

FLOATEL TRIUMPH
Crew Training Program -
Taiwan
本國籍船員培訓大綱

Date:
12/10/2021

Purpose 目的

The vessel, FLOATEL TRIUMPH, is a highly specialized accommodation and construction support vessel designed for accommodation and construction support operations in close proximity to other platforms, and is equipped with a fully redundant DPS-3 positioning system. The vessel is designed to meet the most demanding regulatory requirements for operating in the harshest environmental conditions in the world.

Two deck cranes are installed on main deck. One at port side with capacity 120 MT with a boom length of 45,8 meters and one at starboard side with capacity of 64 MT. Access to/from an adjacent Installation is by a hydraulic telescopic gangway, 38 m +/- 7.5 m extension, at the forward end of the vessel allowing for a Walk-to-Work solution.

There is currently a shortage of trained and experienced Taiwanese maritime seafarers available to operate and man such highly specialised semi-submersible vessel as the Floatel Triumph in a safe and efficient manner. As a result, this Crew Training Program – Taiwan has been established to outline the plan to build local experience and familiarize Taiwanese seafarers to such vessels as the Floatel Triumph and the duties onboard. By following the training program participants will be trained and gain necessary experience to fill positions onboard vessels as the Floatel Triumph going forward.

FLOATEL TRIUMPH 是一艘高度專業化的住宿和協助施工之船隻，專為接近其他平台的住宿和支援施工作業而設計，並配備完整的 DPS-3 定位系統。該船旨在滿足最嚴謹的監管要求，能夠在世界上最惡劣的環境條件下運行。

兩台甲板起重機安裝於主甲板上，位於左舷的起重機，起重能力為 120 公噸，吊臂長度為 45.8 米，另一台起重機位於右舷，起重能力為 64 噸。由位於船舶的前端的液壓伸縮式舷梯（38 m +/- 7.5 m）出入相鄰之裝置，允許步行至工作之解決方案。

目前缺乏訓練有素且經驗豐富的臺灣海員，能夠安全有效地操作和操縱如 Floatel Triumph 這樣高度專業化的半潛式船隻。因此，此船員培訓計劃，旨在概述及建立在地經驗並使台灣海員熟悉 Floatel Triumph 同類型的船隻和船上職責之計劃。通過遵循此培訓計劃，參與者將接受培訓並獲得必要的經驗，以便隨著 Floatel Triumph 的前進而填補船上的職位。

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- ❖ **Type of vessel 船舶類型** : Offshore Support Vessel 離岸支援船
- ❖ **Name of vessel 船舶名稱** : Floatel Triumph (IMO no.: 9707766)



Vessel Specification 船舶規格 :

PARTICULARS

Rig type	Semi Submersible Accommodation Vessel
Design	Keppel FELS SSAU 5000NG
Builder	KeppelFELS Shipyard, Singapore
Flag	Bermuda
Delivery	September 2016

DIMENSIONS

Length over all	125 m
Breadth over all	80 m
Length of pontoon	98.2 m
Breadth outside pontoons	53.7 m
Main deck height above base line	25.3 m

OPERATING CONDITIONS

	Transit	Operation	Survival
Draft excl thrusters	7.5 m	16.8 m	11.6 m
Draft incl thrusters	12.7 m	22.0 m	16.8 m
Displacement	20 860 Mt	29 403 Mt	24 936 Mt
Air Gap		7.0 m	12.2 m

LIFESAVING

Lifeboats	10 * 100 pax davit launched lifeboats.
Life rafts	24 * 21 pax inflatable life rafts accessed via four chutes.
MOB boat	Davit launched self-righting boat, max speed 25 knots with 6 persons on board.

GANGWAY

Hydraulic Gangway, length 38.0 m with a telescopic action of +/- 7.5 m allowing the vessel to remain connected in severe weather.

UTILITIES OVER GANGWAY

Utility piping available for transfer of compressed air, sea water, diesel, fresh water, as well as IT and safety communication to the Client installation via the gangway.

HELICOPTER DECK

The helicopter deck complies with ABS rules and CAP 437 requirements:

Helicopter deck diameter	28.8 m
Maximum allowed landing weight	15.6 Mt

CONSTRUCTION SUPPORT

Two electro-hydraulic deck cranes, located port side forward and starboard side midships, with the following onboard lifting capacities:

Port Crane Main Hoist:	120 Mt lifting capacity at 20 m radius.
	45 Mt lifting capacity at 46 m radius.
Starboard Crane Main Hoist:	64 Mt lifting capacity at 14 m radius.
	21 Mt lifting capacity at 46 m radius.
Auxiliary Hoist (both Cranes):	15 Mt lifting capacity at 51 m radius.

A workshop for mechanical work (61 m²) as well as a warehouse with shelving (100 m²) are arranged on Upper Deck level, available for Client use.

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Minimum Safe Manning Document

Certificate Number 1285
Ship Name Floatel Triumph
IMO 9707768



GOVERNMENT OF BERMUDA
Bermuda Shipping and Maritime Authority

MINIMUM SAFE MANNING DOCUMENT

Issued under the provisions of regulation V/14 of the INTERNATIONAL CONVENTION
FOR THE SAFETY OF LIFE AT SEA, 1974, as amended

Under the authority of the Government of Bermuda
by the Bermuda Shipping and Maritime Authority*

Particulars of the ship

Name of the ship	Floatel Triumph
IMO number	9707766
Distinctive number or letters	ZCEM8
Port of registry	Hamilton
Type of ship	Mobile Offshore Drilling Unit
Gross tonnage (ITC 69)	27211
Main Propulsion Power(kW)	23400
Unmanned machinery space	Y
Operating company	Floatel International AB
Trading area or restrictions	Unlimited, >99 POB to Max 500 POB

The ship named in this document is considered to be safely manned if, when it proceeds to sea, it carries not less than the number and grades / capacities or personnel specified in the tables overleaf.

