

Manual Section 5	Issue Date 03/17/10	Revision Date 01/15/26	Policy Number LLCP-046
	Helicopter Safety		

Purpose

Information listed in this document is intended to provide employees with general safe practices regarding helicopter travel. Further information shall be provided during orientation at the heliport.

Scope

All GIS Holdings, LLC Companies and affiliates including, Blanchard Industrial, LLC, GIS Engineering, LLC, Grand Isle Shipyard, LLC., GWIS, Mack Steel, NuWave, Valvemax, Discovery Industries, Inc., Global Inspections, LLC, and EIS, hereafter identified as “Company”.

General

- Prior to the helicopter landing a quick check shall be performed by a competent person to ensure that all personal gear in the vicinity of helicopter operations are properly stowed inside a bag or container.
- All passengers will be escorted by a competent person while on the helideck. The competent person will be an HLO or a member of the flight crew.
- Passengers shall inform the pilot or dispatcher if it is their first time on a helicopter or on a helicopter of this type so appropriate briefing will be performed.
- If personal protective equipment is required to be worn in or around helicopter operations, the personal protective equipment must be secured to the individual by an approved strap or method.
- On all over-water flights, it is required that all personnel shall securely wear inflatable life jackets. After landing, place the jacket on the seat, folded properly and not on the floor of the helicopter. Help take care of these jackets. They could save a life.
- Always wait until the pilot has made visual contact and signaled before approaching or disembarking. Remain in the pilot’s view at all times. Always approach in a stooped position and at a 45 degree angle (i.e. from the side of the aircraft). Persons who must go around the front shall stay close to the nose of the aircraft and avoid the Pitot tube for it can be hot and can cause severe burns.
- Always avoid the tail rotor. Never walk beyond the baggage compartment or under the tail boom. Always stay in the pilot’s view.
- Seat belts are to be worn at all times in flight and until the pilot gives his/her approval for disembarkment. Moving around or changing seats in flight is not permitted. Hearing protection shall be worn during all flights.
- Do not throw anything out of the windows of the helicopter.
- Emergency exits are marked with operational instructions. These exits are for emergency use only. Do not use these exits until notified to do so by the pilot.
- In addition to life rafts, other survival equipment is located on board each aircraft. The pilot is trained in the use of this equipment and will direct passengers in the use of each item.
- Portable fire extinguishers are available on each helicopter. Again, the pilot will advise of use if necessary.
- After landing, place the seat belts on the seat and assure that they are not hanging out of the helicopter door.
- Close the door firmly – do not slam. Be aware and cautious of high winds, as they could injure you or damage the door when opening.
- Assure the baggage compartment door is securely fastened to prevent opening in flight.
- Inform the pilot when cargo other than baggage is loaded. Cargo should never be loaded in the baggage compartment without the pilot’s approval.

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- Loose objects on the heliports or in the helicopter's landing area can be picked up and blown causing equipment damage or personal injury.
- Hard hats shall not be worn when approaching or departing the helicopter. Do not chase any items that may blow away during your approach or departure.
- Exercise good conduct at all times. Horseplay is not permitted. In the event of an emergency landing, remain seated with your seat belt fastened securely. The pilot will furnish all necessary evacuation instructions if it becomes necessary to abandon the aircraft.
- Never inflate your life vest or the inflatable raft while inside the helicopter.
- There will be no smoking or the use of cell phones in or around any helicopter operations. All cell phones carried onboard a helicopter must be switched to the "off" position.