



# Maritec Tanker Management Pvt Ltd

5<sup>th</sup> floor, G wing, Unit no 501, Lotus Corporate Park, 185/A, Graham Firth Compound,  
Goregaon (East), Mumbai – 400063. India. Phone- +91-22-6863 1800; Email:[qhse@maritectankers.com](mailto:qhse@maritectankers.com)

## **GENERAL CIRCULAR**

**11/2023**

**Date: 08<sup>th</sup> Nov 2023**

To: Fleet

### **SUBJECT: PPE - Boiler suits + Safety shoes + Linen**

During the last few ship visits, It was brought to our attention that our crew members were issued with only 02 boiler suits at the time of joining and also they were issued only 1 set of linen+bedsheets+towel. Let us remind all of you of the company policy for these items:

1. Each crew member will be issued with 3 sets of boiler suits, In case if they are issued only 02 boiler suits then the Master must issue one boiler suit from the ship's stock without any charges and details must be entered in the monthly PPE report. If a crew member is asking for additional boiler suits over and above 03 pieces then the same must be charged with a rate of 8-9 USD/boiler suits, Details for cost of each boiler suits must have been shared with the vessel by our Purchase team, if you don't have one then kindly coordinate with Purchase Team.
2. Each crew member must be issued with 02 sets of linen+bedsheets+towel, Master must verify the availability of these items with each crew member at the time of cabin inspection.
3. Master must maintain a sufficient stock of boiler suits and cabin stores all the time, Failure to do so will give rise to further investigation from the office.
4. It is the responsibility of Master to maintain the proper health and hygiene onboard, so kindly comply with the above instructions without fail.
5. Send the Monthly record of PPE stocks to Crewing+Purchase+Technical Team & raise the request well in advance for the items that are running low in stock.

In case you find any difficulties in complying with the above instructions then kindly feel free to contact the undersigned.

Kindly confirm your understanding and ensure compliance, Thanks.

**From,**

**QHSE Team**

**Maritec Tanker Management Pvt Ltd.**