Issued at: Hamilton, Bermuda

Date of issue: 30th June 2017

Date of Expiry: 31st January 2024



Signature of the duly authorized official
Issuing the certificate

N Gale

Name of authorized official

*This certificate is issued by or on behalf of the Government of Bermuda under the responsibility of the United Kingdom as flag state under the Convention.

ROSF.330 (Rev 06/17)

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MINIMUM SAFE MANNING REQUIREMENTS

Grade/Capacity	Certificate (STCW reg.)	Number of Persons	Notes
Master	II/2	1	
Master < 500 GT	II/3	-	
Chief Mate	II/2	1	
Officer in charge of a navigational watch	II/1	3	
Officer in charge of a navigational watch <500GT	II/3	-	
Chief Engineer >3000kW	III/2	1	
Chief Engineer 750/3000 kW	III/3	-	
Second Engineer	III/2	1	
Second Engineer 750/3000 kW	III/3	-	
Officer in charge of an engineering watch	III/1	2	
Cargo Engineer	-	-	
Electro-Technical Officer	III/6	2	
Navigational watch rating	II/4	3	
AB Deck	II/5	2	
Engineering watch rating	III/4	4	
AB Engine	III/5	-	
Cook		1	
Doctor		1	
Electro-Technical Rating	III/7	-	
Passenger muster station personnel		-	
Stairway Guides		-	
Persons in charge of survival craft additional to certified officers.		-	
		-	
Total Number of Seafarers		22	

Note:

- In the case of Tankers, Ro-Ro Passenger Ships and Passenger Ships, officers and crew members who are required by STCW Chapter V, Section A-V/1, Section A-V/1-1, Section A-V/1-2 and A-V/2 respectively, to have received additional training appropriate to those ship types shall have 'Certificates of Proficiency' confirming that they have received that training, and hold the relevant endorsement on the Bermuda STCW Endorsement to that effect.
- Medical care on board: In any ship in which no doctor is carried the ship owner shall ensure that there is at least one (1) seafarer on board, who may be the Master, who is nominated to be in charge of medical care and the administration of medicines and who is qualified in accordance with the STCW Code Section A-VI/4 for persons designated to take charge of medical care on board ships.
- In accordance with the Merchant Shipping (Manning of Ships) regulations 2011 this vessel may sail with one (1) crew member less than that specified in this document for a maximum period of twenty one (21) days whenever a seafarer is unable to sail for reasons allowed in the regulations and cannot be replaced before the ship sails, with the exceptions that there must always be one (1) Master and one (1) Chief Engineer on board whenever the ships sails.
- In taking advantage of this allowance the Master shall inform the Bermuda Shipping and Maritime Authority as soon as possible and shall ensure that the number of watchkeeping personnel is always sufficient to ensure that the ship is able to maintain effective watches while taking account of the hours of rest requirements.

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Positions Required 需求職位

- DP Operator (DPO) Cadet x 1 動態定位操作員培訓船員一名
- Able Bodied Seaman (ABS) Cadet x 3 幹練水手培訓船員三名
- Third Engineer (TEN) Cadet x 1 三等管輪培訓船員一名
- Motorman (MTM) Cadet x 1 機匠長培訓船員一名
- Medic (MED) Cadet x 1 醫療人員培訓船員一名
- Radio Administrator (RAA) Cadet x 1 無線電子員培訓船員一名

Project Duration 專案期程

90 days firm commencing early December 2021 with options of 4 x 14 days pending Client's discretion.

自 2021 年 12 月上旬開始確認為 90 天，待客戶自行決定 4 x 14 天的選擇權。

Reason for not being Able to Employ Taiwanese Marine Crew. 無法僱用本國籍船員之原因

There are no local applicants applying for the vacant positions listed above for a highly specialized DP3 vessel such as Floatel Triumph. It has not been possible to secure suitable candidates with relevant experience to man Floatel Triumph. Competent marine crew is essential, especially when operating inside the 500m safety zone of the Offshore Wind Farm and adjacent to the fixed Offshore Substations as the Floatel Triumph will do during the majority of the project. Bridge team ensures stationkeeping when on DP3 to withstand currents, waves and wind and the engine department guarantees reliable system functions. Team on deck are crucial for the advanced lifting operations, blind lifts are to be conducted of key equipment from the Floatel Triumph deck to the Offshore Substations during the challenging conditions at sea.

無本國籍應徵者應徵上述 Floatel Triumph 等高度專業化的 DP3 船舶之職位，因此未能找到具有相關經驗的合適人選來操作及管理 Floatel Triumph。稱職的海員是必不可少的，尤其是在海上風電場的 500m 安全區內和固定海上變電站附近作業時，因 Floatel Triumph 的項目大部分時間在以上區域工作。橋樑團隊確保在 DP3 上保持站位以承受電流、波浪和風，而發動機部門則保證可靠的系統功能。甲板上的團隊對於事先的起重作業至關重要，而在充滿挑戰的海上條件下，將以關鍵設備從 Floatel Triumph 甲板盲舉至海上變電站。

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Minimum qualification for Cadets 培訓船員資格條件

