

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

LAUNDRY FOREMAN JOB INSTRUCTION

1. Work under direct order from the Chief Steward.
2. Report all normal operational difficulties and all mechanical repairs as are necessary to the Senior Second Steward.
3. Observed all safety rules and regulations, instruct the Laundryman and Assistant Laundrymen (and Troop details, if any) in same and report all safety deficiencies promptly.
4. Do not allow Troops to operate power-driven machinery.
5. Keep your work areas clean at all times. Do not let lint accumulate a ventilation screens and ducts, as this creates a fire hazard.
6. Soiled linens should be stacked in piles so that a clear working and walking space is available, to prevent stumbling while walking over piles of linens.
7. Laundry equipment will be operated by qualified personnel only.
8. Maintain necessary records.
9. Keep physically clean and wear proper work clothing. Insist on these same condition for anyone working in the laundry.
10. Personal laundry services will be available only through official channels
11. Make certain that all men assigned to work with you in the laundry are familiar with their duties. Warn such persons that they are not to start on any type of laundry work until they are fully aware of just what is expected of them.

12. WORK HOURS:

AT SEA

IN PORT

0730-1600

0730-1600

APPROVED:

Master

SUBMITTED:

Chief Steward

I have read, understand, and will comply with, above job instructions.

Signature of employee

585

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

LAUNDRY FOREMAN JOB INSTRUCTION

1. Work under direct order from the Chief Steward.
2. Report all normal operational difficulties and all mechanical repairs as are necessary to the Senior Second Steward.
3. Observed all safety rules and regulations, instruct the Laundrymen and Assistant Laundrymen (and Troop details, if any) in same and report all safety deficiencies promptly.
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11. Make certain that all men assigned to work with you in the laundry are familiar with their duties. Warn such persons that they are not to start on any type of laundry work until they are fully aware of just what is expected of them.

12. WORK HOURS:

AT SEA

IN PORT

0730-1600

0730-1600

APPROVED:

Master

SUBMITTED:

Chief Steward

I have read, understand, and will comply with, above job instructions.

Signature of employee

585

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

ASST LAUNDRY FOREMAN JOB INSTRUCTION

1. Work under direct order from the ~~CHIEF STEWARD~~ Laundry Foreman.
2. Report all normal operational difficulties and all mechanical repairs as are necessary to the Senior Second Steward.
3. Observed all safety rules and regulations, instruct the Laundryman and Assistant Laundrymen (and Troop details, if any) in same and report all safety deficiencies promptly.
4. Do not allow Troops to operate power-driven machinery.
5. Keep your work areas clean at all times. Do not let lint accumulate a ventilation screens and ducts, as this creates a fire hazard.
6. Soiled linens should be stacked in piles so that a clear working and walking space is available, to prevent stumbling while walking over piles of linens.
7. Laundry equipment will be operated by qualified personnel only.
8. Maintain necessary records.
9. Keep physically clean and wear proper work clothing. Insist on these same condition for anyone working in the laundry.
10. Personal laundry services will be available only through official channels
11. Make certain that all men assigned to work with you in the laundry are familiar with their duties. Warn such persons that they are not to start on any type of laundry work until they are fully aware of just what is expected of them.
12. WORK HOURS: AT SEA IN PORT
1600-2400 0730-1600

APPROVED: _____
Master

SUBMITTED: _____
Chief Steward

I have read, understand, and will comply with, above job instructions.

Signature of employee

586

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

ASST LAUNDRY FOREMAN JOB INSTRUCTION

~~XXXXXX~~ Laundry Foreman.

1. Work under direct order from the Chief Steward.
2. Report all normal operational difficulties and all mechanical repairs as are necessary to the Senior Second Steward.
3. Observed all safety rules and regulations, instruct the Laundryman and Assistant Laundrymen (and Troop details, if any) in same and report all safety deficiencies promptly.
4. Do not allow Troops to operate power-driven machinery.
5. Keep your work areas clean at all times. Do not let lint accumulate a ventilation screens and ducts, as this creates a fire hazard.
6. Soiled linens should be stacked in piles so that a clear working and walking space is available, to prevent stumbling while walking over piles of linens.
7. Laundry equipment will be operated by qualified personnel only.
8. Maintain necessary records.
9. Keep physically clean and wear proper work clothing. Insist on these same condition for anyone working in the laundry.
10. Personal laundry services will be available only through official channels
11. Make certain that all men assigned to work with you in the laundry are familiar with their duties. Warn such persons that they are not to start on any type of laundry work until they are fully aware of just what is expected of them.

12. WORK HOURS:

AT SEA

IN PORT

1600-2400

0730-1600

APPROVED:

Master

SUBMITTED:

Chief Steward

I have read, understand, and will comply with, above job instructions.

586

Signature of employee

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

LAUNDRYMAN AND ASSISTANTS JOB INSTRUCTIONS

1. Work under direct supervision and orders of Laundry Foreman.
2. Observe all safety rules and regulations. Instruct Troop Details in matters of safety.
3. Do not allow Troop Details to operate power-driven equipment. Do not allow unauthorized personnel to enter the ship's laundry.
4. Know what you are doing. When assigned to any particular job in the ship's laundry, if you are uncertain of your duties, consult the Laundry Foreman for complete information. Don't guess - be sure.
5. Assist in keeping the ship's laundry as clean as possible at all times. This is for Safety as well as Sanitation.
6. Report all mechanical deficiencies, or any other matters pertaining to the ship's laundry, to the Laundry Foreman promptly.
7. Personal laundry will be processed through official channels only, no private laundry services will be rendered to anyone.

