On February 19th, Harley Marine Gulf (HMG) took delivery of the FIGHT A.L.S. tank barge. Constructed at Vigor Fab in Portland, Oregon, the 83,800 bbl. tank barge is now on its way to the Gulf via the Panama Canal. The barge is expected to arrive and be placed in service in late March. Paired with the BARRY SILVERTON tug, the two vessels form an Articulated Tug and Barge (ATB) unit. Managing the build and outfitting the barge took the support, dedication and teamwork of every department within Harley Marine Services. Thank you to the Harley Marine team for your commendable work. We wish the crew a safe voyage to the Gulf.

FIGHT A.L.S. is the third 83,800 bbl. ATB tank barge recently built for Harley Marine Services and joins sister barges DR. ROBERT J. BEALL and FIGHT FANCONI ANEMIA. The barges were designed by Elliott Bay Design Group. The FIGHT A.L.S. barge dimensions are: length: 422 ft., beam 76 ft. 8 in. and depth: 27 ft. The barge includes 12 separate cargo tanks and has the ability to pump cargo at 10,000 barrels per hour. A nitrogen-generating inert system is onboard. All pump and auxiliary engines are environmentally-friendly and meet Tier 3 standards.

The FIGHT A.L.S. will join HMG’s offshore fleet working the Gulf and East Coast transporting clean petroleum products, specifically gasoline and distillates.

“Our region is excited to receive the state-of-the-art ATB unit as it is more efficient than traditional tow wire barges and supports the company’s high standards for safety, quality and environmentally responsible operations” said Regional General Manager of the Gulf, Bill Taylor. “Our goal is that this is the first of a series of ATB units serving the Gulf region.”

The BARRY SILVERTON tug is named after Harley Marine Services’ board member Michael Silverton’s father who passed from Lou Gehrig’s disease (A.L.S.) and it is fitting that the tug is paired with the FIGHT A.L.S. barge. These vessel names reflect the charitable commitment of Harley Marine Services and the Franco family to find the cure for diseases that afflict many in the prime of their lives.
ISM Code and the Master’s Review

By Jim Flies, CSP

The International Safety Management (ISM) Code is the quintessential Safety Management System (SMS) used on the high seas. Currently, Harley Marine Services is in voluntary compliance with the ISM code under the authority of our certifying agency the American Bureau of Shipping (ABS). Once the proposed rulemaking Sub-Chapter M is approved, our SMS becomes mandatory.

One aspect of the ISM code that is rather unique is the Master’s Review of the Safety Management System. The ISM code requires that the Safety Management System is assessed for effectiveness by the master of the vessel being certified. We need a Master’s Review written aboard each vessel. The idea is that the Safety Management System is reviewed on every vessel. Each master has broad latitude on what to review. Some masters review the entire Safety Management System and give sweeping recommendations. Other masters focus on technical details and are very specific in their critique. At Harley Marine Services the expectation is that each master conduct a review and submits it on the Wheelhouse Management System. Some Master’s Reviews result in written policy and are entered into the Marine Operations Manual as a revision. Other Master’s Reviews are complimentary and express general approval of the SMS.

As a process, the Master’s Review is one of several methodologies used to ascertain the effectiveness and quality of the Safety Management System of Harley Marine Services. Additionally, the Annual Management Review, as well as external and internal audits also help inform Harley Marine management as to the success of the SMS.

How often should a Master’s Review be conducted?

The Captain and crew should review selected procedures in the MOM at least once a year.

Tip: During a safety meeting, choose a procedure in the MOM to review, especially one that is critical to your operations.

How should I complete the Master’s Review?

The Master’s Review form is located electronically in the Wheelhouse Management System.

What should I put in a Master’s Review?

You should include the document/procedure that was reviewed and your findings. Be sure to include information about the appropriateness of the procedure:

- Is it practical to your operations?
- Suggestions for improvement?

If you notice that the procedure(s) is inaccurate or inconsistent, be sure to also fill out an NCR/CAR form.
15 SMALL THINGS TO DO TODAY FOR A HEALTHIER HEART TOMORROW

Maintaining a healthy heart and body is easier than you may think. Doing just a few of these 15 things can give you a little boost every day!