- STCW Certificates with proof of Tertiary education in maritime studies – Deck or Engine when needed.
擁有海事研究中的高等證明之 STCW 證書（如有需要，須包含甲板或發動機）
 - DP operator (DPO) – Certificate of competency STCW A-II/1 or higher, DP Unlimited certificate, STCW IV/2 GMDSS/GOC certificate, STCW A-VI/1-4 Certificate of proficiency for Basic Safety, STCW A-VI/6.6-8 Certificate of proficiency for Designated security duties, STCW VI/2.1 Certificate of proficiency for Survival craft and rescue boats, STCW VI/3.1 Certificate of proficiency for Advanced fire fighting
動力定位操作員（DPO）：STCW A-II/1 或更高級別的能力證書、DP Unlimited 證書、STCW IV/2 GMDSS/GOC 證書、STCW A-VI/1-4 基本安全熟練程度證書、STCW A- VI/6.6-8 指定保安職責熟練證書，STCW VI/2.1 救生艇筏和救助艇熟練證書，STCW VI/3.1 高級消防熟練證書
 - Third Engineer (TEN) – Certificate of competency STCW A-III/1 or higher, STCW A-VI/1-4 Certificate of proficiency for Basic Safety, STCW A-VI/6.6-8 Certificate of proficiency for Designated security duties, STCW VI/2.1 Certificate of proficiency for Survival craft and rescue boats, STCW VI/3.1 Certificate of proficiency for Advanced fire fighting
三管輪（TEN）：STCW A-III/1 或更高級別的能力證書，STCW A-VI/1-4 基本安全能力證書，STCW A-VI/6.6-8 指定安全職責能力證書，STCW VI/2.1 能力證書對於救生艇筏和救助艇，STCW VI/3.1 高級消防熟練證書
 - Radio Operator (RAA)– Certificate of competency STCW A-II/1 or higher, GMDSS/GOC STCW IV/2, STCW A-VI/1-4 Certificate of proficiency for Basic Safety, STCW A-VI/6.6-8 Certificate of proficiency for Designated security duties, STCW VI/2.1 Certificate of proficiency for Survival craft and rescue boats, STCW VI/3.1 Certificate of proficiency for Advanced fire fighting
無線電子員（RAA）：STCW A-II/1 或更高能力證書、GMDSS/GOC STCW IV/2、STCW A-VI/1-4 基本安全熟練證書、STCW A-VI/6.6-8 指定安全職責熟練證書、STCW VI/2.1 救生艇筏和救助艇熟練證書，STCW VI/3.1 高級消防熟練證書
 - Able Bodied Seaman (ABS) – Certificate of competency STCW II/5, STCW A-VI/1-4 Certificate of proficiency for Basic Safety, STCW A-VI/6.6-8 Certificate of proficiency for Designated security duties, STCW VI/2.1 Certificate of proficiency for Survival craft and rescue boats
幹練水手（ABS）：適任證書 STCW II/5、STCW A-VI/1-4 基本安全熟練證書、STCW A-VI/6.6-8 指定保安職責熟練證書、STCW VI/2.1 救生艇筏熟練證書和救助艇
 - Motorman (MTM) – Certificate of competency STCW III/5, Certificate of proficiency for Basic Safety, STCW A-VI/6.6-8 Certificate of proficiency for Designated security duties, STCW VI/2.1 Certificate of proficiency for Survival craft and rescue boats
機匠長（MTM）：適任證書 STCW III/5、基本安全熟練證書、STCW A-VI/6.6-8 指定保安職責熟練證書、STCW VI/2.1 救生艇筏和救助艇熟練證書

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- Medic (MED) - A license to practice medicine in the area with at least 3 years of experience in trauma management. Has a valid IVT certificate and passed the following trainings: BLS training, ACLS training and PHTLS.
醫療人員 (MED)：具有至少 3 年創傷管理經驗的在該地區行醫的執照。擁有有效的 IVT 證書並通過以下培訓：BLS 培訓、ACLS 培訓和 PHTLS
- As most of the crew members on board are foreign nationals, fluent English communication skills are required, MARLIN tests to be carried out with score of 75% or higher.
由於船上大部分船員為外籍人士，需要流利的英語溝通能力，MARLIN 考試成績需達到 75% 以上。
- Health examination approval certificate for offshore work Medical (OGUK / STCW medical)
離岸工作健康體檢批准之證書 (OGUK / STCW 醫療)
- Escape training for maritime operators (OPITO BOSIET / FOET)
海上操作員的逃生訓練 (OPITO BOSIET / FOET)

Crew Agreements 船員合約

- The local crew whom have passed the recruitment process will be offered to sign an MLC contract with Floatel International's appointed manning agent covering such as but not limited to; insurance, pension and wage.
通過招聘程序的當地船員將被提供與 Floatel International 指定的人員代理簽訂 MLC 為基礎的聘僱合約，包括但不限於保險、養老金和工資。
- MLC approved accommodation and meals will be provided at no additional charge to the crew by Floatel International.
Floatel International 將免費向船員提供 MLC 批准的住宿和膳食。

Other 其他

- Cadets will be offered training opportunities when onboard Floatel Triumph, however it is the individual's own responsibility to actively participate and his/her ability to learn and develop understanding which determines the final outcome of the training.
培訓船員在登上 Floatel Triumph 時將獲得培訓機會，但是個人有責任積極參與以及他 / 她學習和發展理解的能力，以此決定培訓的最終結果。
- Practical training opportunities will be available and provided by experienced Officers onboard, please note timing of such is dependant of availability workload onboard.
實踐培訓機會將由船上經驗豐富的官員提供並提供，請注意此類培訓的時間取決於船上的可行之工作量。
- The list of Local Marine Crew and/or Cadets will be submitted to the MPB in order to allow for employment of Taiwanese Marine Crew upcoming MPB permit applications.
當地海員和 / 或學員名單將提交給 MPB，以允許台灣海員未來就業之 MPB 許可證申請。
- All Crew and Cadets are required to comply to all of Floatel International policies and procedures at all times. Failure to do so may result in early termination of contract.

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所有船員和學員都必須始終遵守 Floatel International 的所有政策和程序，否則可能會導致合同提前終止。

Cadet Training Plans 培訓船員訓練計畫

See Annex 1-6 for position specific training and familiarization plans. Please note that certain tasks or responsibilities could be disregarded for Cadets pending Officer’s onboard discretion.

