



CHEMICAL DISTRIBUTION INSTITUTE

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CDI: New Crew Matrix & HVPQ email alerts for Ship Operators

For the attention of all CDI Marine Ship Operator & Chemical Company participants;

CDI is pleased to announce a new functionality for Ship operators participating in CDI-Marine to remind them about updating their Crew Matrix and HVPQ in the CDI-Marine database.

To assist ship operators in ensuring their crew matrix and HVPQ are up to date, a new function has been built into the CDI Marine database which a ship operator will have access too when logging into their CDI-Marine account

This is a new “email alert button” which is included on the “Ships and Reports” page, see Ship Operator page screen shot below

IMO	Ship Name	C/G	Ship Operator	VPO	Crew Matrix	In Progr.	Active	Arch.	Last Inspected
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Clicking this new “E-mail alerts” button will open a new page, in where the ship operator can voluntarily manage their own e-mail alert reminders :

The e-mail alerts will be set for the whole ship operator’s fleet. The following e-mail alerts will be available:

- *E-mail alert to update the crew matrixes for the ship operator’s fleet*
- *E-mail alert to update the HVPQs for the ship operator’s fleet*

The ship operator will be able to select the time frequency of the e-mail alerts:

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REGISTERED OFFICE: ST MARTINS HOUSE BUSINESS CENTRE, OCKHAM ROAD SOUTH, EAST HORSLEY, SURREY. KT24 6RX, U.K.

- 1 month / 2 months / 3 months after the last update of the specific crew matrix and / or HVPQ.
- The ship operator can enter a comma to separate numerous lists of Ship operator recipient e-mail addresses to include multiple email addresses if they wish.
- The alerts will be combined in one single automatic e-mail, for example when multiple HVPQs and Crew Matrices of the ship operator expire on the same date.
- However, separate automatic e-mails will be sent, when the HVPQs / crew matrixes expire on different dates.
- The automatic e-mails will be repeated monthly (until the ship operator updates the crew matrix and/or HVPQ or at unsubscribing to the e-mail alerts): See screen shot below

E-mail Alerts

We (<name of operator>) would like to receive the following email alerts for all ships in our fleet.

By voluntarily entering our email address we agree to CDI's "Data Protection Policy" which is available to view of CDI's web site.

Save

Please send to the following email addresses:
(You can enter a list of email addresses in each field, separate them with a comma)

Remind us to update the crew matrixes for our fleet:

▼
 1 month
 2 months
 3 months

after the last update of the specific crew matrix to the following addresses:
 mail@example.com , other@example.com

Remind us to update the HVPQs for our fleet:

▼
 1 month
 2 months
 3 months

after the last update of the specific HVPQ to the following addresses:
 mail@example.com , other@example.com

Capt Howard Snaith
General Manager



Certificate No. FM66807

The Members of the Chemical Distribution Institute:

Atlantic Methanol; Asahi Kasei Chemicals Corporation; Agility Chemical; Akzo Nobel Industrial Chemicals; Americas Styrenics LLC; Arkema; Aughinish Aluminium; BASF; BOREALIS Chimie; BP Chemical; Blue Cube Operations; Braskem SA; Cargill International SA; Celanese International Corp; ConocoPhillips; Corteva Agriscience; DOW; DSM Acrylonitrile B.V.; ENOC; EQUATE Petroleum Company ; Evonik Services GmbH; ExxonMobil; Flint Hills Resources LP ;Greenergy; Holborn Europa Raffinerie GMBH; Idemitsu Tanker Co. Ltd; INEOS; Infineum; INVISTA Textiles (UK) Ltd; IXOM; KEM ONE; Kuwait Petroleum Italia Spa; Koch Fertilisers LLC; Koch Shipping Pte Ltd; LyondellBassell; MEGLOBAL EG Singapore PTE Ltd; Methanex Corporation; Methanol Holdings Limited; Mexichem; MUNTAJAT; NESTE Oyj; Nynas; Nutrien; Perstorp Oxo, AB ;Phillips 66 Company; PMI Comercio Internacional SA de CV;; Qatar Petroleum; Qenos Pty Ltd; REPSOL Trading S.A.; Saudi Arabian Mining Company (MAADEN); SABIC; SASOL Group Services; Shell Chemicals; Shin-Etsu PVC b.v; SIPCHEM; Solvay SA; Southern Chemical Corporation; TELEOS AG Solutions Inc, Trinseo; Tricon Energy; UBE Corporation Europe; WanHua Chemical Group; Yara Switzerland Ltd;

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