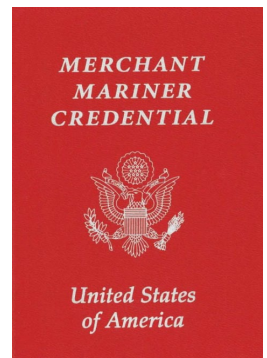
All copies should be in PDF format, clear and easily readable. If not, you will be asked to provide another copy.

MERCHANT MARINER CREDENTIALS – ARE REQUIRED FOR ALL PERSONNEL

Company policy states that ALL VESSEL CREW MEMBERS must hold a valid MMC. If you do not have a valid MMC, you need to start the application process.

The Compliance Department can assist you in getting your MMC if you don't have one, OR Google it – there is tons of information available to assist you in the process.

The National Maritime Center (NMC) has established a centralized e-mail inbox for the submission of certain merchant mariner credential (MMC) applications to streamline the MMC application submission process and better manage the receipt and initial processing of incoming MMC applications.



The NMC is centralizing the submission of all MMC applications. The preferred method of application submission is e-mail. If you are applying for anything other than a Local Limited, Restricted, or First Class Pilot credential, please e-mail your application to MMCApplications@uscg.mil.

Regional exam centers (RECs) will continue to receive and process MMC applications for Local Limited, Restricted, and First-Class Pilot MMCs.

Please use the link below if you chose to start the application process on your own:

https://www.dco.uscg.mil/national_maritime_center/

Please note, all wheelhouse licenses require valid radar certifications and FCC licenses.

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CHICKEN & ANDOUILLE GUMBO

INGREDIENTS

2 cups canola oil
2 cups all-purpose flour
3 cloves garlic, minced
3 stalks celery, diced
1 small green bell pepper, diced
1 small red bell pepper, diced
2 medium yellow onions, diced
Kosher salt, to taste
2 teaspoons freshly ground black pepper
1 tablespoon Creole seasoning
4 quarts chicken stock
2 pounds bone-in chicken thighs
2 bone-in chicken breasts
1 pound andouille, halved and sliced
2 teaspoons gumbo file powder
1 bunch green onions, chopped, tops only, for garnish
1 bunch parsley, chopped, for garnish
Cooked white rice, for serving

DIRECTIONS

Heat canola oil in 8-quart Dutch oven until it begins to shimmer. Gradually stir in the flour. Reduce heat to medium-low to make roux. Cook, stirring constantly, until roux is chocolate in color, about 35-40 minutes.

Add garlic, celery, green and red bell peppers, and onion; cook, stirring constantly and scraping the pan bottom well, until vegetables are soft, 10-12 minutes. Add salt, black pepper and Creole seasoning. Add stock. Reduce heat to medium-low; cook, stirring occasionally, until slightly thickened, about 30 minutes.

Add chicken; cook until chicken is falling off the bone, about 1 hour.

Add andouille to the pot, stirring well to incorporate. Return to a boil briefly. Using tongs, transfer chicken to a cutting board and let cool slightly; pull meat apart with a fork, discarding skin and bones, and return to pot. Stir in file powder; cook 15 minutes. Add chopped green onions and parsley at the very end. Serve with rice or potato salad.