有關特定職位的培訓和熟悉計畫，請參閱以下附件。請注意，某些任務或職責可能會被軍校生待定官員的船上自由裁量權忽略。

Annex 1 – DP Officer (DPO) Cadet Training

This form shall be completed as per instructions in 1000-222-01 Familiarisation Procedure.

The form shall be re-completed with 24 month intervals.

PART 1 shall be completed during overlap period if practicable. In any case part 1 shall be completed before taking a bridge watch.

PART 2 and 3 is “on the job training” and shall be completed within three months from signing on.

The completed Form shall be handed to DPO who will scan and file the familiarisation on the T:server.

Vessel	Name	Sign on date

PART 1

General	Done	Completion Date
Fully understand Job Description.		
Receive relevant passwords and keys.		
Manuals and Procedures	Done	Completion Date
Fully understand X000-302-01 DP Manual.		
Fully understand 1000-224-01 Navigation Manual.		
Be familiar with X000-316-01 Helicopter Operation Procedure.		
Be familiar with X000-318-01 Anchoring/Mooring Operation Manual.		
Be familiar with X000-324-01 Gangway Operation Manual.		

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Safety and Environmental Protection	Done	Completion Date
Be familiar with X000-309-01 Waste Management Plan.	█	█
Be familiar with X000-303-01 Ballast Water Management Plan.	█	█
Be familiar with 1000-223-00 Chemicals Handling Manual.	█	█
Be familiar with 1000-220-00 Safety Manual.	█	█
Emergency Procedures	Done	Completion Date
Be familiar with X000-308-00 SOPEP Manual.	█	█
Be familiar with X000-307-00 Emergency Response Manual.	█	█
Power Supply	Done	Completion Date
Fully understand basic generator/switchboard topology.	█	█
Fully understand the divisional separation of thrusters/generators.	█	█
Fully understand how to request additional generators, auto-start function.	█	█
Fully understand requirement of operating with open bus-tie breaker in DP Class 3 operations.	█	█
Be familiar with the location of UPS units and their fed equipment.	█	█
Fully understand emergency power supplies and distribution.	█	█
Fully understand vessel's power generation, distribution and propulsion together with fire and watertight subdivision.	█	█
Be familiar with power supplies for DP computers and thruster control units.	█	█
Introduced to K-Chief systems Power views and how to see if a generator is connected, started, stand by for start or inhibited.	█	█
Be familiar with Checklist X000-900-01C1 DP3 3-split to 2-split Switching checklist and X000-900-01C2 DP3 2-split to 3-split checklist. (where applicable)	█	█
Fully understand relevant parts of X000-900-01 **Working procedure 2-split. (where applicable)	█	█
Thrusters	Done	Completion Date
Fully understand how to start and stop thrusters, including resetting sequence.	█	█

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Fully understand functions "DP Lever", "Lock to Lever", "Synchronous" and "Power Mode".	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to transfer command between K-Thrust (Levers), cJoy and K-Pos DP.	<input type="checkbox"/>	<input type="checkbox"/>
Introduced to Thruster views in K-Chief.	<input type="checkbox"/>	<input type="checkbox"/>
Understand the vessels Alarm philosophy.	<input type="checkbox"/>	<input type="checkbox"/>
Know the location of the emergency stop of thrusters.	<input type="checkbox"/>	<input type="checkbox"/>
CJoy	Done	Completion Date
Fully understand how to take command with cJoy, enable thrusters and sensors.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to change views, use Yaw control and view/acknowledge alarms.	<input type="checkbox"/>	<input type="checkbox"/>
K – Pos	Done	Completion Date
Fully understand how to take command of an O/S.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to switch between "STANDBY", "JOYSTICK" and "AUTO"-mode.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to enable thrusters.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to enable Position Reference Systems.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to enable sensors.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand the function of, and how to use the Consequence Analysis.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to change position set point, including setting speed.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to change heading, including the rate of turn.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to set the gain for Auto- and Joystick-mode.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand DP alarms and how to set alarm limits.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to handle alarms and use help function.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to transfer command between Main DP and Back up DP.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to transfer command of DP Back-up Controller to CCR DP OS and back to DP Back-up Room OS	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand how to use desk facilities.	<input type="checkbox"/>	<input type="checkbox"/>

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The location of controllers.	<input type="checkbox"/>	<input type="checkbox"/>
The function of History station.	<input type="checkbox"/>	<input type="checkbox"/>
Drive Off Prevention	Done	Completion Date
Fully understand the function of DOP	<input type="checkbox"/>	<input type="checkbox"/>
Reference systems	Done	Completion Date
Fully understand how to use reference input systems and their limitations.	<input type="checkbox"/>	<input type="checkbox"/>
DPS 132: Antenna location and basic operation.	<input type="checkbox"/>	<input type="checkbox"/>
DPS 232: Antenna location and basic operation.	<input type="checkbox"/>	<input type="checkbox"/>
DPS 232R+: Antenna location and basic operation, absolute/relative positioning option and system components.	<input type="checkbox"/>	<input type="checkbox"/>
DPS 5D: Antenna/MRU location and basic operation.	<input type="checkbox"/>	<input type="checkbox"/>
Fugro Demodulator: Location of unit and satellite chosen.	<input type="checkbox"/>	<input type="checkbox"/>
Cyscan: Interrogators location, responder location, the ID of responders in use and basic operation.	<input type="checkbox"/>	<input type="checkbox"/>
RADius: Interrogators location, responder location, the ID of responders in use and basic operation.	<input type="checkbox"/>	<input type="checkbox"/>
RadaScan: Interrogators location, responder location, the ID of responders in use and basic operation.	<input type="checkbox"/>	<input type="checkbox"/>
Fanbeam: Interrogators location, reflector location and basic operation.	<input type="checkbox"/>	<input type="checkbox"/>
Gangway Sensors: Alarm limits and rejection limits.	<input type="checkbox"/>	<input type="checkbox"/>
Sensors	Done	Completion Date
Gyros: Location, corrections and signal feed (what equipment fed).	<input type="checkbox"/>	<input type="checkbox"/>
VRU/MRU: Location and signal feed.	<input type="checkbox"/>	<input type="checkbox"/>
Wind Sensors: Location and types.	<input type="checkbox"/>	<input type="checkbox"/>
System	Done	Completion Date
Fully understand system configurations thruster/ main engine/ sensors expected in normal and emergency situations, and if all changeovers are manual or automatic.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand operational limitations of the DP system.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand effects of environment and operations on operating limits in conjunction with machinery set-up.	<input type="checkbox"/>	<input type="checkbox"/>

