

# Soundings

Safe ♦ Responsible ♦ Reliable ♦ Efficient

MARCH 2008

Dear Readers,

I am pleased and honored to announce that our new 38,500 barrel double hull barge will be named the "Dugan Pearsall". The barge is being built at Gunderson Marine in Portland, Oregon and will be delivered to HMS on August 1, 2008 for final outfitting. We expect that the Dugan Pearsall will enter service in the Puget Sound by November 1st.

Dugan Pearsall was a lifelong friend of the Quigg family who we lost unexpectedly during the wind storm in Grays Harbor, WA in late 2007. Dugan was a loyal, honest man who held high degrees of integrity. He had a great work ethic and was a friend and supporter of Harley Marine Services. Dugan was a true friend and we are honored to have our barge named after such a great person.

Dugan's name will live on forever as we remember him on one of the nation's finest and newest state of the art bunker barges.

This barge is the first in a line of six new barges to be completed and enter service operating under the Harley Marine flag. The other five bunker barges are currently under construction at shipyards in Portland.

## **Dugan Pearsall**

Double Hull Bunker Barge

Capacity—38,500 barrels

LOA—279 feet

Beam—64.5 feet

I am excited about this accomplishment and the many more that are to come with your help and continued support!

Harley V. Franco  
Chairman

## **MARCH**

### **HOLIDAYS**

- 9th—Daylight Saving Time Begins
- 16th—Palm Sunday
- 17th—St. Patrick's Day
- 21st—Good Friday
- 23rd—Easter Sunday

### **THUMBS UP**

- Special thanks to Ben Latham and Mike Coon for completing the dry dockings and repairs on the Shauna Kay and James T. Quigg while in Portland and away from their families.
- Thank you Michelle Belben for being a pleasant, hard working employee; we appreciate how you quietly come in each day and complete your job tasks. Thank you as well for cleaning the kitchen in the morning, your actions do not go un-noticed.

## Staying Active at HMS...

On December 9, 2007 four Harley Marine employees and thousands of other runners completed the 23rd Annual Jingle Bell Run & Walk benefiting the Arthritis Foundation. During the 5k run, several participants dressed up as Santa's helpers and sang "Jingle Bells" while running through the express lane tunnels. Runners were even showered with a light snow dusting as they crossed the finish line, making it a true December run in Seattle.



Since the Jingle Bell Run, there was lots of murmur around the Seattle office about doing more runs together as a group. To answer the murmur, several HMS employees started the first Harley Marine Running Team. The team will join forces once every other week after work to do a group jog through one of Seattle's several parks / recreation areas. The team will also participate in local charity jogs including: Henry Weinhard's St. Patrick's Day Dash, Boardwalk 5k Run & Walk, Fremont 5k, Firecracker 5000 and several other throughout the year.

The Harley Marine Running Team is excited to remain active as a group and hopefully get in shape with our friends from work!! Others in the Harley Marine family of companies have also participated in their community events.

MMI employee, Mishael Romero, participated in the 30<sup>th</sup> Annual Firecracker Run on Sunday, February 10, 2008. The event is a celebration of the Chinese New Year and is composed of a 5k, 10k and 1 mile kiddie run that takes place in the Chinatown district just north of downtown Los Angeles. A total of 1,602 persons completed the 5K run while 1,203 completed the 10K run. Mishael completed the 10K run just under an hour and is now training to break his score.



Southern California General Manager, Doug Houghton and 20 of his friends rode their bicycles from San Francisco to Ventura, CA. On January 31st, the first day of the ride, they departed San Francisco and rode 90 miles to Monterey, the second day they rode 140 miles from Monterey to San Luis Obispo and on the third day they rode another 140 miles from San Luis Obispo to Ventura. Sadly to report, they were rained out for the final leg from Ventura to Long Beach. However, weather permitting, they all plan to try again next January in hopes to complete the whole ride.

