

1.0 Purpose:

The purpose of this document is to ensure effective processes are in place when a vessel wants to undertake “Special Work at the Nassau Cruise Port facility.

2.0 Responsibility:

The Operations Manager is responsible for ensuring that the following procedures are complied with.

3.0 Procedure:

Special work – is defined as any repairs related to the maintenance of a vessel that falls outside of the daily maintenance activities. These may include:

- Underwater works.
- Crane operations.

Special work requirements:

- Cruise Lines, yacht captains, and/or agents are required to send a request to Operations.
- Operations must review all activities scheduled to approve or deny the proposed special work.
- Operations must notify the cruise line, yacht captain, and/or agent of the decision via email.
- If approved, Operations must notify Security of the approved activity.
- Operations must also supervise the activity for safety and billing purposes.