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Setting up on DP and understanding reasons for procedures.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand features of the DP software unique to the vessel.	<input type="checkbox"/>	<input type="checkbox"/>
General use of DP controllers.	<input type="checkbox"/>	<input type="checkbox"/>
Gangway	Done N/A	Completion Date
Operational limits.	<input type="checkbox"/>	<input type="checkbox"/>
Traffic light function, when to activate lights and the effect of it.	<input type="checkbox"/>	<input type="checkbox"/>
Receive familiarisation of gangway by CHO (tour of gangway and tower/ landing point/ operator cabin etc.).	<input type="checkbox"/>	<input type="checkbox"/>
Operation	Done	Completion Date
Normal thruster configuration (All running in DP 3).	<input type="checkbox"/>	<input type="checkbox"/>
Normal generator configuration (Minimum one per switchboard in DP 3 operation).	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand rig redundancy (DP1/DP2/DP3).	<input type="checkbox"/>	<input type="checkbox"/>
Publication/Drawing familiarisation	Done	Completion Date
Fully understand LSOG.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand the use of Capability Plots.	<input type="checkbox"/>	<input type="checkbox"/>
Be familiar with DP system topology drawing.	<input type="checkbox"/>	<input type="checkbox"/>
Be familiar with K-Pos manual.	<input type="checkbox"/>	<input type="checkbox"/>
Be familiar with reference system manuals.	<input type="checkbox"/>	<input type="checkbox"/>
Be familiar with FMEA.	<input type="checkbox"/>	<input type="checkbox"/>
Review DP incident reports.	<input type="checkbox"/>	<input type="checkbox"/>
Review DP history such as trials and checklists.	<input type="checkbox"/>	<input type="checkbox"/>
Bridge familiarisation	Done	Completion Date
Fully understand vessel's operational limitations, restrictions and actions to reduce the impact of slamming.	<input type="checkbox"/>	<input type="checkbox"/>
Know where to find weather information.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand and sign the Master's Standing Orders.	<input type="checkbox"/>	<input type="checkbox"/>
Fully understand the Vessel's Communication System and Procedures.	<input type="checkbox"/>	<input type="checkbox"/>
Be familiar with navigational equipment listed below:		

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Bridge library and nautical publications	<input type="checkbox"/>	<input type="checkbox"/>
Navigational DGPS	<input type="checkbox"/>	<input type="checkbox"/>
Echo sounder	<input type="checkbox"/>	<input type="checkbox"/>
Radar S & X Band	<input type="checkbox"/>	<input type="checkbox"/>
Type specific ECDIS training 1000-222-04C1 Ship Specific ECDIS Training *	<input type="checkbox"/>	<input type="checkbox"/>
AIS	<input type="checkbox"/>	<input type="checkbox"/>
Navtex	<input type="checkbox"/>	<input type="checkbox"/>
Speed Log	<input type="checkbox"/>	<input type="checkbox"/>
Navigational lights	<input type="checkbox"/>	<input type="checkbox"/>
Sound signal panel	<input type="checkbox"/>	<input type="checkbox"/>
VDR	<input type="checkbox"/>	<input type="checkbox"/>
Pilot plug	<input type="checkbox"/>	<input type="checkbox"/>
Bridge watch unit	<input type="checkbox"/>	<input type="checkbox"/>
GMDSS Station	<input type="checkbox"/>	<input type="checkbox"/>
NDB/Helicopter Radio	<input type="checkbox"/>	<input type="checkbox"/>
UHF/VHF systems	<input type="checkbox"/>	<input type="checkbox"/>
Weather station/Helideck monitor system	<input type="checkbox"/>	<input type="checkbox"/>
SSAS	<input type="checkbox"/>	<input type="checkbox"/>
PA/GA-System	<input type="checkbox"/>	<input type="checkbox"/>
Internal Phone system	<input type="checkbox"/>	<input type="checkbox"/>
Antennas	<input type="checkbox"/>	<input type="checkbox"/>
Operation of CCTV System	<input type="checkbox"/>	<input type="checkbox"/>
Winch Panel	<input type="checkbox"/>	<input type="checkbox"/>
Fuse Cabinets	<input type="checkbox"/>	<input type="checkbox"/>
Deck lights	<input type="checkbox"/>	<input type="checkbox"/>
DSHA and ECC routines DSHA = Defined Situations of Hazard and Accident	<input type="checkbox"/>	<input type="checkbox"/>
Watertight door Panels	<input type="checkbox"/>	<input type="checkbox"/>
K-Safe including ESD panels	<input type="checkbox"/>	<input type="checkbox"/>

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Off-desk familiarisation	Done	Completion Date
Understand off-desk duties.	█	█
Fully understand WP Administrator role for Work Permits.	█	█
Receive basic ballast familiarisation (further training in part 3).	█	█
Be familiar with what reports to be sent.	█	█
Informed about email (important folders etc.).	█	█
Informed about PMS (Planned Maintenance System).	█	█
Be familiar with computerised Personnel on Board System	█	█

* If the generic training course has been undertaken on the same equipment as installed onboard, then the type specific training checklist doesn't need to be completed.

