



## Welcome Aboard!

Since its formation in 1913, The Interlake Steamship Company has been one of the largest US-flag bulk freighter fleets on the Great Lakes. Today's fleet family also includes Lake Shipping Company, Inc., and Interlake Leasing III. Our modern, versatile, self-unloading ships and tug-barge unit deliver taconite (iron ore) pellets, coal, limestone, grain, and other dry bulk cargoes to customers in the steel manufacturing, power generation, construction, and other heavy industries. Our vessels trade primarily on Lake Superior, Michigan, Huron, and Erie. All but two of our vessels are too large to transit the Welland Canal to Lake Ontario.

We're happy that you can be our guest and hope that the following information will help you enjoy your trip. **Please take a few moments to look over this booklet and familiarize yourself with its contents.**

If you have any questions, please ask. We're sure you'll find the ship's personnel helpful and willing to answer your questions. You can also call our office at 330-659-1400 and ask for the Marine Traffic Department.

## SAFETY

Safety of people, cargo, and the ship itself is of paramount importance.

You will be shown the location of your life jacket, survival suit and lifeboat station, as well as the ship's general routine. Our vessels are designed for efficient cargo carriage. Because of our concern for your comfort and safety, we ask that you comply with these general rules:

### Shipboard Safety:

- Wear appropriate, comfortable clothing and shoes.
- Do not walk over or under mooring cables. Walk on the side of the ship that is away from the dock.
- Walk on the side of the ship opposite the one being loaded or unloaded.
- Stay clear of open hatches.
- Always use two hands on stairway and ladder handrails. Only one person at a time may use the boarding ladder.
- Don't sit or lean on railings.
- Watch out for loose cargo on deck. Stay off the deck when it is being hosed down.
- In case of fire, injury, or medical emergency, notify the pilot house immediately.
- Don't smoke when the vessel is fueling, in conveyor spaces, or near open hatches in the presence of a coal cargo. (See *Smoking* section.)
- If you would like to tour the ship, ask the Captain, who will be happy to arrange it. Please do not take an unguided tour of the ship. (See *Vessel Tours* section.)
- Wear a hard hat when on deck during loading or unloading. When touring the engine room, use ear protection and wear safety glasses around possible airborne hazards. Protective gear will be supplied for use.

### Dock Safety

- **It is imperative that you do not cross or even set foot on dock property**, unless:
  - You have an escort from the vessel who possesses a "Transportation Worker Identification Credential" (TWIC Card) and
  - Approval from the Vessel's Captain to do so.

**VIOLATIONS ARE REPORTABLE TO THE DEPARTMENT OF HOMELAND SECURITY AND MAY SUBJECT INTERLAKE STEAMSHIP COMPANY AND/OR ITS CUSTOMER TO SEVERE FEDERAL PENALTIES AND FINES.**

- Under rules promulgated and enforced by the Department of Homeland Security you may be subjected to random searches of your person and luggage when crossing these docks.
- Wear a hard hat when loading or unloading is in progress.
- You and your party will be required to sign a Guest Release form before you sail, releasing The Interlake Steamship Company from liability arising out of your trip.
- Take your time and use common sense. If in doubt about a safety matter, ask a ship's officer.

**Remember – Your safety is our concern, but your responsibility.**

## VESSEL SCHEDULING

Scheduling of vessel cargoes is determined by the raw material requirements of our customers. Every effort is made to keep guests advised of current schedules and changes. *Please keep in close contact with the sponsor of your trip and/or Interlake's Marine Traffic Department (330-659-1400).*

Due to customer demand, trips sometimes do not end in the same port as they began. We will try to avoid this, but cannot guarantee the loading port or unloading port will remain definite. Should this occur, we will assist with return travel arrangements but will not compensate guests for additional travel expenses.

**Be diligent in making your expected arrival time at the ship.**

Advise us as soon as possible if you are unable to make the trip.

## GUEST RESTRICTIONS

The number of guests permitted per vessel depends upon the guest accommodations available on each ship.

All guests must be 18 years or older and in good health.

It is often necessary to board our commercial vessels by way of a 45 foot aluminum "Fireman Type" ladder. The ability to negotiate this ladder is mandatory. For safety purposes, Interlake reserves the right to deny passage to anyone who cannot fulfill this requirement.

For Homeland Security purposes, each guest will be required to have a **CURRENT PASSPORT to board and travel aboard the vessel.**

When you come aboard, each guest must sign a Guest Pass and Release.

## CLOTHING

The uniform for the day is casual. Please travel light and informally. No high heels or opened toed shoes are permitted.

All kinds of weather may be encountered. Occasional cool days may require a sweater or heavier clothing. Rainwear is advisable, but bring your sunglasses too.

Boarding a vessel can be a dusty experience; expect that the clothes you wear may be soiled.

## WHAT TO BRING

Be sure to bring a camera or video recorder. The Great Lakes offer breathtaking scenery, a variety of weather conditions, and interesting activity such as passage through the Soo Locks.

