



An Association of Professional Maritime Corporations

American Maritime Modernization Association, Inc.

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Subject: AMMA Safety Committee Monthly Meeting held @ 1:00 pm on Wednesday, 19 February, 2014. Meeting called to order at 1:00 pm.

Location: QED Systems, Inc., 4646 N. Witchduck Road, Virginia Beach, VA 23455

A. Opening Administrative Remarks and Attendee Introductions:

Wally Finn	Epsilon Systems
Otto Hylton	AMSEC
Olisa Moyer	URS
Jolean Halford	QED
Tom Craddock	Delphinus
Shawn Chausee	Phoenix Group

B. Old Business:

- 15 January, 2014 Meeting Minutes were reviewed and approved.

C. Topics for Discussion

- February 12, 2014 OSHA-VSRA Partnership Meeting Highlights.

- Safety Orientation vs Mandatory Compliance training discussed. Minimum requirements for OSHA 10 Hour Maritime should not be substituted for mandatory OSHA compliance training for those topics. OSHA 10 Hour is intended for awareness training only.
- What constitutes a First Responder in OSHA's eyes. Companies are required to have a qualified first aid and CPR person at each worksite. If you are using the host facility there must be written agreement between the parties.
- Emphasis on new programs, Heat/Cold stress and Temporary labor training.
- NFPA 51B Standard for Fire Prevention During Welding, Cutting and Other Hot Work, 2014 edition, reference in NSSI 009-07. Requires Permit Authorizing Individual (PAI), must inspect each site prior to hotwork starting. Also covered NFPA 312 Standard for Fire Protection of Vessels During Construction, Conversion, Repair and Layup, 2011 edition.
- Covered end of year safety training statistical information and OSHA 300A reporting.
- Discussed having a May 14th CEO luncheon for the next meeting.

- vii. Visit OSHA Tool Bag on OSHA's website for new Directives.
 - viii. Angelo Costa announced his retirement effective as of April of this year. His replacement will likely be from another area, not necessarily from a Maritime industry background.
- BAE new hotwork requirements, new production policy for employees and subcontractors, Permit Authorizing Individual (PAI).
 - Guest Speaker future meeting topics
 - i. Shop Equipment Wiring – Eric Strickland volunteered to provide short presentation for this topic, now scheduled for March meeting
 - ii. OSHA Safety Training Requirements – Otto Hylton volunteered to provide short presentation for this topic, now scheduled for April meeting
 - iii. Machine Guarding
 - iv. VOC Reporting Requirements
 - v. Temporary Workers
 - vi. Shipboard Electrical Safety and NES 300 changes
 - vii. Safety pier side requirements, especially submarines

D. New Business

- FY14 Standard Item Review. Committee reviewed 009-11, 009-24 and 009-35. No recommended changes at this time.

E. Open Discussion: Input from members attending

- Lessons Learned
 - i. Discussed NSSI 009-74 immediate verbal reporting requirements.
 - ii. Discussed the NSSI009-74 requirement to report a formal written report (Attachment A) of injuries requiring medical treatment, confusion concerning definition of medical treatment within 24 hours. OSHA regulation includes first aid as a medical treatment but does not require first aid cases to be recorded. Since first aid is considered medical treatment, any injury, even cases determined to be OSHA non recordable that are sent to an Occupational Medical provider could be considered reportable for NSSI009-74.
 - iii. Hazardous energy sources such as transfer hoses should not be tied off to portable ladders.
 - iv. Connections of hoses that have cam-lock type devices should have ears secured (with tie wraps or other suitable method) to prevent disconnection during pumping.

- v. Talked about situational awareness for change in surroundings safe first look, leave and come back surroundings change to an unsafe condition.
- vi. Speaking up, not just standing there thinking something is unsafe but not saying anything about it.
- Recent Injuries/Illnesses:
 - i. Employee injured during a pumping evolution, hose was tied off to portable ladder over container, pump was energized causing hose to surge knocking over the ladder causing employee to fall.
 - ii. A new employee received an eye injury (treated with first aid flushing) when a hose connection that was not properly secured blew off splashing chemicals in their eyes.
 - iii. Employee injured when a deck plate was removed by ships force and area not secured. Employee backed into the opening while following cable run in overhead. This condition was not present earlier that shift.

Next Regular Meeting: The next safety committee meeting will be held on **Wednesday, March 19, 2014** at 1:00 pm at QED Systems, Inc., 4646 N. Witchduck Road, Virginia Beach, VA 23455.

Meeting adjourned at 2:15 pm.

Minutes respectfully submitted by Wally Finn, Chairman, AMMA Safety Committee