



SAFETY MANAGEMENT MANUAL

6.4 SMALL BOAT QUALIFICATIONS

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1. Purpose

It is recognized that each of the vessels operated by Woods Hole Oceanographic is arranged differently and the small boat operations on each vessel are slightly different. To accommodate these differences, this procedure has been developed to provide standardization for the qualifications of small boat operators to be established on each vessel.

The purpose of this procedure is to set forth the requirements for each vessel to establish a system for qualifying small boat operators and documenting that qualification.

2. Responsibility

It is the responsibility of the Master of the vessel to establish the criteria used to qualify individuals to operate the small boats located on that vessel.

In establishing this qualification program, the Master may delegate the conduct of the program to others under his command. Such delegation does not relieve the Master of the responsibility to insure that each individual is qualified when operating a small boat.

3. General

This document is intended to extend to the Masters of each vessel the opportunity to develop standards for operating the small boats on their vessel. Each vessel operates differently; however, in general setting forth the requirements and document the completion of the qualification process is common to all vessels.

A small boat operator qualification program should include most of the following elements:

- Hierarchy for authority
- Pre-operation checks
- Guidelines to be followed while operating
- Criteria for qualification, and
- Recording

4. Reporting

The qualification program shall be drafted and included for publication in the Safety Management System. The procedures to follow to effect such publication shall be as set forth in the Documents section of this system.