

VESSEL SAFETY MANAGEMENT PLAN

Australian Marine Oil Spill Centre

Vessel and Marine Operations

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1. Introduction

The Vessel Safety Management System identifies hazards and assists in management of the risks involved in vessel operations specific to the AMOSC operations. It is designed to ensure that any personnel directly involved or connected with any AMOSC vessel operations:

1. Understand their duties and responsibilities
2. Are equipped with the skills, knowledge and capability necessary to effectively fulfil those duties and responsibilities, and
3. Can demonstrate the skills, knowledge and capabilities as required for verification of compliance with the National Standard for Commercial Vessels (NSCV) Part E

2. Vessel and contact details

Owner / operator details

Company name: Australian Marine Oil Spill Centre
General Manager: Nick Quinn
Address: PO Box 1497, Geelong, VIC 3220
Phone: 03 5272 1555
Mobile: 0438 379 328
Email: amosc@amosc.com.au

Vessel Details

Name	Egmopol (AMOSC 1)	AMOSC 2
Vessel Type	Oil Spill Recovery Barge	Zodiac Pro 500
Registration ID	MB317	MSV12149
Length	10m	4.7m
Beam	4m	2.05m
Draft	1.2m	0.65m
Survey Class	2E	2E
Vessel Power	39 kW	44.7 kW
Operational Limits	Smooth Waters	Smooth Waters

3. Risk Assessment

Refer to Appendix A

4. Owner's responsibility and authority statement

Not required as per Appendix A

5. Designated person

Not required as per Appendix A

6. Master's responsibilities and authority statement

Not required as per Appendix A

7. Resources and Personnel

Core Compliment

- Master: **Coxswain**

Appropriate Crew and qualifications:

For this vessel the minimum qualifications and number of crew are as follows:

Master: **Coxswain**

General Purpose Hands: **1**

The Master is responsible for:

- Safe operation of the vessel
- Launching and recovery of vessel (*Reference; AMOSC SOP 1005 – dated June 2014*)
- Provision of safety briefings, highlighting safety equipment, procedures and responsibilities
- Monitor vessel safety
- Reporting of any safety issues
- Maintenance and cleaning of the vessel following operational activities
- Assistance with fending and vessel control during close wharf or land work

The General Purpose Hand, appropriately trained in Oil Spill Response and working under direction of the Master, is responsible for the following:

- Monitor vessel safety
- Reporting of any safety issues
- Maintenance and cleaning of the vessel following operational activities
- Connection/disconnection and handling of ropes for anchors and boom towing
- Assistance with the management of skimming equipment and pumps and hoses (Egmopol only)
- Assistance with fending and vessel control during close wharf or land work while managing pump transfers, booms, and/or skimmers

8. Procedures for On Board Operations

Crew Briefing

Prior to departure the Master will provide a safety briefing, highlighting the location of safety equipment on board, safety procedures in the event of an emergency, operational procedures and safe practices while aboard, and an outline of expected activities during operations.

Refueling

MB317 (Egmopol)	MSV12149 (AMOSC 2)
<ol style="list-style-type: none"> 1. Ensure vessel securely moored or out of the water 2. Shut down engine and any electrical equipment 3. Have spill materials and equipment at hand 4. Use appropriate PPE 5. Refuel via jerry can using appropriate additional equipment to minimise spillage 6. Monitor fuel levels to avoid spillage 7. Clean up any spills 8. Secure fuel tank caps and fittings <p><i>(Reference; AMOSC SOP 1004 – dated June 2014)</i></p>	<ol style="list-style-type: none"> 1. Ensure vessel securely moored or out of the water 2. Shut down engine and any electrical equipment 3. Remove fuel tank from vessel to refilling location 4. Have spill materials and equipment at hand 5. Use appropriate PPE 6. Refuel tank using appropriate additional equipment to minimise spillage 7. Monitor fuel levels to avoid spillage 8. Clean up any spills 9. Secure fuel tank caps and fittings 10. Replace fuel tank in vessel <p><i>(Reference; AMOSC SOP 1004 – dated June 2014)</i></p>

Towing Boom (both vessels)

