



# Maritec Tanker Management Pvt Ltd

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## **GENERAL CIRCULAR**

**02/2024**

**Date: 1<sup>st</sup> Jan 2024**

### **SUBJECT: Recognition and Reward for Outstanding HSSE Performance.**

This circular has been issued with the purpose of improving the Safety Culture Onboard and also to engage our seafarers to actively participate in the safety reporting programs implemented by the company,

We have introduced a safety award system, under which the Master will have to nominate the name of 'ONE' crew member as the "Safety Champion" for the month. The Identified Safety Champion from each fleet vessel will be rewarded with 100 USD cash & awarded a certificate of "Safety Champion" from the office.

The parameters for designating any staff as the "Safety Champion" for that month will be analyzed under the following criteria:

1. Active participation in Shipboard drills and Safety Training programs.
2. Active participation in reporting unsafe Acts, Unsafe conditions & Near Misses in that particular month. The Quality of the submitted reports will be reviewed and analyzed by the office.
3. Has shown signs of active participation in issuing STOP cards for any unsafe act identified at the workplace, Details need to be provided.
4. Has shown active participation in performing best practices which should be over and above the routine jobs and duties, Examples of best practices to be mentioned while proposing the name of the Safety Champion.
5. Has put some extra effort in identifying hazards at the workplace (Refer Unsafe condition report) and appropriate measures are implemented by him/her. Details to be furnished by vessel.

Master must submit the name of Safety Champion to office while submitting the Safety meeting minutes report. Details of Safety Champion to be provided in a separate file containing his/her Name, Rank, Date of joining, Name of vessel, the Master needs to provide the details for all the above five points enabling office to review the data for finalizing the proposed name. After receiving confirmation from office regarding nominated safety Champion, Master is instructed to make the payment of 100 USD to him/her and get his signature on the payment sheet and deduct the amount from Master's Cash, and share the payment details with QHSE/Crewing dept.

Discuss this circular with all the staff and post one copy on notice board.

This circular will be effective since 01<sup>st</sup> Jan 2024.-----

**MTMPL - QHSE TEAM**