Comments
█

TO BE SIGNED UPON COMPLETION		
Rank	Signature	Completion Date
DPO	█	█
Rank	Signature	Completion Date
Assessor	█	█
Rank	Signature	Completion Date
OIM	█	█

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PART 2: DP TRAINING PROGRAM

Practical Exercise (As operationally practicable)	Date	Apprentice Sign.	Instructed by	Instructor Sign.
Exercised manoeuvring by direct thrust lever command.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Control of the vessel's movements about a set point using levers.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Exercised manoeuvring by CJoy command.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Control of the vessel's movements about a set point using joystick controls.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Transfer of command between DP, CJoy and thruster lever.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Transfer of command between Main DP and Back Up DP.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Simulator Exercise	Date	Apprentice Sign.	Instructed by	Instructor Sign.
Operator Panel <i>(Estimated time – 1 hour)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Screen User Interface <i>(Estimated time – 1,5 hours)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Power Distribution <i>(Estimated time – 1 hour)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thruster Operation <i>(Estimated time – 1 hour)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Controller Settings <i>(Estimated time - 1 hour)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sensors <i>(Estimated time – 1,5 hours)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Position Reference Systems <i>(Estimated Time – 2 hours)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joystick Operation <i>(Estimated time – 2 hours)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AutoPos Operation <i>(Estimated time – 2 hours)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Case-Power & Thruster Failure <i>(Estimated time – 2 hours)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Case-Sensor Failures <i>(Estimated time – 2 hours)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Case-PRS and Hardware <i>(Estimated time – 2 hours)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Case-Weather Impact <i>(Estimated time – 2 hours)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Case-Field Arrival Checklist <i>(Estimated time – 2 hours)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operational Case-Approach & GWY connect <i>(Estimated time – 2 hours)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Follow target Position Fallback and Quick Response <i>(Estimated time – 1 hour)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments



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Part 2, DP Simulator training assessed by CHO		
CHO (Name)	Date	Sign.
■	■	■

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PART 3: BALLAST & STABILITY TRAINING AND FAMILIARISATION

Exercise	Date	Apprentice Sign.	Assessed by	Assessor Sign.
K-Chief Operation <i>(Estimated time – 1 hour)</i>	█	█	█	█
Tank Layout <i>(Estimated time – 1 hour)</i>	█	█	█	█
Bilge / Emergency Bilge layout <i>(Estimated time – 1 hour)</i>	█	█	█	█
Pontoon familiarisation - Identify the location of valves and tanks - Location and operation of emergency ballast cabinet in each quadrant - Location of pump & thruster rooms - Emergency sounding of tanks. <i>(Estimated time – 4 hours)</i>	█	█	█	█
Read Stability Manual <i>(Estimated time - 6 hours)</i>	█	█	█	█
Ballast/Deballast operation, transit, survival draft. - Run through tank sequence. - Allowable KG curves. <i>(Estimated time – 6 hours)</i>	█	█	█	█
Familiarisation with emergency “Flooding and Collision checklist” <i>(Estimated Time – 1 hour)</i>	█	█	█	█
Autoload familiarisation, Kattegatt crew training <i>(Ref: T:*000 - Floatel ***\30 - HSE\03 - General Safety\06. Module Training\Autoload F*)</i>	█	█	█	█



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(Estimated time – 1 hour)				
Ballast & Stability Training and Familiarisation Program Completed	■	■	■	■

Comments

Part 3, Ballast & Stability assessed by CHO		
CHO (Name)	Date	Sign.
■	■	■

Annex 2 - Able Bodied Seaman (ABS) Cadet Training

This form shall be completed as per instructions in 1000-222-01 Familiarisation Procedure.

PART 1 shall be completed during overlap period if practicable.

PART 2 is “on the job training” and shall be completed within the first rotation on board.

The completed form shall be handed to DPO who will scan and file the familiarisation on the T:server.

Vessel	Name	Sign on date

PART 1

General	Done	Completion Date
Fully understand Job Description.		
Receive relevant password and keys.		
Manuals and Procedures	Done	Completion Date
Be familiar with X000-319-01 Lifting Manual.		
Be familiar with X000-318-01 Anchoring/Mooring Operation Manual.		
Be familiar with X000-327-01 Cargo Securing Manual.		



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Safety and Environmental Protection	Done	Completion Date
Be familiar with X000-309-01 Waste Management Plan.		
Be familiar with 1000-223-00 Chemicals Handling Manual.		
Be familiar with 1000-220-00 Safety Manual.		
Emergency Procedures	Done	Completion Date
Be familiar with X000-308-00 SOPEP Manual.		
Be familiar with X000-307-00 Emergency Response Manual.		
Operation	Done	Completion Date
Be familiar with the Watch-Keeping Routines.		
Complete HLO Familiarisation Form if assigned as HLO.		
Completed 1000-222-01F61 Crane Familiarisation Form (for knuckle-jib crane)		
Completed 1000-222-01F62 Gangway Familiarisation Form		
Be familiar with the vessel's Communication System and Procedures.		
Be familiar with watertight sections. Location of WTD and escape hatches.		
Be familiar with emergency steering procedures		
Be familiar with emergency towing arrangement.		
Received familiarisation on procedures for bunker operations.		