8. WORKING HOURS:

AT SEA

IN PORT

0730-1600

0730-1600

APPROVED:

Master

SUBMITTED:

Chief Steward

I have read, understand, and will comply with above job instructions.

Signature of employee

587-1

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

LAUNDRYMAN AND ASSISTANTS JOB INSTRUCTIONS

1. Work under direct supervision and orders of Laundry Foreman.
2. Observe all safety rules and regulations. Instruct Troop Details in matters of safety.
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7. Personal laundry will be processed through official channels only, no private laundry services will be rendered to anyone.

8. WORKING HOURS:

AT SEA

IN PORT

0730-1600

0730-1600

APPROVED:

Master

SUBMITTED:

Chief Steward

I have read, understand, and will comply with above job instructions.

Signature of employee

587-1
Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

LAUNDRYMAN AND ASSISTANTS JOB INSTRUCTIONS

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2. Observe all safety rules and regulations. Instruct Troop Details in matters of safety.
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6. Report all mechanical deficiencies, or any other matters pertaining to the ship's laundry, to the Laundry Foreman promptly.
7. Personal laundry will be processed through official channels only, no private laundry services will be rendered to anyone.

8. WORKING HOURS:

AT SEA

IN PORT

0730-1600

0730-1600

APPROVED:

Master

SUBMITTED:

Chief Steward

I have read, understand, and will comply with above job instructions.

Signature of employee

587-2

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

LAUNDRYMAN AND ASSISTANTS JOB INSTRUCTIONS

1. Work under direct supervision and orders of Laundry Foreman.
2. Observe all safety rules and regulations. Instruct Troop Details in matters of safety.
3. Do not allow Troop Details to operate power-driven equipment. Do not allow unauthorized personnel to enter the ship's laundry.
4. Know what you are doing. When assigned to any particular job in the ship's laundry, if you are uncertain of your duties, consult the Laundry Foreman for complete information. Don't guess - be sure.
5. Assist in keeping the ship's laundry as clean as possible at all times. This is for Safety as well as Sanitation.
6. Report all mechanical deficiencies, or any other matters pertaining to the ship's laundry, to the Laundry Foreman promptly.
7. Personal laundry will be processed through official channels only, no private laundry services will be rendered to anyone.

8. WORKING HOURS: AT SEA IN PORT

0730-1600 0730-1600

APPROVED: _____ SUBMITTED: _____
Master Chief Steward

I have read, understand, and will comply with above job instructions.

Signature of employee

587-2
Position No. _____

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

LAUNDRYMAN AND ASSISTANT'S JOB INSTRUCTIONS

1. Work under direct supervision and orders of Laundry Foreman.
2. Observe all safety rules and regulations. Instruct Troop Details in matters of safety.
3. Do not allow Troop Details to operate power-driven equipment. Do not allow unauthorized personnel to enter the ship's laundry.
4. Know what you are doing. When assigned to any particular job in the ship's laundry, if you are uncertain of your duties, consult the Laundry Foreman for complete information. Don't guess - be sure.
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6. Report all mechanical deficiencies, or any other matters pertaining to the ship's laundry, to the Laundry Foreman promptly.
7. Personal laundry will be processed through official channels only, no private laundry services will be rendered to anyone.

8. WORKING HOURS: AT SEA IN PORT
0730-1600 0730-1600

APPROVED: _____ Master SUBMITTED: _____ Chief Steward

I have read, understand, and will comply with above job instructions.

Signature of employee

587-3

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

LAUNDRYMAN AND ASSISTANTS JOB INSTRUCTIONS

1. Work under direct supervision and orders of Laundry Foreman.
2. Observe all safety rules and regulations. Instruct Troop Details in matters of safety.
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6. Report all mechanical deficiencies, or any other matters pertaining to the ship's laundry, to the Laundry Foreman promptly.
7. Personal laundry will be processed through official channels only, no private laundry services will be rendered to anyone.

8. WORKING HOURS:

AT SEA

IN PORT

0730-1600

0730-1600

APPROVED:

Master

SUBMITTED:

Chief Steward

I have read, understand, and will comply with above job instructions.

Signature of employee

587-3

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

~~(ASSET XXX COMM XXX WORKMAN)~~
LAUNDRYMAN AND ASSISTANTS JOB INSTRUCTIONS

1. Work under direct supervision and orders of Laundry Foreman.
2. Observe all safety rules and regulations. Instruct Troop Details in matters of safety.
3. Do not allow Troop Details to operate power-driven equipment. Do not allow unauthorized personnel to enter the ship's laundry.
4. Know what you are doing. When assigned to any particular job in the ship's laundry, if you are uncertain of your duties, consult the Laundry Foreman for complete information. Don't guess - be sure.
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6. Report all mechanical deficiencies, or any other matters pertaining to the ship's laundry, to the Laundry Foreman promptly.
7. Personal laundry will be processed through official channels only, no private laundry services will be rendered to anyone.

8. WORKING HOURS:

AT SEA

IN PORT

~~0600-1600~~

~~0730-1600~~

0730-1600

0730-1600

APPROVED:

Master

SUBMITTED:

Chief Steward

I have read, understand, and will comply with above job instructions.

589

~~506~~

Signature of employee

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

LAUNDRYMAN AND ASSISTANTS JOB INSTRUCTIONS

1. Work under direct supervision and orders of Laundry Foreman.
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7. Personal laundry will be processed through official channels only, no private laundry services will be rendered to anyone.

8. WORKING HOURS:

AT SEA

IN PORT

~~0600-1600~~

~~0700-1600~~

~~0730-1600~~

~~0730-1600~~

APPROVED:

Master

SUBMITTED:

Chief Steward

I have read, understand, and will comply with above job instructions.

589

Signature of employee

Position No.