- Drink Green Tea to boost your metabolism.
- Replace beef with organic chicken or seafood.
- Eat nuts or trail mix rather than reaching for a doughnut.
- Skip the second cup of coffee and have a glass of water.
- When stressed, enjoy a square of dark chocolate.
- Sip on a glass of red wine in the evening.
- Feeling stressed? Find a space to do a few yoga sequences.
- Finish your workout at least three hours before bedtime for a better sleep.
- Be body positive and give yourself some extra love!
- Set your alarm an hour earlier to make a workout part of your morning routine.
- Try biking to work a few days a week!

We sat down with Wir Smith, Harley Marine tech guru and daily bike commuter for some insight on biking to work.

When did you start biking to work?
“Consistently, I started biking to work in 2013.”

How many miles do you ride each day?
“Fifteen plus to work, and if I go the shorter route, twelve home.”

What benefits have you seen in yourself?
“I’m healthier and I weigh less!”

What are some essential pieces of gear, and how do you deal with rain?
“Staying warm and dry is essential, it really depends on how far you’re riding... personally, I don’t care about rain, I mean I’ve ridden in 28 degree weather.”

So you just deal with it? “Well, yeah.”

Do you have any tips for people who would like to start biking to work?
“My tip would be, nobody probably really wants to do it, but the benefits are always afterwards. And don’t over do it... people will do these things because they want to get in shape, but the reality is if you just take your time and do it you won’t hurt yourself and you will enjoy it.”

Thanks Wir for sitting down with us. We hope some better PNW weather makes your commute a little easier!

No Bake Chocolate Chip Cookie Dough Protein Bites!
Ingredients:
- 2 scoops vanilla protein powder
- 1 cup almond meal
- 1/2 cup almond butter
- 1/4 cup maple syrup
- 1/4 cup dairy-free mini chocolate chips

Prep:
Mix protein powder, almond meal, nut butter and maple syrup in a bowl. Should taste just like cookie dough!

Finally add chocolate chips and roll out dough between your hands. Should yield about 18 protein balls.

Pack a lunch to save money and calories.
- Clean and organize your desk or home for a boost of energy!
- Lay out your clothes and pack your gym bag the night before.
- Whip up homemade energy bites!

Quit Smoking!
Quitting is good for your heart, body and wallet. Contact HR or our healthcare provider for additional information on smoking cessation!
Automated External Defibrillation (AED)

By John Yoblonski

Sudden Cardiac Arrest occurs when the heart suddenly stops beating normally because of abnormal electrical activity of the heart.

The heart’s electrical system sends out signals that tell the heart to pump blood. In a normal person, this happens on a regular basis by causing the ventricles to squeeze together, or contract, until interrupted. If the heart is damaged by disease or injury, its electrical system can be disrupted. This can cause an abnormal heart rhythm thereby stopping the heart abruptly.

Automated External Defibrillators or AEDs are by far more influential on the survival rate of cardiac arrest patients than CPR (See Figure 1., Cardiac Survival Rate Comparison). Defibrillation is most effective immediately following a cardiac arrest episode. The average EMS response time is 11 minutes while brain damage generally occurs within the first five minutes.

This means having a public access AED readily available can be the difference between life and death—at Harley Marine Services we are on the cutting edge of AED deployment; first, by instituting an In-House Training Team that facilitates CPR/AED/Basic First Aid for all HMS personnel and second by placing state-of-the-art AED systems throughout our Tug and Barge Fleet and company facilities (see Figure 2., AED/First Aid box on 3rd Floor Galley at HMS Headquarters, Seattle).

Harley Marine Services regional CPR/AED/Basic First Aid trainers:

- Brian Brown—Houston
- Jon Hill—Houston
- Chuck Grabois—New York
- Rosie Chavez—Los Angeles/Long Beach
- Kevin Buffum—Portland
- Natalie Frank—Seattle
- Bowman Harvey—Seattle
- Jim Flies—Seattle
- John Yoblonski—Seattle
- Ravi Sekhon—Seattle

Note: Company First Aid Training is also available for all employees. Watch for emails in your region!
Sudden Cardiac Arrest is a leading cause of death in the United States, killing nearly 300,000 every year.

Sudden Cardiac Arrest can strike persons of any age, gender, race and health.

An Automated External Defibrillator (AED) is a device used to administer an electric shock and restore the heart’s normal rhythm.

