

LIMITATIONS APPLYING (IF ANY)

CAPACITY

- Advanced Firefighting
- Basic Safety Training

Ref Num: [REDACTED]

Serial Num: [REDACTED]

The tenth holder of this credential.

**KEITH WILLIAM GRiffin**

as endorsed below, is entitled under Title 46 (Shipping) U.S. Code to serve in the capacity of Engineer in accordance with the following conditions:

CAPACITY

- Chief Engineer (Limited-Near Coastal)
- First Assistant Engineer
- Second Assistant Engineer
- Designated Duty Engineer
- Any Unit Engine Rig

Ref Num: [REDACTED]

Serial Num: [REDACTED]

LIMITATIONS APPLY (IF ANY)

- Of Motor or Gas Turbine Vessels Of Any Horsepower
- Of Steam or Gas Turbine Vessels Of Any Horsepower
- Of Motor Vessels Of Any Horsepower
- Of Motor or Gas Turbine Vessels Of Any Horsepower

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**TOTE SERVICES, INC.**  
**SHIP'S OFFICER EVALUATION / PERFORMANCE REPORT**

Licensed Deck Officers: This form is to be completed by the Master on all: Licensed Deck Officers, the Radio Officer (as applicable) and Steward whenever that individual is detached for any reason.

Licensed Engine Officers: This form is to be completed by the Chief Engineer on all Licensed Engineering Officers, whenever an officer is detached for any reason.

Vessel: S.S. El Faro Date: 01/12/15  
 Name of Individual: Keith Griffin Rating: 1AE  
 Reporting Period - From: 03/24/15 To: 05/19/15

Check a box for Each Question	Excellent	Very Good	Good	Fair	Poor	Not Observed/NA
Cooperation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership - Ability to work with crew	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attention to Assigned Duties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Willingness to Assume Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Watchstanding Ability - At Sea	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Watchstanding Ability - In Port	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cargo Handling Ability (Deck Officer)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mechanical Ability (Engineering Officer)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of Ship's Equipment/Automation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of TSI Policy & Procedures	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal Conduct & Appearance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

("Good" is to be used to describe an individual who is capable of performing his/her assigned duties under normal and routine circumstances aboard this particular vessel.)

Remarks: Mr. Griffin needs to work on his communications skills. He often acts without thinking in order to complete the job, but at the supervisors position greater attention to details is needed.

(If additional space is required, use reverse side.)

What positive qualities have you noted with his/her performance? This was Mr. Griffin's first trip as First Assistant Engineer. A learning curve is expected, but he needs to lead by example.

In what areas does the supervisor feel that improvement can / should be made? Mr. Griffin needs to have a better focus of the jobs and management of people and time. A greater work ethic is needed, less delegation and more attention to the details. Mr. Griffin's work ethic was lacking in certain areas.

Have you discussed these areas with him/her?  Yes  No

If "No", specify reasons why no discussion has taken place. \_\_\_\_\_

What measures have you taken to help him/her improve? I continually met with Mr. Griffin and offered advice on situations. Often times a defensive stand was taken on his part which made communication difficult.

Do you recommend this individual for re-assignment to this vessel?  Yes  No

If "No", please specify reason(s). (Attach any mid-term evaluations or letters of warning that pertain to your answer).

Date Received: 6-30-15

Reviewed By: \_\_\_\_\_

Richard Pusatere  
Reporting Officer

Keith Griffin  
Crewmember (PRINT / SIGN)

Michael Davidson  
Master (PRINT / SIGN)  
(\*Or person in charge of the vessel)

- NOTES: 1. This document is intended for confidential office use only. 2. Crewmember comments may be placed on the reverse of this page.  
3. The Crewmember is entitled to a copy of the completed & signed form. 4. When completed, a copy is to be sent to TSI Attn: Personnel Dept.

# TOTE SERVICES, INC.

## SHIP'S OFFICER EVALUATION / PERFORMANCE REPORT

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**Licensed Engine Officers:** This form is to be completed by the Chief Engineer on all Licensed Engineering Officers, whenever an officer is detached for any reason.

**Vessel:** S.S. El Faro **Date:** 01/12/15

**Name of Individual:** Keith Griffin **Rating:** 2AE

**Reporting Period - From:** 12/12/15 **To:** 01/13/15

Check a box for Each Question	Excellent	Very Good	Good	Fair	Poor	Not Observed/NA
Cooperation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership - Ability to work with crew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attention to Assigned Duties	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Willingness to Assume Responsibility	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Watchstanding Ability - At Sea	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Cargo Handling Ability (Deck Officer)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mechanical Ability (Engineering Officer)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of Ship's Equipment/Automaiton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of TSI Policy & Procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal Conduct & Appearance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

("Good" is to be used to describe an individual who is capable of performing his/her assigned duties under normal and routine circumstances aboard this particular vessel.)

**Remarks:** Mr. Griffin has shown he is ready and capable to sail at a higher position and take on more responsibility.

(If additional space is required, use reverse side.)

**What positive qualities have you noted with his/her performance?** Mr. Griffin seamlessly filled in and did the 2AE job with minimal help and guidance. He has been a tremendous asset this trip, showing new personnel around and still maintaining all his responsible equipment.

**In what areas does the supervisor feel that improvement can / should be made?** Make use of the courses offered at the AMO STAR Center.

Have you discussed these areas with him/her?  Yes  No

If "No", specify reasons why no discussion has taken place. \_\_\_\_\_

**What measures have you taken to help him/her improve?** I have always made myself available to answer any questions Mr. Griffin may have.

Do you recommend this individual for re-assignment to this vessel?  Yes  No

If "No", please specify reason(s). (Attach any mid-term evaluations or letters of warning that pertain to your answer). \_\_\_\_\_

**Date Received:** 1-30-15

**Reviewed By:** \_\_\_\_\_

Richard Pusatere  
Reporting Officer (PRINT / SIGN)

Keith Griffin  
Crewmember (PRINT / SIGN)

Michael Davidson  
Master  
(\*Or person in charge of the vessel)

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