

Q. What is ISM Code?

A. It is an International Standard for the Safe Operation of ships and for Pollution Prevention.

Q. What is the structure of your Safety Management Manual?

A. We have only one shipboard Safety Management Manual.

Q. Who is responsible to update the Safety Management Manual on board?

A. Master.

Q. How do you update your Safety Management Manual?

A. After recording the notice or circular in the in-coming document ledger. We remove / destroy the obsolete pages, and insert the new pages, record & sign the correction made in the Revision sheet.

Q. What is the Function of Designated Person?

A. Designated Person provide a link between ship and shore, having direct access to the highest level of management. He is responsible for monitoring the safety and pollution prevention aspects of each ship and to ensure that adequate resources and shore-based support are available.

Q. What is your Company Policy?

A. Company Policy is to conduct business activities, taking foremost account in Health, Safety of all persons and safeguard of natural environment. i.e. Prevent Accident & Pollution, Promote health and Raise standards by training.

Q. What are the responsibilities of Master under ISM Code?

A. Master has six responsibilities under ISM Code. Implement, Review & Verify Safety Management System, Issue orders, Motivate crew & Report Non- Conformities.

Q. How do you implement the company policy?

A. By Training, Interview, Drill, Exercise & Education.

Q. How do you motivate the crewmembers to follow SMS?

A. By Training, Interview, Drill, Exercise & Education & I tell them that safety is in their own interest.

Q. How do you review the SMS?

A. - We discuss SMS during our Safety committee meetings.
- We examine Internal & External Audit reports. Port state control reports. Class recommendations.
- We monitor onboard training, new regulations and technology.
- We make an Annual Review Report in June every year and report to Designated Person.

Q. How do you report Non-conformities, Accidents «& Hazardous situations?

A. We have non-conformity, accidents & hazardous situation reporting form. When any non-conformities, accidents hazardous situations are reported we investigate, analyze and take corrective action. In case corrective action cannot be taken on board we report the matter to Designated Person and seek company assistance.

Q. How do you verify that SMS requirements are observed?

A. We have various checklists to verify the shipboard operations, we also verify by verbal confirmation and random check. In June every year we verify the system by using "Vessel Audit Checklist" (SMS) and report to Designated Person.

Q. What is Master's overriding authority?

A - Master has the overriding authority and responsibilities in decision making with regard to safety & pollution prevention.

- Master should not be constrained by commercial pressures when making such decisions.
- Master may request company assistance as required.

Q. When Master has Overriding authority?

A. At all times.

Q. How do you ensure crewmembers understand SMS?

A. By Training, Interview, Drill, Exercise and Education.

Q. What training do you provide to crewmembers?

A. We provide:

- Familiarization training on joining,
- SMS training ever 3 months,
- and Emergency drills as per schedule provided in SMS manual.

Q. How do you ensure that only valid forms are used on board?

A. (See Form Control Procedures in the SMS manual).

Q. What is the important machinery as per SMS?

A. Main Engine, Generator & Steering Gear.

Q. What are the Key and Critical shipboard operations?

A. **Key Operations.**

- Bridge and navigational procedures
- Engine room procedures
- Watch-keeping procedures in Port
- Cargo operations
- Ship to ship transfer
- Mooring Procedures
- Inert Gas system
- Crude oil washing
- Bunkering
- Bunker barge procedures

B **Critical Operation.**

- Pollution prevention .
- Navigation in restricted visibility (< 3 miles)
- Navigation in Heavy weather (Wind force > 6, Wave height > 5m)
- Navigation in narrow channel & congested waters (< 3 miles)
- Entry into enclosed space
- Hot & Cold work

Q. How do you contact & report company in an Emergency?

A. In an emergency we immediately contact our Designated Person or alternative person as per our Emergency Contact List.

- Then we send details as per "Emergency Report Form".
- Followed by Specific Emergency report.
- Later we make a report on "Non-Conformity Form" for the record of investigation & corrective action taken.

Four Reasons to adopt the ISM Code.

1. It makes your ship a safer place to work.
2. It protects the sea and the marine environment
3. It clearly defines your Job.
4. It is the Law.

ISM Code is mandatory. Compliance with the ISM Code is required by Charter nine of SOLAS-74 Convention.

Deadline for Tankers, Bulk Carriers and Passenger ships was July 1991. For all other ships July 2002.

ISM Code Requirements.

The ISM Code is divided into 13 sections

Section 1: "General". The general purpose of the Code and its objectives.

Section 2: "Safety and Environment Protection Policy". The company must put in writing its policy on the safety and the protection of the marine environment and make sure that everyone knows about it and follows it.

Section 3: "Company's responsibilities and authorities" The Company must have sufficient and suitable people in the office and vessels with clearly defined roles: "Who is responsible for what"

Section 4: "Designated person ashore. The Company must appoint a person in the office responsible for monitoring and following all "SAFETY" matters of the vessels

Section 5: "Master's responsibility and authority" The Master is responsible to make the System work on board. He must help his crew in following the system and give them instruction when necessary.

Section 6. "Resources and personnel" The Company must employ the "right" people on board and in the office and make sure that all of them:

- a) know what their duties are
- b) receive instructions on how to carry out their duties
- c) get trained when and if necessary.

Section 7. "Development of plans for shipboard operations" "Plan What You Do – Do What You Plan" You need to plan your work on the ship and follow your plan when working

Section 8. "Emergency Preparedness." You should be prepared for any unexpected (emergency). The Company should develop plans for responding to emergency on board its vessels and practice them.

1. Emergency Response Plan (ERP)
2. Maritime Contingency Plan (MCP)
3. Shipboard Oil Pollution Emergency Plan (SOPEP).