Ventricular fibrillation (VF) is the abnormal heart rhythm that most often leads to sudden cardiac arrest. It is treatable with an AED.

The survival rate for Sudden Cardiac Arrest is less than 5%. This is due to limited AED accessibility.

If Sudden Cardiac Arrest victim receives defibrillation through an AED within the first minute, the survival rate is 90%.

For every minute that passes without defibrillation, survival decreases by 7 – 10%.

30% to 50% of Sudden Cardiac Arrest victims would survive if AED’s were used within five minutes.

If the AED determines the victim’s heart is in VF, the AED will recommend a defibrillating shock.

If a person does not need an AED shock, the AED will not deliver.

All AED devices have voice prompts, enabling untrained bystanders to easily administer therapy with an AED.

If a defibrillation is delayed by more than ten minutes, the survival rate is less than 5%.

Sudden Cardiac Arrest occurs most often in the home (57% - 75%); private residences are often unequipped with an AED.

AED Fun Facts:
Safety Corner

We Are All Leaders in Safety

By Rich Sofiye

Every one of us is a leader in safety. In our cars, we are sure to tell our occupants to buckle up. We change out the battery in our smoke alarms on an annual basis. We ensure our family’s safety when we lock doors and windows. We clean up spills on the kitchen floor to be sure no one slips and falls. Every day we reinforce a safety culture for our families and our children. We set an example.

It is the same safety culture that carries through to our workplace at Harley Marine. Reinforce that safety culture in all you do. Wear your safety gear, ensure power is turned off when working around electricity, remove flammable materials from possible ignition sources, stow equipment in a safe and secure area… there are many things we do to keep our workplaces safe.

Be a leader. Continue the safety culture and be a leader when safety hazards are recognized. If you recognize a safety hazard do not just correct the issue and move on. Correct the hazard, record it and bring it up at the first available opportunity. Speak about it and bring it up at a safety meeting. Your leadership in recognition and correction of a hazard may be a lessons learned for others that can be benefitted from ten-fold.

Hold yourself and others accountable. You are accountable to your fellow teammates ashore, you are accountable to your fellow crew members aboard, you are accountable to this company and ultimately you are accountable to your families to remain safe and to correct unsafe situations.

Harley Marine has a long history and culture of safety as the number one goal. Be a leader in safety and be sure to hold yourself and others accountable for safety!
“The proof is in the pudding” is the saying that most appropriately applies to the vessel and crew of the tug JUSTICE at Harley Marine New York. Mentoring is a tool that can be used for vessels or crewman who need extra support in achieving the Harley Marine operating standard.

Inversely, outstanding vessels and crew are ones where a culture of mentoring are strong amongst the crew. I spent a day aboard the JUSTICE for a vessel internal audit and found a crew that was well versed in everything from company policy, chart corrections and engine room maintenance all the way down to general house tidiness.

“It is just a daily responsibility every man has when they go to sea,” said Captain Jess Canterbury.

The crew I conversed with made it clear that the stewardship of the company’s equipment was a collective task and that task goes smoother when knowledge is fluidly exchanged amongst all hands. Although we had some cold weather in the North East during my visit, it didn’t stop the crew of the JUSTICE in performing on par.
Harley Marine Services has made the reduction of trash one of its many environmental objectives for the company. Every vessel is expected to comply with this policy in an effort to reduce the amount of refuse Americans send to landfills every year.

According to the Environmental Protection Agency (EPA), the United States has 3,091 active landfills and over 10,000 old municipal landfills. Every landfill liner eventually breaks down allowing leachate from waste to leak into groundwater. HMS prides its self on being a steward of our marine environment.

Part of that entails reducing landfill. The average boat in our fleet recycles around 100 lbs. of household material per month; that number increases significantly once industrial recycling is accounted for.

Our boats are doing their part and with both spring and Earth day right around the corner, HMS employees will once again be participating in our regional environmental cleanup projects.

If you have an idea you would like to explore or any suggestions for this year’s project please email us at green@harleymarine.com.

A Message to Our Readers

Going Green
With Harley Marine
Keep an Eye Out

By Lucy Franco

Eyes are the window to the soul. You should take good care of yours! Here are some tips straight from the digital lips of the National Eye Institute:

- **Eat food with supportive nutrients.** Orange-colored fruits and vegetables promote eye health. Try out carrots, leafy greens, eggs, citrus, berries, almonds, and salmon.

