

Mike Ball Dive Expeditions
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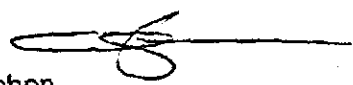
TO: Trip Directors
FROM: Craig Stephen
DATE: 19th June 03
SUBJECT: Dive Procedures & WPHS

I have recently become aware that staff are not always complying with company dive procedures including Trip Directors. It is your responsibility to ensure that all dive procedures are complied with, both staff and guests.

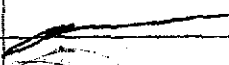
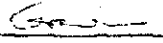



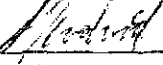
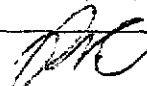
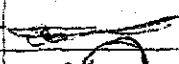




If an accident occurs and an enquiry reveals that you were not complying with these procedures then you are leaving yourself open to litigation, this is your duty of care. It is my responsibility and duty of care to ensure that staff comply with the same procedures.

Any staff not complying with these procedures must be issued with a procedural reminder.

Sincerely,



Craig Stephen
 Operations Manager

Position	Name	Read & Understood	Position	Name	Read & Understood
Master	Mike M		First Mate / DM		
Relief Master			DM1	Benjamin F	
First Mate	DAVE L		DM2		
Engineer	STEVE H		Chef		Rob
Relief Engineer	CRAIG HASKELL		Host	Rebecca H	
Trip Director	Wade S. [unclear]		Chef / Host		
TD/VP	Paul [unclear]		Video Pro	Ge,	

TEISH WATER Alex