



*Training Course:  
International Safety Management Code and  
Designated Person Ashore*

*10 - 14 June 2024  
London (UK)  
Landmark Office Space - Oxford Street*

## Training Course: International Safety Management Code and Designated Person Ashore

Training Course code: MM234702 From: 10 - 14 June 2024 Venue: London (UK) - Landmark Office Space - Oxford Street  
Training Course Fees: 6300 € Euro

### Introduction

This course has been designed by ISM experts to meet with the criteria of the IMO Guidelines contained in Circular MSC - MEPC.7 Circ. 6 19 October 2007, but it has also been developed with much practical knowledge of both the shipping industry and the legal issues that surround the role of the DPA.

The aim of the course is to provide knowledge, understanding and proficiency necessary to understand ISM code and also to provide training for all DPAs and those preparing to become DPAs so that they can fully understand their responsibilities and roles of this important position with respect to full compliance with the ISM Code.

### Course Objectives of International Safety Management Code and Designated Person Ashore

- Provide the key requirements and benefits of the ISM Code
- Offer the knowledge and skills required in accordance with the guidance and recommendation given by the IMO MSC-MEPC.7/circ.6
- Deliver the training necessary for the application and maintenance of a company's Safety Management Code.
- Have an extended knowledge and understanding of the ISM Code
- Understand the background and objectives of the Code
- Gain knowledge on the applicable codes, guidelines and standards as appropriate and the relevant mandatory rules and regulations
- Define the resulting requirements for the company's SMS
- Understand the responsibilities and authority of the DPA, possible legal exposure, as well as other potential difficulties
- Take the duties of a DPA as defined in IMO MSC - MEPC.7 Circ. 6 provided you are qualified according to this circular
- Provide documentary evidence as a DPA proving that you are capable to undertake the necessary duties
- Understand the assessment techniques of examining, questioning, evaluating and reporting
- Have guidance for participation in a marine-related management system audit

- Have adequate knowledge of shipping and shipboard operations
- Apply the technical and operational aspects of their Safety Management System
- Carry out effective communications with shipboard staff and senior management
- Know the related requirements included STCW 2010 and MLC 2006 for better understanding of ISM effect

## Target Audience for International Safety Management Code and Designated Person Ashore

- Shipping Companies
- Personnel involved in Safety Management Systems
- Superintendents
- Quality Managers
- DPAs
- Assistant DPAs
- Deck & Engine officers
- Anyone who seeks a DPA position

## Prerequisite for International Safety Management Code and Designated Person Ashore

- Experience in shipping and ship operations and good knowledge of the ISM Code. Knowledge of MLC, STCW, and Marpol should also be very useful.
- Qualifications from a tertiary institution recognized by the Administration or by the recognized organization, within a relevant field of management, engineering or physical science, OR
- Qualifications and seagoing experience as a certified ship officer pursuant to the International Convention on Standards of Training, Certification and Watch keeping for Seafarers STCW, 1978, as amended, OR
- Other formal education combined with not less than three years' practical senior level experience in ship management operations.

## Course Outlines for International Safety Management Code and Designated Person Ashore

ISM & DPA training

- What is ISM before/now / The ISM Code History
- ISM in SOLAS
- Other Conventions and ISM
- Definitions
- Objectives
- Application
- Mandatory application of ISM Code
- Mandatory application of ISM to be ensured
- Functional Requirements for a Safety Management System SMS
- What the SMS prepared by the Companies should include
- Assessing compliance with the requirements of the ISM Code
- Assessing compliance for the Administration
- Mandatory requirements and the SMS
- ISM & other Statutory Certificates

#### Safety and environmental protection policy

- Safety and Environmental Protection Policy - Requirements
- Policy and Management relation
- Sample Policy

#### Company responsibilities and authority

- Company Responsibilities and Authority requirements
- What Responsibility / What Authority?
- How the Company should comply with the Code?