- **Quit smoking.** Smoking doubles your chances of developing cataracts. It triples your chances of developing macular degeneration. It quadruples your chances of going blind in old age.

- **Wear sunglasses.** As you know, sunglasses shield your eyes from harmful UV rays. Prolonged unprotected exposure to the sun’s rays is unhealthy.

- **Use safety eyewear.** Most eye-related injuries can be prevented by wearing goggles and protective gear.

- **Look away from the computer screen.** There is a condition you can develop from prolonged computer or cell phone use. Computer Vision Syndrome, sometimes known as Digital Eye Strain, can give you eyestrain, headaches, blurred vision, dry eyes, and neck and shoulder pain.

- **Visit your eye doctor regularly.** A lot of eye conditions go untreated because they are often never diagnosed. Preventative checkups can help catch something before it gets out of hand.

If possible, learn about your family’s eye health history. It can give you an idea of what you are at risk for. For example, my grandmother has macular degeneration, which causes loss in the center of the field of vision.

There are also hereditary ocular diseases, such as retinal degeneration and glaucoma. Women really need to monitor their eyes—especially later in life. Women are more likely than men to have glaucoma, and for some reason, they are 24% less likely to be treated.

Eye injuries are all too common. 44% of eye injuries occur in or around the home (most often during home improvement projects). This makes protective eyewear a really good investment! Safety ware can prevent almost every eye-related injury. Make sure rugs and mats are slip-proof and cushion sharp corners and edges of furnishings and home fixtures.

**Harley Marine Benefit Plan**

If you are enrolled in our Harley Marine Healthcare plan, you are eligible for a **free** eye exam annually, and up to **$200** worth of prescription eyewear. Find out more from HR.
DALE R LINDSEY

Here are a few photos of DALE R LINDSEY, HMS’ new 95’ ATB tug under construction at Vigor Shipyard in Seattle. The DALE R LINDSEY is expected to be delivered in late April and will be paired with the barge PETRO MARINER in Southeast Alaska.

Escorting the CMA CGM BENJAMIN FRANKLIN

On Thursday, February 25th, the AHBRA FRANCO, along with the Z-3 and Z-4 escorted one of the largest container ships, CMA CGM BENJAMIN FRANKLIN, into the Port of Oakland.
Did you know… March is PASTA Month?!

While pasta dishes are known for being full of carbs and rich sauces, there are ways to make pasta into a healthy and nutritious meal! Try out the recipes on this page for delicious and nutritious pasta!

**Whole-Grain Pasta with Fresh Tomato Sauce**

- 12 ounces whole grain pasta
- 1½ lb beefsteak tomatoes, quartered
- 2 tbsp extra-virgin olive oil
- 1 clove garlic, chopped
- Kosher salt and black pepper
- ½ cup fresh chopped basil
- ½ cup grated parmesan

*Instructions:*
- Puree the tomatoes, garlic, oil, ½ tsp salt, ½ tsp pepper
- Cook the pasta according to the package directions. Drain the pasta and return to the pot
- Toss the pasta with the tomato sauce and half the basil
- Serve sprinkled with parmesan and the remaining basil just before serving

**Whole-Grain Pasta with Salmon, Spinach, and Olives**

- ½ pound whole grain pasta
- 2 tsp canola oil
- 2 leeks halved and sliced
- kosher salt and black pepper
- 6 oz pieces of skinless salmon filet
- 1 bunch flat leaf spinach, thick stems removed
- ¼ cup green olives, slivered
- 1 tbsp fresh lemon juice

*Instructions:*
- Heat the oil in a nonstick skillet over medium-high heat
- Add leeks, season with 1/4 tsp of salt and pepper, and cook until beginning to soften, 3-5 minutes
- Push the leeks to one side of the pan. Add the salmon, cover and cook until opaque throughout (2-5 minutes each side)
- Flake the salmon
- Cook the pasta according to package directions. Reserve 1/4 cup of the cooking water. Drain the pasta and return to pot.
- Cover the pasta with leeks, salmon, spinach, olives, lemon juice and pasta water and toss.
Goal Achievement Celebration

In celebration of hitting our business goal, Harley Marine had a victory lunch catered by Dante’s Dogs and Burgers on Monday, February 8th. CEO, Harley Franco, encouraged everyone to “bring their appetite” and reward themselves for all their hard work.