Congratulations to those of you that have completed such amazing athletic accomplishments like those mentioned above. I hope that this will encourage the rest of you to get out and try something new and refreshing such as a 5k run!

## Safety Corner

### HMS employees get certified as Hazardous Waste and Emergency Response trainers.

During the week of Feb 25<sup>th</sup>-29<sup>th</sup>, four of our employees underwent a comprehensive Train the Trainer class at WHQ in Seattle. This training will help enable staff trainers to conduct OSHA/DOT/EPA required training in-house. Now certified to conduct HAZWOPER training for our crews are **Mike Curry**, HMS Director of Safety and Regulatory Affairs, **Kirk Bonnin**, Port Captain, Olympic Tug and Barge-Portland, **Tim Kline**, Operations Manager, Starlight Marine Services-Alameda, and **James Caspers**, Director of Quality Systems, HMS-Seattle.



**Andre Nault**, HMS California Safety Manager, and Certified Instructor, conducted the training. This course is intended to improve the instructional skills, abilities, and knowledge of HAZWOPER/ HAZMAT/Emergency Response trainers and meets the requirements of the following regulations:

**29 CFR 1910.120 (e)(5):** Trainers shall be qualified to instruct employees about the subject matter that is being presented in training. Such trainers *shall have satisfactorily completed a training program for teaching the subjects they are expected to teach* or they shall have the academic credentials and instructional experience necessary for teaching the subjects. Instructors shall demonstrate competent instructional skills and knowledge of the applicable subject matter.

**29 CFR 1910.120 (q)(7):** Trainers who teach any of the above training subjects *shall have satisfactorily completed a training course for teaching the subjects they are expected to teach*, such as the courses offered by the U.S. National Fire Academy, or they shall have the training and/or academic credentials and instructional experience necessary to demonstrate competent instructional skills and a good command of the subject matter of the courses they are to teach.

Congratulations to these newly certified Instructors, who will be able to teach the following classes:

Hazard Communications,  
4-Hour Emergency Response Awareness,  
8-Hour Emergency Response Operations,  
24-Hour Emergency Response Technician,  
40-Hour Hazardous Waste Worker,  
8-Hour Emergency Response Refresher and  
8-Hour Confined Space Entrant and Attendant.



## **Computers, Email & Voicemail Usage Policy** **written by: HMS Human Resources Department**

As you know, HMS has spent a substantial amount of time and expense to provide employees and vessels with computer equipment. At this time, we thought it was prudent to review the HMS policy for computers, email and voicemail usage. The following is a summarized version, however, you can review the policy in full under section 10 of your employee manual.

HMS property, including computers, electronic mail and voice mail, should only be used for conducting company business. The use of the electronic mail system may not be used to solicit for commercial ventures, religious or political causes, outside organizations, or other non-job related solicitations. Furthermore, the electronic mail system is not to be used to create any offensive or disruptive messages. Among those which are considered offensive, are any messages which contain sexual implications, racial slurs, gender-specific comments, or any other comments that offensively address someone's age, sexual orientation, religious or political beliefs, national origin, or disability. In addition, the electronic mail system shall not be used to send (upload) or receive (download) copyrighted materials, trade secrets, proprietary financial information, or similar materials without prior authorization.

For various business and legal reasons, HMS must and does, maintain the right and the ability to enter into any of these systems and to inspect and review any and all data recorded in those systems. As HMS reserves the right to obtain access to all voice mail and electronic mail messages left on or transmitted over these systems, employees should not assume that such messages are private and confidential or that HMS or its designated representatives will not have a need to access and review this information. Individuals using HMS's business equipment should also have no expectation that any information stored on their computer - whether the information is contained on a computer hard drive, computer disks or in any other manner - will be private.