#### Designated persons

- General for DPA
- Does DPA needs to be insured?
- DPA Experience

- DPA Training
- DPA Qualifications
- What the Company should provide to DPA
- What DPA verifies and monitors
- Who is DPA?

#### Master's responsibility and authority

- Master's Responsibility and Authority Requirements
- Master and SMS comments

#### Resources and personnel

- Resources and Personnel requirements
- Qualifications, Training & Experience for Crew and Persons Ashore
- Working Language in SMS
- ISM Chapter 6 & STCW
- STCW Compliance
- New STCW requirement for Engine/Bridge
- What is "Company" for STCW?
- What is "Company" for ISM?
- Responsibilities overview ISM & STCW
- ISM & MLC 2006
- MLC 2006 surveys and ISM
- ISM - STCW - MLC comparison

#### Shipboard operations

- Shipboard Operation - requirements
- Plans & Procedures Preparation
- Sample Content for SMM manual

#### Emergency preparedness

- Emergency Preparedness requirements
- Comments for Emergencies
- Comments on Near misses
- Hazardous Situations
- Near miss Pros & Cons
- Near miss and Companies
- Defining near miss
- General examples of a near-miss
- Barriers to reporting near-misses
- Barriers and management initiatives
- Near miss investigation process
- Identifying causal factors
- Completing the investigation - Final Report Basic Elements

#### Reports and analysis of non-conformities, accidents and hazardous occurrences

- Reports & Analysis of NCs, Observations, Accidents and Hazardous Occurrences requirements
- Reporting & Analyzing of NCs, Observations, Accidents and Hazardous Occurrences

- Result of Evaluation Report
- Major Non Conformities MNC
- MNC and DoC
- MNC and SMC
- How/What to Report a NC
- What to include in a Conformity Report?
- Assessments of Risks and Non Conformities
- Risk Categories
- ALARP Triangle
- Risk management / Risk Control Measures

#### Maintenance of the ship and equipment

- Maintenance of the Ship and Equipment requirements
- Maintenance planning - Areas to be included
- Maintenance planning - Examples
- Maintenance planning - Key Issues
- Maintenance planning & reports
- Maintenance planning & Critical Equipment

#### Documentation

- Documentation requirements
- Records & Verification
- What Company should provided

#### Company verification, review and evaluation

- Company Verification, Review & Evaluation requirements
- Review of Safety Management System SMS
- Internal Audits Intervals Key Issues
- Internal Audit? at which extent?
- Internal Audit Why?
- Internal audit before an external audit
- What about DPA and Audits?
- Company & Ship's SMS Comparison
- Persons Responsible for Audits

#### Certification and verification

- Certification and Verification -Requirements
- Comments on Requirements

#### Interim certification

- Interim Certification - Requirements
- Comments on Requirements

#### Verification

- Verification requirements
- Verification by Administrations of Recognized Organizations ROs



- Effective enforcement by Administrations with Verification
- What Administrations should consider during verification
- Objective Evidences from facts and Records
- Tools for Verification/Certification
- Certification and verification activities
- Interim verification
- Initial Verification
- Annual verification of Document of Compliance
- Intermediate verification of Safety Management Certificates
- Renewal verification
- Additional verification
- Safety management audits
- Application for audit Preliminary review Document review
- Preparing the audit
- Executing the audit
- Audit report
- Corrective action follow-up
- More Company responsibilities pertaining to safety management audits
- Responsibilities of the Organization or Flag performing the ISM Code certification
- Standards of Management for the Organization performing Certification
- RO Arrangements
- Responsibilities of the verification team & Lead Auditor
- More Guidance for Certification / Verifications
- Standards for Auditors
- Standards of Competence for Auditors

## Registration form on the Training Course: International Safety Management Code and Designated Person Ashore

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
Telephone / Mobile: .....  
Personal E-Mail: .....  
Official E-Mail: .....

### Company Information

Company Name: .....  
Address: .....  
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### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
Telephone / Mobile: .....  
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### Payment Method

- ☐ Please find enclosed a cheque made payable to Global Horizon
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