Healthy Snack Wellness Event

On Tuesday, February 23rd, a Healthy Snack Wellness Event was held at the Harley Marine World Headquarters in Seattle. There were demonstrations on how to create protein balls, kale chips, and DIY trail mix bags. This was done in hopes of promoting healthy snacking options for our employees and their family members at home.
Golf season is quickly approaching, get geared up at

Harley Marine Outfitters

Men’s Polo Shirts
$28

Men’s Wool Tam
$29

Backpack
$75

Men’s Nike Belt
$57

www.harleymarine.com/store
**401(k) Plan Open Enrollment**

401(k) is our company-sponsored retirement plan. The plan consists of two components: employee contributions through payroll deduction and a company match. Contributions can be directed to a variety of investment options and may be made either before tax, after tax (Roth option) or through a combination of the two. The plan documents provide all the plan details.

Whether retirement is far away or just a few years away, it is important to set goals, put a plan in place and to start saving for retirement today. Saving on a regular basis with a well thought out investment plan will assist you in meeting the goals you set for yourself as you build a nest egg for your retirement. Now is a good time to consider increasing your deferral (contribution) amount or enrolling in the plan if you are not currently participating.

**Education**

The stock market has been acting as a roller coaster in 2016 and this can be unsettling. Your investment roadmap should take into consideration your investment time horizon and risk tolerance. Investment assistance is available and you should seek guidance before making significant changes to your 401(k) plan investments. Kibble and Prentice, our plan advisors, can assist you with your 401(k). An investment advisor can answer your 401(k) questions and advise you on setting up or modifying an investment plan. Please feel free to contact Kibble and Prentice at 888-GET-401K (888-438-4015) enter *0 and ask for an investment advisor.

**Quarterly Open Enrollment Period for April 2015**

Human Resources recently mailed out packets to new employees, including all necessary forms. For those currently participating and/or eligible employees, the 401(k) informational packets can be located on the PAF system (Employee Forms tab), including deferral and beneficiary forms. The packets include updated educational material and information regarding investment options.

Please remember open enrollment is the only time you can change your deferral amount. You may change your investment elections anytime online at www.moranknobel.com. The deadline for returning forms to your local HR representative is Monday, March 28, 2016. Due to administrative constraints, any forms turned in after the deadline will not be processed and you will have to enroll during the next open enrollment in July 2016. For additional information or questions on the 401(k) plan, please contact your HR Representative anytime at 206-628-0051.

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**Administrative Questions**

If you have questions regarding your quarterly statement, participant website, or plan provisions, please contact your plan administrator:

Moran Knobel  
www.moranknobel.com  
(425) 451-9389  
1-800-451-9389

**Investment Questions**

If you have questions or need guidance with the fund options in your retirement plan, please contact a plan investment advisor:

Kibble & Prentice  
888-GET-401K  
888-438-4015

**Plan Eligibility**

You are eligible to enter your retirement plan if you are a non-union employee, age 18 or older, and have completed 3 months of service.

Note: Union members (except employees of Starlight Marine Services and Harley Marine New York) and non-resident aliens are excluded from the company 401(k) plan.
### March Birthdays

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<tr>
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<th>Westoil Marine Services</th>
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### March Anniversaries

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<td>Romolo Dicesare, 2</td>
<td>Brian Shea, 8</td>
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<tr>
<td>Daniel Oxford, 1</td>
<td>Richard Sheldon, 8</td>
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<td></td>
<td>Charlotte Koskelin, 6</td>
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### New Hires

<table>
<thead>
<tr>
<th>Harley Marine Gulf</th>
<th>Harley Marine Services</th>
<th>Millennium Maritime Inc.</th>
<th>Starlight Marine Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Craig Charpentier</td>
<td>Lorine Nuzum</td>
<td>Mindy Tyler</td>
<td>Alexander Collins</td>
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<td>Timmy Istre</td>
<td>Natalie Marchuk</td>
<td>Benjamin Kotin</td>
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<td>Matthew Nielsen</td>
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Payroll Calendar

Pay-period ending: 2/29/16
Pay-date: 3/7/16

Pay-period ending: 3/15/16 (Pay-date: 3/22/16)

Employee Deadlines:
- Employee due date to submit planned PAF’s (Vacation/PTO): 3/09/16
- Employee due date to submit unplanned PAF’s (bereavement/sick): ASAP or 3/15/16
- Any PAF’s/travel time, etc. not approved by your supervisor(s) and received by the payroll department by 10AM PST on 3/16/16, will be included on the 4/07/16 paycheck.
- Please allow (up to) two days for bank processing.
- If you have questions on your paystub, please contact your supervisor.

