Title of the Seminar: **TMSA requirements: A detailed analysis**

Dates: 18-19 September 2014

Course Objectives

To provide useful insight to all those involved in auditing and/or implementation of the TMSA requirements for all day to day operational aspects, with respect to the Key Performance Indicators and Best Practices guidance established by OCIMF. Delegates will acquire - through accelerated training techniques - both theoretical knowledge & practical insight for the interpretation of the requirements posed by all the Elements addressed by TMSA, which will be thoroughly examined.

Regulatory References

- ISM Code
- ISO 14001
- ISO 50001
- TMSA Guidelines

Training Methods

Course provided by a mixture of lectures and case studies, the latter being addressed as table-top exercises.

Certification

A Certificate of Training is provided to participants upon successful evaluation.

Course Elements

- Company objectives
- TMSA guidelines
- Continual improvement

First Day

- During the first day the following TMSA Elements will be examined:

➢ **Element 1: Management, Leadership and Accountability**

An effective Safety, Quality, Health and Environmental Management System (SMS) requires commitment at the highest levels of the organisation. The purpose of this Element is to provide a foundation for Management which demonstrates Leadership, Commitment visible to the organization and Accountability at all levels.

➢ **Element 2: Recruitment and Management of Shore-Based Personnel**

Achieving excellence requires the appropriate screening, careful selection and placement, ongoing assessment and proper training of employees, and the implementation of appropriate personnel safety and occupational health programs.

➢ **Element 3: Recruitment and Management of Ships Personnel**

Company's management, through encouraging job satisfaction in all ranks, ensures that managed ships have competent crew who fully understand their roles and responsibilities and who are capable of working as effective team, with an emphasis on senior officers who are committed to a high standard of fleet management and motivated.

Sea going staff is qualified, experienced, motivated and trained to ensure that their level of competence meets or exceeds assigned position requirements.

➢ **Element 4: Reliability and Maintenance Standards**

Properly planned maintenance procedures are essential if ships are to operate reliably and avoid unnecessary downtimes and costly incidents. The Company has established a consistent planned maintenance system (PMS) and a defect reporting system (DRS) that is capable of ensuring the reliable operation of managed ships.

- Effective operating, maintenance and inspection procedures, as well as structured and reliable controls are in place and executed by qualified personnel.
- Critical alarms, controls, equipment and shutdown systems are identified and testing and periodic preventive maintenance procedures are followed. Temporary deactivation of critical equipment follows SMS procedures.
- All the authorisations and actions are documented and verified.

➢ **Element 5: Navigational Safety**

The Company has established, maintains and consistently apply high standards of navigational practices, bridge procedures and deck-officer training in line with regulatory and Company policies that secure safety of the ship, the crew, the environment and the cargo.

➢ **Element 6: Cargo & Ballast Operations / Mooring Operations**

The highest standards of cargo operations planning, monitoring and execution are fundamental to the safety of ships and their crews and for the protection of the environment.

Day 2

- During the second day the following TMSA Elements will be examined:

➢ **Element 7: Management Change**

Even minor changes can affect safety if they are not properly carried out. Change can result from installation of new equipment or components, use of a different material, or simply a new instrument setting (outside normal operating limits) on equipment. Changes to equipment, personnel operating conditions or procedures, or the introduction of third-party contractors or a new vessel can increase the risk of an incident. The Company communicates procedures for evaluating and managing changes in controlled and authorised circumstances to ensure that safety, health and environmental risks arising from any change remain at an acceptable level and that relevant standards are not compromised.

➢ **Element 8: Incident Analysis and Investigation**

The Company uses effective investigation, reporting and follow-up methods to evaluate and learn from incidents (including accidents and significant near misses) and corrective/preventive actions are taken to prevent recurrence. Lessons learned from incidents are communicated to Company's departments, managed vessels and third parties.

➢ **Element 9: Safety Management - Shore Based Monitoring / Shipboard Monitoring**

The Company has developed a comprehensive and proactive approach to safety management, both onboard and ashore, that includes identification of potential hazards, implementation of preventative and mitigation measures and management of operational and shipboard risks to eliminate or reduce them to the lowest practicable level. This element sets out the requirements for onboard and shore-based risk assessment hazard exposure management. It also describes the additional measures that should be taken to promote a no blame culture and motivate staff to ensure that they understand and embrace the requirements of the SMS.

➢ **Element 10: Environmental Management**

The Company has developed a proactive approach to environmental management that includes the systematic identification and assessment of all sources of marine and atmospheric pollution and measures for the reduction of potential impacts, both onboard and ashore. Comprehensive environmental initiatives and actions are being implemented on board ships.

➢ **Element 11: Emergency Preparedness and Contingency Planning**

Emergency planning and preparedness are essential to ensure that, in the event of an incident, all necessary actions are taken for the protection of the public, environment, personnel and assets. The Company has established an emergency preparedness system and regularly test it to ensure an ongoing ability to react effectively to and manage an incident. SMS procedures provide shore-based and shipboard contingency plans, along with provisions for regularly exercising them, so that shore-based and shipboard organisations can respond effectively at any time to hazards, accidents and emergency situations involving the ships. The plans specify methods for recording the results of and lessons learned from drills and exercises.

➢ **Element 12: Measurement, Analysis and Improvement**

SMS procedures provide for a structured process for conducting vessel inspections to monitor the condition of vessels in the fleet and planned and systematic audits of all shore and shipboard locations. Inspections and audits are carried out to ensure compliance with rules and regulations and the results are recorded. Detailed reports and close-out plans are maintained ashore. The process includes identification of trends and provisions for promptly closing out any deficiencies that are identified.

Furthermore, during the second day the following will be examined:

- Practical implementation issues of each TMSA Element and their interconnection with the SIRE / VIQ.
- Evaluation of the trainees

Who should attend?

Course provided is valuable for surveyors and auditors of Classification Societies as well as for relevant shore based employees & seagoing officers of shipping companies.

Instructor:

Instructor:	Antonis Iordanidis, Naval Architect and Marine Engineer
Position	ALPHA MARINE CONSULTING Ltd / General Manager / Lead Auditor
Field of expertise	ISM, ISPS, ISO standards, Integrated Management Systems, Tanker HSQE Requirements, Ship Surveys / Vetting.