

COVID-19 Notice of Travel Form for Essential Service

Following the Prime Minister's announcement our offices and workshops are closed to the general public, onboard repairs and installation is only available for commercial vessels used in essential services by prior arrangement.

Please fill in the details below to allow our engineers to arrive at your vessel with as little disruption on route.

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| COMPANY NAME: | |
| COMPANY ADDRESS: | |
| CONTACT NUMBER: | |
| NATURE OF BUSINESS: <i>Movement of cargo etc...</i> | |
| VESSEL NAME: | |
| VESSEL LOCATION <i>Port, Marina etc...</i> | |
| REPORTED FAULT: | |

NAME:.....

JOB TITLE:.....

SIGNATURE:.....

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Please observe the 2m distance rule to protect our engineers and your crew

We will continue to monitor the latest guidelines from both the UK government and healthcare experts to maintain as close to a normal service as possible, whilst also keeping everyone as safe as possible. We would like to thank you for your continued support during this time

Additional Procedures

- Where possible, one hour before the engineer is due to arrive, non-essential crew should remain clear of the designated route from the entrance point (i.e. ladder, stairs etc..) to the wheelhouse or place of work, especially where the route is within enclosed spaces.
- Where possible the area should remain well ventilated via the opening of external doors or windows.
- Crew member/s assigned to escort the engineer from the entrance point to the place of work must wear suitable PPE.
- Where possible, the route from the entrance to the place of work should be via open deck, as opposed to within enclosed spaces.
- The place of work should be cleared of all crew not essential to the place of work preferably the area should be clear of all crew if they are not required.
- Unless necessary for the safety of the engineer, crew or vessel (i.e. during the embarkation and disembarkation). The engineer and crew should remain at least 2m apart.