



Issues 2018

Nr	Issues
1.1	The responsibilities and authority of the shipping company and the master
1.1.1	Has the Company established a safety management system?
1.1.2	If the vessel have two or more crew members, is the organization and responsibilities concerning HES described? The responsibilities of the Company, Master and the rest of the crew?
1.2	Resources and personnel - training and development of expertise
1.2.1	Is the Master familiar with the safety management system, and are procedures and routines described in the system implemented on board?
1.2.2	How does the Company and the Master ensure that the crew members have the qualifications required to hold their position and carry out their duties on board?
1.2.3	If a training manual for the vessel is required, is it up to date and readily available on board?
1.2.4	If the vessel has a deck crane, can training of the operators be documented?
1.2.5	Are there adequate routines for familiarization of new personnel and after change of crew?
1.2.6	Is the safety management system available in the working language on board?
1.3	Operation on board and risk assessments
1.3.1	Have risk assessments for dangerous operations on board been prepared? Request examples.
1.3.2	Is the Master familiar with the stability limitations of the vessel, and have circumstances which may have unfavourable influence on the stability been assessed?
1.3.3	Has the work equipment, which may pose special risk to the safety of those who work on board, been identified? What is done to reduce the risk connected to the use of this equipment?
1.3.4	For those vessels comprised by the requirements of a safety representative, inquire whether a safety representative is elected and if training is given.
1.4	Emergency preparedness
1.4.1	Request plans for fire drills and rescue exercises. When was the last exercise carried out? Is this documented?
1.5	Non-conformities, accidents and hazardous occurrences
1.5.1	Has there been any accidents or hazardous occurrences on board?
	Follow-up questions: Was the incident reported to the relevant authorities? (NMA, NAV). Were measures taken to prevent recurrence?
1.6	Maintenance and critical equipment
1.6.1	Do you have a system for maintenance management onboard? A plan describing what, when and how.
1.6.2	Has the Company identified critical equipment on board? If yes, are plans and measures described in case such equipment should fail?
1.6.3	Check the maintenance history on especially high-risk equipment which is not subject to periodic maintenance. For instance shackles and slings, straps and wires.
1.7	Relevant documentation available
1.7.1	What are the routines for ensuring that the documentation in the safety management system are available to all personnel onboard?
1.7.2	How is it ensured that an updated version of the documentation is readily available? Who is responsible for updating the documentation?
1.8	Internal review - including continuous improvement
1.8.1	Does the Company review the safety management system annually?

This list is based on the list used by our surveyors, and it is intended to be a helpful tool. The list may be updated. Check Sdir.no for the latest version.