Manager/Dispatch Deadlines:
- Approve dispatch logs: Daily (all entries must be out of “Dispatch/Supervisor Approval” by end of day on 3/16/16)
- Approve PAF’s: Daily. (Deadline for inclusion in payroll is 3/16/16 10AM PST)

Pay-period ending: 3/31/16 (Pay-date: 4/07/16)

Employee Deadlines:
- Employee due date to submit planned PAF’s (Vacation/PTO): 3/25/16
- Employee due date to submit unplanned PAF’s (bereavement/sick): ASAP or 3/31/16
- Any PAF’s/travel time, etc. not approved by your supervisor(s) and received by the payroll department by 10AM PST on 4/01/16, will be included on the 4/22/16 paycheck.
- Please allow (up to) two days for bank processing.
- If you have questions on your paystub, please contact your supervisor.

Manager/Dispatch Deadlines:
- Approve dispatch logs: Daily (all entries must be out of “Dispatch/Supervisor Approval” by end of day on 4/01/16)
- Approve PAF’s: Daily. (Deadline for inclusion in payroll is 4/01/16 10AM PST)
EMPLOYEES OF THE MONTH

Harley Marine New York would like to recognize Captain Jesse Canterbury as the Employee of the Month. Captain Canterbury went above and beyond to assist with the delivery of the tug ANDREA and the barge EMS 2606 from the Enterprise fleet in Berg, LA, to HMNY. He came in on his off time, oversaw final outfitting, and served as HMS representative and captain during the two-week transit up the coast. Captain Jesse Canterbury currently leads the crew of the tug JUSTICE/barge BRYANT SEA in the Delaware and Chesapeake bays. He is always a team player and is dedicated to the HMNY and HMS values of safety and accountability. Thank you Captain Canterbury for all your hard work.

Harley Marine Gulf would like to recognize Charles Wayne Bishop, Vessel Engineer, as the Employee of the Month. Charles’s achievement is the result of his hard work, a positive attitude toward work responsibilities, co-workers, and customers, and serves as a role model for others. Charles started with us May of 2014 and his commitment to quality in carrying out job tasks goes above and beyond the call of duty, he is an asset to Harley Marine Gulf. We appreciate all you do, thank you!

Starlight Marine Services would like to recognize Jonah Petrick as the Employee of the Month. Jonah always turns to and helps out wherever needed. He helped a great deal in getting our emergency tow gear in order and ready for deployment. Jonah is an integral part of our team and we really appreciate his hard work.

Olympic Tug and Barge would like to recognize Roy Morris, shoreside tankerman, as the Employee of the Month. Roy worked long and hard to acquire the skills and knowledge required to be a tankerman PIC. Roy took very little personal time off during his training consequently becoming one of OTB’s quickest qualifying PICs. Since becoming a qualified PIC Roy has quickly expanded his repertoire of barges that he is qualified to PIC. He is always ready, willing and able to work, whether it be responding day and night to PIC needs on OTB PNW barges, or responding to OTB coastal needs up and down the west coast. Roy brings a strong work ethic with him every time he responds, and is one of our most respected professional tankermen at OTB. Thank you Roy, keep up the great work!

Westoil Marine Services would like to recognize PIC Jason Musgrave as the Employee of the Month. Jason exhibits a can do enthusiasm whenever he is called upon and helps out with anything that is asked of him. Whether it’s coming in for an extra barge shift or undertaking a complicated task we can always count on him showing up with a great attitude and an eagerness to share his experience and knowledge with his coworkers. Thanks Jason for all you do!
Photo of the Month

Taken outside of HMS WHQ on Friday, February 12 after a rainy day by Dispatcher Ernie Ramos.

Harley Marine Services
A Full Service Maritime Company
www.harleymarine.com

HARLEY MARINE OUTFITTERS
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