We would also like to provide you with a few tips on email etiquette when conversing with co-workers, vendors, customers, etc. Some examples of proper etiquette are:

- Use email professionally – you can't control where the message might be sent.
- Email isn't interactive – don't expect instant responses.
- Be cautious when using humor or sarcasm, they don't translate well through email.
- ALWAYS include a subject line. This is a helpful tool when referring back through or when sorting emails.
- Remember to always use Please and Thank You.
- Make sure to review spelling and grammar. (Helpful hint: set up your system to automatically check for you).
- Decide if you really need to "Reply to All" or if just responding to the individual will suffice.
- Be aware of your company email use policy.

A few suggestions of what not to do when sending emails are:

- Don't send anything you wouldn't want to see posted on the company bulletin board.
- Do not send chain letters, hoaxes or inappropriate jokes.
- Never reply in anger; review the message before sending or think about it overnight.
- Don't overuse punctuation.
- Remember that writing in ALL CAPS is considered an indication of anger.



**March Anniversaries*****Harley Marine NY***

Erick Ocasio—1 year

***Harley Marine Services***

Rosie Daoedsjah—2 years

***Millennium Maritime***

Richard Jabuka—8 years

***Olympic Tug & Barge***

George Thoreson—14 years

John Walker—14 years

Denis Rovin—13 years

Justin Hutton—8 years

Jason Hendrickson—1 year

Bart Sappington—1 year

***Public Service Marine***

Ty Ammons—7 years

Gabriel Cleope—5 years

Anthony Green—3 years

***Starlight Marine Services***

Bryan Wynn—1 year

***Westoil Marine Services***

Walter Fourness III—15 years

Marc Delgadillo—9 years

John Nickels—4 years

Ivan Sanchez—1 year

Jonathan Stanley—1 year

CONGRATULATIONS ON YOUR  
ANNIVERSARY WITH THE  
COMPANY! WE APPRECIATE  
YOUR DEDICATION.



## Cooking with the Captain Captain Chris Starkenburg, Gyrfalcon Potato Cakes

**Ingredients:**

2 ½ pounds of frozen hash brown potatoes, thawed

½ cup of green onions, finely diced

4 strips of bacon, cooked and diced

4 eggs, beaten lightly

3 ½ tablespoons of flour

½ tablespoon of kosher salt

1 teaspoon of white pepper

2 teaspoons of Johnny's Seasoning

1 to 2 cups of vegetable oil (for frying)

**Directions**

In a large bowl, mix the thawed hash browns with the flour, kosher salt, white pepper and Johnny's Seasoning. Add the diced bacon and green onions to the bowl. Pour the beaten eggs over the top of the mixture and combine with your hands.

Divide the mixture into equal portions. Gently press the portions together in your hand to form a small cake or patty about ½" to ¾" thick.

In a non-stick frying pan or cast iron skillet warm the vegetable oil to a medium high heat. Carefully place the potato cakes into the oil and cook for approximately 2-4 minutes on each side or until golden brown.

Remove the cooked potato cakes from the oil and place them on a paper towel to rest before serving.



The potato cakes go great as a side dish for breakfast or with your favorite beef, chicken, pork or fish dinner.

Yields roughly 12 portions.

## February New Hires “Welcome to the Team”

Please welcome Jose Hernandez as MMI Dispatcher in Southern California. He will be reporting to Paul Tokuda, Dispatch/Customer Service Manager. Jose served our country in the U.S. Marine Corps for nine years, most recently as Staff Sergeant, Quality Assurance. His broad range of experience includes Collateral Duty Inspector and logistical support for daily operations and deployments. He also served two deployments in Iraq. We are delighted to have Jose join our HMS family of companies.