Comments

TO BE SIGNED UPON COMPLETION		
Rank	Signature	Completion date
ABS		
Rank	Signature	Completion date
CHO		
Rank	Signature	Completion date
DPO		

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PART 2

Misc	Done	Completion Date
Be familiar with the CMMS (Computerised Maintenance System).		
Be familiar with how to report as required by FIMS.		
Be familiar with ballast system. Location of pontoon and column tanks.		
Garbage handling. Be familiar with compactors, shredders etc.		
Received familiarisation of the tools and equipment on deck.		
Be familiar with vessel paint system. Mixing, inventory, SDS, PPE.		
Be familiar with anchor winch operations and planned maintenance.		

Comments

TO BE SIGNED UPON COMPLETION		
Rank	Signature	Completion date
ABS		
Rank	Signature	Completion date
CHO		
Rank	Signature	Completion date
DPO		

Annex 3 - Third Engineer (TEN) Cadet Training

This form shall be completed as per instructions in 1000-222-01 Familiarisation Procedure. The form shall be re-completed with 24 month intervals.

PART 1 shall be completed during overlap period if practicable. In any case part 1 shall be completed before taking an Engine Control Room watch.

PART 2 is "on the job training" and shall be completed within three months from signing on.

The completed Form shall be handed to DPO who will scan and file the familiarisation on the T:server.



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Vessel	Name	Sign on date

Form in accordance with IMCA M 117

PART 1

General	Done	Date completed
Fully understand Job Description.		
Receive relevant passwords and keys.		
Manuals and Procedures	Done	Completion Date
Be familiar with 1000-217-00 Maintenance Manual		
Be familiar with 1000-218-01 Rig Admin Manual		
Emergency Response	Done	Completion Date
Understand Vessel's Alarm Philosophy.		
Be familiar with X000-308-01 SOPEP Manual.		
Familiar with X000-307-01 Emergency Response Manual.		
Safety and Environmental Protection	Done	Completion Date
Be familiar with X000-309-01 Waste Management Plan.		
Be familiar with 1000-223-00 Chemicals Handling Manual.		
Be familiar with 1000-220-00 Safety Manual.		
Engine Watch and DP Operations	Done	Completion Date
Read and fully understand Chief Engineer's standing orders/sign.		
Be familiar with FMEA documentation		
Be familiar with where to find equipment manuals and drawings.		
Be familiar with vessel stability and ballast operations.		
Fully understand vessels Communication System and Procedures.		
Fully understand checklists and documents in connection with 2+1 split(where applicable)		
Practical familiarisation	Done	Date completed

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Orientation in Technical spaces.		
Be familiar with the location of Emergency exits.		
Diesel generators and electrical distribution systems	Done	Date completed
Fully understand DP-3 operations.		
11 kV, 690 V, 440 V and 230 V systems.		
Fully understand the handling of blackout situation.		
Fully understand the handling of ESD (Emergency shut down).		
Emergency generator and emergency switchboard.		
Fuel oil systems	Done	Date completed
Be familiar with system layout/function.		
Bilgewater systems	Done	Date completed
Be familiar with system layout/function.		
Be familiar with Emergency Bilge operations.		
Starting air system	Done	Date completed
Be familiar with function and operation.		
Be familiar with routine maintenance.		
Cooling systems	Done	Date completed
Be familiar with routine maintenance.		
Be familiar with system layout/function.		
Purifiers	Done	Date completed
Be familiar with function and operation.		
Be familiar with routine maintenance.		
Lub. Oil systems	Done	Date completed
Be familiar with system layout/function.		
Oily water separator	Done	Date completed
Fully understand function and operation. Oil Record Book.		
Be familiar with routine maintenance.		
Practical familiarisation	Done	Date completed
Orientation in Technical spaces.		



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Be familiar with the location of Emergency exits.		
Maintenance	Done	Date completed
Be familiar with CMMS (Computerised Maintenance System)		
Be familiar with daily checks and rounds.		

Comments

TO BE SIGNED UPON COMPLETION		
Rank	Signature	Completion date
FEN/SEN/TEN		
Rank	Signature	Completion date
Assessor		
Rank	Signature	Completion date
DPO		

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PART 2

Freshwater and pot water systems	Done	Date completed
Be familiar with X000-311-00 Potable Water Manual.		
Fully understand the operation.		
Be familiar with routines maintenance.		
Be familiar with daily analysis.		
Sewage treatment plants	Done	Date completed
Fully understand the operation.		
Be familiar with routine maintenance.		
Be familiar with daily checks.		
Vacuum toilet systems	Done	Date completed
Fully understand the operation.		
Be familiar with maintenance.		
Be familiar with the location of section valves.		
Air handling units	Done	Date completed
Fully understand function and operation.		
Be familiar with operation in case of fire.		
Be familiar with routine maintenance.		
Air conditioning condenser plant and chilled water systems	Done	Date completed
Fully understand function and operation.		
Be familiar with routine maintenance.		
Fuel oil bunkering	Done	Date completed
Be familiar with procedures, checklists, system and tanks.		
Service air system	Done	Date completed
Be familiar with function and operation.		
Be familiar with routine maintenance.		
Boiler and hot water systems	Done	Date completed
Be familiar with function and operation.		



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Be familiar with system layout.		
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Comments

TO BE SIGNED UPON COMPLETION		
Rank	Signature	Completion date
FEN/SEN/TEN		
Rank	Signature	Completion date
Assessor		
Rank	Signature	Completion date
DPO		

Annex 4 - Motorman (MTM) Cadet Training

This form shall be completed as per instructions in 1000-222-01 Familiarisation Procedure.

PART 1 shall be completed during overlap period if practicable.

PART 2 is “on the job training” and shall be completed within three months from signing on

The completed Form shall be handed to DPO who will scan and file the familiarisation on the T:server.