During quieter times, you may wish to catch up on your reading, watch a movie, or listen to music. There is also a variety of card and board games available for use.

Bed linens, towels and bar soap are provided. You need to bring other personal care items.

## LUGGAGE

1. The mate on watch will arrange to have your luggage taken aboard and show you to your quarters.

## MEALS

Shipboard meals on the Great Lakes are legendary for their quality and quantity, and we know you will enjoy them! Please advise the trip coordinator in the Marketing and Marine Traffic division of any food allergies or dietary restrictions you may have. We will do our best to accommodate special dietary requirements.

Please observe the posted meal time schedule. Guests will be served breakfast, lunch, and dinner in the officers' dining room.

The guest pantry is stocked with a variety of snacks and beverages. Feel free to make yourself at home while aboard.

## ALCOHOLIC BEVERAGES

No alcoholic beverages will be provided by Interlake Steamship Company. Guests may bring their own alcoholic beverages. However, some docks do not allow alcohol to be transported across their property. Please check with Interlake's trip coordinator for further information.

Soft drinks and mixes will be provided by Interlake Steamship Company.

## **CONSUMPTION OF ALCOHOLIC BEVERAGES IS RESTRICTED TO GUESTS AND CONFINED TO THE GUEST AREAS ONLY.**

### **SMOKING**

Smoking is prohibited in all of the enclosed areas aboard Interlake vessels, without exception. This includes common work areas, staterooms, lounges, conference and meeting rooms. The only designated smoking area approved by the Interlake Steamship Company is outdoors, as permitted. No smoking is allowed in the vicinity when a vessel is either loading or unloading. Other restrictions may apply.

An appropriate receptacle will be provided. Please use this to dispose of your remains. This helps to keep a neat and clean environment for all employees, guests and visiting customers.

### **PILOT HOUSE**

Because of the tremendous responsibility on our officers to navigate the ship safely and efficiently, permission to visit the pilot house is solely at the discretion of the Captain. Please ask. The number of persons permitted in the pilot house while at sea is restricted by regulations.

Normally, guests are not permitted in the pilot house when arriving or departing a dock, while transiting the Soo Locks, when maneuvering in restricted waters, or during periods of fog.

### **ENGINE ROOM**

Because of the amount of moving machinery and tremendous responsibility on the engineer on watch to respond to commands from the pilot house, permission to visit the engine room is solely at the discretion of the Chief Engineer.

Normally, guests are not permitted in the engine room when maneuvering in restricted waters.

### **VESSEL TOURS**

It's generally accepted courtesy that you do not interfere with the ship's routine work. For your safety and protection, certain areas of the vessel are off limits to guests unless accompanied by a ship's officer or assigned crew member. These areas include the pilot house, engine room, galley work area, crew's quarters, and self-unloading equipment spaces. Tours

of these areas may be arranged with the Captain, Chief Engineer, or Chief Cook. Please ask.

## **SHIP TO SHORE COMMUNICATION**

All Interlake vessels are equipped with cellular telephone and satellite telephone communication equipment, as well as ship-to-shore marine band radio communication equipment. These tools aid in navigation, provide communication, and help conduct ship's business. In the absence of a personal cellular phone, if it should become necessary to contact your home or office, arrangements may be made with the Captain.

**Guests are encouraged to bring their own cellular telephones. While there may be some dead zones, coverage is usually available in most areas.**

In the event of an emergency, your home or office can get in touch with you by contacting Interlake's Marine Traffic Department (330-659-1400). Night and weekend telephone numbers and duty schedules can be obtained by calling during normal business hours.

## **WAKE UP CALLS**

During your trip, passage through the Soo Locks, port arrival, or other points of interest may occur at night or during early morning. If you wish to be awakened, please notify the mate on watch, who will arrange to have the watchman call you.

## **IN PORT TIME**

**Do not leave the ship unless authorized to do so. (See Dock Safety)**

Please keep your doors and windows closed during load and unloading.

## **GRATUITIES**

Crew members are compensated for any extra duties they perform, including those assisting guests. Therefore, we ask that you observe our No Tipping policy.

## **PERSONNEL**

We feel our ships are manned by the most qualified, professional crew members on the Great Lakes and believe you will share our pride in them when your trip is completed.

The total crew complement varies depending on the particular ship, but is usually 22 or 23. The crew is organized into three departments commanded by the vessel's Captain:

- The **Deck Department**, responsible for navigation, docking and undocking, loading and unloading cargo, and deck maintenance.
- The **Engine Department**, responsible for operation and maintenance of the vessel's main propulsion system, electric generating, refrigeration, and other service systems, the self-unloading system, and certain deck and pilot house equipment.
- The **Galley Department**, responsible for preparing three meals per day, night lunch, galley cleaning, and ship's linen.

Remember that the ship is the crew's home. Do not slam doors or drag deck chairs, since crew members are sleeping at all hours.

## **ABOUT OUR SHIPS**

Each ship is a self-contained floating city. It generates the power to provide propulsion and to meet the electrical, refrigeration, sewage treatment, water, food, and other needs of the crew members who call the vessel home.