### **Harley Marine NY**

John Curtin—Tug Mate

### **Millennium Maritime**

Jose Hernandez—Dispatcher

### **Olympic Tug & Barge**

Allen Clark—Mate

### **Pacific Coast Maritime**

Timothy Tutiakoff—Deckhand

### **Starlight Marine**

Ross Saunders—Engineer/Deckhand

Josiah Layfield—Captain

(transferred from MMI)

Jason Lorenz—Captain

(transferred from MMI)



### **Starlight Marine Services**

Holger Emeneth—3/10

Bryan Wynn—3/14

Chris Ramos—3/21

### **Westoil Marine Services**

Giuseppe Logrande—3/3

Benedetto Baroncini—3/4

Patrick Speers—3/10

James Garvey—3/11

Demitri Palley—3/12

Louis Farillas—3/18

Michael Soskin—3/27

### **March Birthdays**

**Birthstone:** Aquamarine

**Flower:** Jonquil

### **Harley Marine NY**

Charles McCauley—3/13

James Rogers—3/14

Raymond Keevins—3/15

Kakhaber Kontselidze—3/24

Jean James—3/25

Joe Dady—3/27

### **Harley Marine Services**

Keith Barnes—3/17

### **Millennium Maritime**

Louis Mungaray—3/2

Paul Tokuda—3/11

### **Olympic Tug & Barge**

Bud Carley—3/4

Caleb Sheaffer—3/8

Stephen Berets—3/10

Thomas Seward—3/12

George Thoreson—3/15

Eric Fisher—3/17

Keith Anderson—3/22

Michael Everhart—3/28

Nathan Goode—3/28

Thomas Hoats—3/28

Thomas Ure—3/29

Steve Felton—3/30

### **Pacific Coast Maritime**

Paul Hanson—3/5

Timothy Tutiakoff—3/16

Mark Hurst—3/19

### **Public Service Marine**

Ian Fox—3/10

Ty Ammons—3/30

### **Pacific Terminal Services**

Larry Lamb—3/3

Q - Factor by Captain Jim Caspers  
Director of Quality Systems  
Harley Marine Services, Inc.

### **Announcing HMS Internal Audit Program**

One of the key components of a “Quality and Safety” Program is an internal audit program. These are literally self audits which are conducted by company employees. Harley Marine Services is a group of healthy growing companies and as our fleet grows so must the audit team. We will initially train some of the HMS Management Team as auditors and as we grow we would like to enhance the team with fleet personnel.

Including crew and management has the positive benefits of team building and gives ownership of the process to all. Safety and Quality must be inclusive. We all have a vested interest and all should have a voice. No one knows the task at hand better than those who do the work.

We will soon embark upon the 2008 audit season. Most of the tugs will receive an internal audit over the next three months. A typical QSM Internal Audit will require approximately four hour to complete, and will generally receive a week of advance notice. Don't be surprised to see an auditor trainee “in tow.”

A quality and safety audit is not an inspection but rather a sampling of the systems and processes delineated by the companies' safety management system. Our primary document for this is the Marine Operations Manual (MOM). The auditor will interview each crew member to see that they know how to find the policies and procedures in the MOM. The auditor will also be looking to see that system tools are being used and proper records of drills, training, maintenance and inspections are being generated. Some specific system tools are the Masters Review and the Nonconformity and Corrective Action Request. Another important aspect is document control. There should be no outdated documents, forms or publications aboard ship. A general inspection of the vessel will conclude the audit.

Should you have any questions, feel free to contact me. See you on the water!

#### **QSMS - Q & A**

##### **Will I be asked to show my Merchant Marine License or MMD?**

Yes, very likely.

##### **What sort of training certificates might the auditor request?**

First-Aid, CPR, HAZWOPER

##### **What ship documents are checked?**

All required ship documents and the ABS Safety Management Certificate, ABS Safety and Quality Certificate, HMS Safety and Environmental Protection Policy will be checked during an internal audit.

## February Employee of the Month

### **Gabe Cleope, Public Service Marine**

Gabe Cleope has been employed by PSMI for approximately five years, and is a very hard working, safe operator. Recently, Gabe has really stepped up and become a leader. From running the VRU to training new guys, he has become a real go-to guy. Thanks Gabe, keep it up.

