

thoroughfare runs through the accommodation block, and, that while you are working someone else is asleep. Close doors quietly and keep talk to a minimum while in these areas.

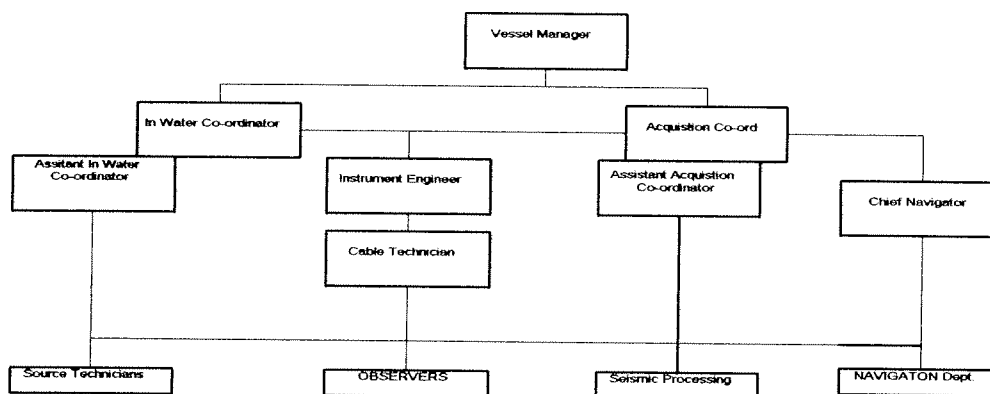
Meal times.

Breakfast is served from	0630 - 0730
Lunch is served from	1130 - 1230
Dinner is served from	1730 - 1830
Night Shift Breakfast	2330 - 0030
Night Shift Lunch	0530 - 0630

If for any reason you can't make these mealtimes inform the galley staff who will put food aside for you. If working a shift the chances are that you will only be awake for two of the three meals each day but "nibbles" are always available in the mess.

Seismic Crew structure.

This is an ideal set-up but can vary quite dramatically depending on circumstances.



Mail.

Any mail sent to the Office will be forwarded to the vessel periodically. The address is as follows:

M.V Labrador Horizon.
Horizon Exploration Ltd.,
1 Suffolk Way.
Sevenoaks,
KENT.
TN13 1YL.

N.B. Please don't rely on mail reaching you in good time. The vessel often spends in excess of 6 weeks at sea with no land contact.

Labrador Horizon Telephone System.

The vessel is equipped with a communications system including Inmarsat, Fax, Cellphone and Radio link phone from bridge. Private calls are charged at the appropriate rate at the end of trip.

The telephone directory is posted on the main notice boards and a copy is available from the V.M. Incoming calls can be made to the following numbers:

1 713 758 6368	(Cell phone)
1 713 758 6369	(Cell phone)
00 871 330 816 112	(Satellite phone)
00 871 110 4707	(Satellite phone)

Outgoing Private Cell-phone calls are charged @ \$2 per minute.

Outgoing Private Marisat calls are charged @£2.50 per minute (approx).

A notice of charges and how to use the phone facilities is posted in the Crew phone booth situated next to the upper TV lounge.

All outgoing calls require crew members to have a P.I.N number. This number is issued by the Vessel Manager.

An Email facility is also available for use on board the Simon Labrador. Only text files are allowed to be sent or indeed received. A small nominal charge may be levied for use of this facility.

email address:	m8vm@eaglegeo.co.uk	(Vessel manager)
	m8clientrep@eaglegeo.co.uk	(Client's representatives)

Other departments have their own eMail addresses, ask for details after you arrive

M8Proc@eaglegeo.co.uk

General information.

Travel expenses: If you are a Horizon Employee, crew change travel expenses will be settled on board by the V.M. VAT receipts must accompany all claims, so ask for one at the point of sale.

Cigarettes: Cigarettes are usually available for purchase on board the vessel, but this is dependent upon operational area. You should have a general idea where the vessel will be working one trip in advance, so ask if cigarettes will be available.

Drug and Alcohol policy: Horizon Exploration Ltd. has a drug and alcohol policy, which is strictly enforced. No alcohol or drugs are allowed on board unless prescribed by your doctor. If you would like to read the policy, ask the V.M. or ships Captain who will make it available to you. Remember to take care if you are flying home, fancy a drink on the way, and intend to drive on arrival at the airport.

The Captain does carry out random checks for drug and alcohol abuse. Anybody failing one of these will face dismissal or, in a non-crew member's case, removal from the vessel.

Health: The Chief Officer or Paramedic can usually deal with any minor medical problems on board. Please ensure that the on-board authorities are aware of any prescription drugs you use, either regularly or in particular circumstances, and of any pre-existing medical conditions. In the event of illness on board any crew member will summon immediate assistance. Company employees are covered by a world wide health insurance plan. Visiting employees of other organisations are responsible for ensuring they have adequate cover for treatment or evacuation.

Ships plan / cabin plan

If you would like a copy of the cabin plan, please ask the VM or department Co-ordinator. The cabin occupancy plan is posted on the general notice board in the changing room.

Helicopter operations

You may not go onto the heli-deck during helicopter operations, unless the Helicopter Landing Officer (HLO) gives you permission. Unless you are partaking in the operation, stay clear of the Bridge and Fore-deck. No flash photography is permitted during operations.

If you are leaving the vessel by helicopter, you must view the safety video and weigh, both yourself and your baggage, in the day before (check with the Bridge staff). Prior to the helicopter's arrival you should meet the other passengers in the forward rec. room. From there you

will be directed to a muster point under the helideck where you will don survival suits obtained from on-coming crew members. Helicopter operations are very noisy – ear plugs are provided and should be used. On instruction from the bridge crew, passengers will move to the deck area in front of the Bridge (NOT the Bridge itself) and await the instructions of the HLO regarding boarding the helicopter.

When joining or departing the vessel by helicopter, please limit your baggage to 1 soft holdall of not more than 10kg in weight. If you are in excess of this, your baggage may be left onboard or at the heliport, perhaps for some considerable time.

Anyone showing signs of intoxication will be banned from the flight and faces the strong possibility of dismissal from his or her company. This applies at the heliport as well as on board.

Finally please make any comments on this leaflet, constructive criticism is always welcome, in order that we may improve it as time goes by. Safety is each individual's responsibility. Please answer the questions below and return the sheet to the VM or department Co-ordinator
Welcome aboard.

Name:.....

Date:.....

Cabin:.....

The General alarm is:.....

My muster point is:.....

The easiest route from my cabin is:.....

The life boat alarm is:.....

My lifeboat station is:.....

The easiest route from my cabin is:.....

The nearest fire alarm button to my cabin is:.....

The nearest extinguisher is:.....type:.....

for which type of fire.....