Vessel	Name	Sign on date

PART 1

General	Done	Completion Date
Fully understand Job Description.		
Receive relevant password and keys.		
Safety and Environmental Protection	Done	Completion Date
Be familiar with X000-309-01 Waste Management Plan.		



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Be familiar with 1000-223-00 Chemicals Handling Manual.		
Be familiar with 1000-220-00 Safety Manual.		
Emergency Procedures	Done	Completion Date
Be familiar with X000-308-00 SOPEP Manual.		
Be familiar with X000-307-00 Emergency Response Manual.		
System Familiarisation	Done	Completion Date
Fire and Gas Detection system		
Fire Fighting systems		
Thrusters		
Diesel engine plant		
Oily water separator		
Service air compressors		
Starting air compressors		
Sea water cooling system		
FW cooling system		
Purifiers		
Lub. Oil system		
Oily water separator		
Fuel oil system		
Fuel oil bunkering		
Bilge water system		
Practical familiarisation (as operationally possible)	Done	Completion Date
Orientation in technical spaces.		
Location of Emergency exits.		

Comments



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TO BE SIGNED UPON COMPLETION		
Rank	Signature	Completion Date
MTM		
Rank	Signature	Completion Date
Assessor		
Rank	Signature	Completion Date
DPO		

PART 2

System Familiarisation	Done	Completion Date
Fresh water Generating plant		
Sewage treatment plants		
Vacuum toilet systems		
Air handling units		
Air conditioning condenser plant and chilled water systems		
Galley equipment		
Laundry Equipment		
Familiar with Maintenance routines		

Comments

TO BE SIGNED UPON COMPLETION		
Rank	Signature	Completion Date
MTM		
Rank	Signature	Completion Date



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Assessor		
Rank	Signature	Completion Date
DPO		

Annex 5 - Medic (MED) Cadet Training

This form shall be completed as per instructions in 1000-222-01 Familiarisation Procedure.

PART 1 shall be completed during overlap period if practicable.

PART 2 is “on the job training” and shall be completed within three months from signing on.

The completed form shall be handed to the DPO who will scan and file the familiarisation on the T:server.

Vessel	Name	Sign on date	
PART 1			
General		Done	Completion Date
Fully understand Job Description.			
Receive relevant passwords and keys.			
Hospital familiarisation		Done	Completion Date
Fully understand the daily routines in the hospital.			
Be familiar with the use of journal system.			
Be familiar with the use of Pride.			
Fully understand the use of medical technical equipment.			
Customers' requirements		Done	Completion Date
Fully understand the MEDIVAC procedure.			
Fully understand the procedure of sending EKG to a hospital ashore for analysis.			
Fully understand how to find important telephone numbers.			
Be familiar with the responsibilities to FAL “client” and FAL Floatel.			
Floatel		Done	Completion Date
Be familiar with where the stretchers onboard are located.			
Be familiar with the Handover routines.			



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Be familiar with the first aid training modules and the medic's responsibilities.	<input type="checkbox"/>	<input type="checkbox"/>
Be familiar with the 1000-220-00 Safety Manual	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Preparedness	Done	Completion Date
Be familiar with the X000-307-01 Emergency Response Manual	<input type="checkbox"/>	<input type="checkbox"/>

Comments
<input type="text"/>

TO BE SIGNED UPON COMPLETION		
Rank	Signature	Completion Date
MEDIC	<input type="text"/>	<input type="text"/>
Rank	Signature	Completion Date
DPO	<input type="text"/>	<input type="text"/>

PART 2

Misc		
Be familiar with the use of purchasing at the Floatel.	<input type="checkbox"/>	<input type="checkbox"/>
Be familiar with how chemicals are handled onboard and the Medic's responsibilities.	<input type="checkbox"/>	<input type="checkbox"/>
Be familiar with how the pot-water system onboard is working and the Medic's responsibilities.	<input type="checkbox"/>	<input type="checkbox"/>

Comments
<input type="text"/>

TO BE SIGNED UPON COMPLETION



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Rank	Signature	Completion Date
MEDIC	[Signature Box]	[Date Box]
Rank	Signature	Completion Date
DPO	[Signature Box]	[Date Box]

Annex 6 - Radio Administrator (RAA) Cadet Training

This form shall be completed as per instructions in 1000-222-01 Familiarisation Procedure.

This form shall be completed during overlap period if practicable.

The completed form shall be handed to DPO who will scan and file the familiarisation on the T:server.

Vessel	Name	Sign on date

General	Done	Completion Date
Fully understand Job Description.		
Receive relevant passwords and keys		
Manuals and procedures	Done	Completion Date
Be familiar with X000-316-01 Helicopter Operation Procedure.		
Safety and Environmental Protection	Done	Completion Date
Be familiar with X000-309-01 Waste Management Plan.		
Be familiar with 1000-220-00 Safety Manual.		
Emergency Procedures	Done	Completion Date
Be familiar with X000-308-00 SOPEP Manual.		
Be familiar with X000-307-00 Emergency Response Manual.		
Fully understand the POB System		
Operation	Done	Completion Date
Fully understand the PA System.		
Be familiar with the procedure for cargo manifests.		
Fully understand the Communication System and Procedures.		
Be familiar with set up and function of the telephone system.		



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Fully understand how to administrate OCS.		
Helicopter Operations	Done	Completion Date
Fully understand X000-316-01 Helicopter Operation Procedure.		
Contract Requirements	Done	Completion Date
Be familiar with specific Client requirements, i.e. reports etc.		
Misc	Done	Completion Date
Be familiar with the CMMS (Computerised Maintenance System).		
Be familiar with the function of the entertainment system onboard.		

Comments

TO BE SIGNED UPON COMPLETION		
Rank	Signature	Completion date
RAA		
Rank	Signature	Completion date
OIM		
Rank	Signature	Completion date
DPO		