### **Sal Manzella, Westoil Marine Services**

Sal Manzella is the Employee of the Month for Westoil Marine Services. Recently, Sal has been available to help on a lot of projects on the WMS barges and he is always willing to pitch in. He has been great at communicating problems and concerns to management, as well as helping with solutions. Thank you again Sal, for having a great attitude.

### **Brian Bamer, Rick LaBlond, Darren Streeter, Ritchie Vogel and Johnny Parckys, Olympic Tug & Barge**

The Olympic Tug & Barge employees for the month of February are Brian Bamer, Rick LaBlond, Darren Streeter, Ritchie Vogel and Johnny Parckys. These five individuals have all been instrumental in preparing the Olympic Scout for service. As the Olympic Scout was brought on line many challenges arose, the crew gave 110% and overcame every curve ball the boat could throw at them. Captain Brian Bamer and Mate Rick LaBlond have done an excellent job of preparing the wheelhouse and documents, keeping the crew's spirits up during this challenging project and making sure the vessel operates safely everyday. Engineer Darren Streeter is doing an incredible job of organizing and readying the engine room and assisting Gregg Nelson, Tom Appleton and Ben Latham with completing all of the engineering tasks to get the boat on line. Deckhand Ritchie Vogel and Deck/Tankerman Johnny Parckys have been on top of the organizing and cleaning of the Olympic Scout; both are always there to assist in any project and do so with great enthusiasm. The team at Olympic Tug & Barge thanks all of you for your hard work and perseverance in getting the Olympic Scout prepared for service this month.

### **Jordan May, Starlight Marine Services**

Captain Jordan May has demonstrated outstanding leadership skills over the past year as the Captain aboard the Z-5. Jordan has contributed greatly in the constant improvements aboard the Z-5 along with proving his leadership skills as a Master. Thank you for your hard work, Jordan.

### **Bob Johnston, Pacific Coast Maritime**

The PCM employee of the month is Bob Johnston. Bob has been the Deckhand/Crane Operator aboard the Gyrfalcon for nearly three years. Bob's ability to work in extreme adverse conditions operating the Manitowoc 4100 Series Vicon crane aboard the HML 240-2 is noteworthy. He has a fine touch for the controls and is extremely aware of what is going on around him and the crew while loading and discharging 40' containers on the barge. Bob is also a great shipmate, he is a true professional and we all thank him for the all he does.

**Congratulations to all of you, keep up the good work!**





*Olympic Tug & Barge, Marek Kaszewicz, brought his son, Xavier in to World Headquarters. He was quite the talker, he told us all about his Power Wheels jeep—he drives it really fast and “Papa” bought it for him for Christmas.*

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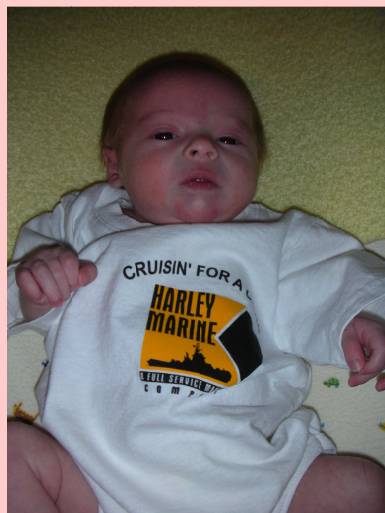
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## NEW BUNDLES OF JOY...



### ***Abigail Mary York***

**Birth date:** January 28, 2008

**Weight:** 6 lbs. 6 oz.

**Length:** 19 inches

**Proud Parents:** Derrick and Nicole York

Derrick works for Macquire Capital, one of our many finance providers. Abbie is his first born!

### ***Julie Catherine Cagle***

**Birth date:** February 15, 2008

**Weight:** 6 lbs. 9 oz.

**Length:** 19 inches

**Proud Parents:** Paul and  
Lindsey Cagle

Paul is the Deckhand/Engineer on the Gyrfalcon, Julie is his first born!