1. Communicate actions and intentions at all times with other vessel or shore based responders associated with operation
2. Consider “Restricted in ability to manoeuvre” (RATM) shapes/signals
3. Use boat hook to recover line, float or tow bridle attachment
4. Connect to vessel tow bridle using appropriate knot or snap hook
5. Ensure lines are free and that there are no tangles, bights or knots
6. Each vessel to take up slack
7. Tow at steady controlled pace to achieve required outcome

Skimming operations (MB 317 only)

1. slow speed operations – inform VRCA of skimming operations due to oil slick
2. note ability to obey COLREGS and therefore RATM shapes not applicable

9. Emergency preparedness training (contingency plans)

See Flipchart Appendices F and G for the following Emergency Preparedness Procedures:

- **Fire**
- **Smoke, no fire**
- **Collision/Grounding**
- **Abandon Ship**
- **Person Overboard**
- **Personal Injury**
- **Pollution**

10. Follow-up on hazardous occurrences and non-conformities

Not required for the SMS as Vessels are Class 2E; however AMOSC policy requires the utilisation of Incident Reporting and follow-up via HSSE meetings. Reports will be subsequently investigated and findings recorded and reported back to relevant employees via HSSE committee. Additional controls installed to prevent the incident occurring will be listed in the risk register and will be reflected in the training plan and operational procedures.

Reportable Marine Incidents will be reported to the Water Police and AMSA via Transport Safety Victoria (TSV).

11. Maintenance and survey

Both vessels are inspected prior to launch on each occasion, and additionally undergo servicing every six months. MSV12149/AMOSC 2 is serviced externally every 12 months, with a six monthly service carried out onsite. MB317/Egmopol receives a complete service onsite every 12 months, as well as a 6 monthly inspection and full function test. AMOSC maintenance database refers.

Servicing schedules are triggered by the company equipment database.

Services are carried out in accordance with:

- a) Engine and machinery – as per manufacturers' recommendations
- b) Hull – the vessel is inspected in on the hard as and when required by AMSA - TSV

- c) Safety equipment – flares, fire extinguishers, radio, navigation lights, and navigation equipment checked as a pre departure requirement or by date.

12. Documentation

Copies of the Emergency Procedures Flipcharts will be located on each vessel. Complete copies of the Safety Management System and Vessel Record Book will be maintained onsite at the AMOSC warehouse. Electronic copies of all documentation will be available at all AMOSC office facilities.

Copies of personnel qualifications and information are available via AMOSC administrative staff on request.

13. Verification, review and evaluation

This SMS is reviewed annually by the following process:

- a) check the SMS is working and appropriate for the current operations;
- b) annual HSSE audits conducted by AMOSC Operations team to verify the vessel's condition versus the SMS;
- c) make required changes;
- d) inform all relevant people about the changes;
- e) maintain records of the reviews.

Document Review Schedule

Documentation shall be reviewed as per the table below

Documentation	Review period	Retention Period
SMS	Every year or if a significant change in procedure	For life of vessel(s)
Alcohol and drug policy	12 months	Employee Manual
Training records	3 months	Keep records of training for at least 5 years
Operational procedures	12 months or if a change in operation	For life of vessel(s)
Emergency procedures	3 months or if a change in risk or procedure	For life of vessel(s)
Vessel logbook	Updated each time an entry is made	At least 5 years
Incident register	Held in AMOSC HSSE plan. Updated each time an incident or 'near miss' occurs	Keep Incident Register for at least 5 years
Marine Incident Report (MIR) Form	Ensure the latest copy of MIR is on file	Keep MIR with Incident Register for at least 5 years

Document Review Record

Review each of the documents in the table below every quarter.

Date	SMS	Vessel log book Base log	Training/ Emergency drills conducted	Attendees (signed)
Q1 (By End Mar 2016)				
Q2 (By End Jun 2016)				
Q3 (By End Sept 2016)				
Q4 (By End Dec 2016)				

Appendices

Appendix A: Operational Requirements

Service Category

		Vessel Use Categories			
		Passenger vessel (over 12 pax)	Non-passenger (1-12 pax)	Non-passenger vessel (without pax)	Commercial Fishing Vessel
		1	2	2	3
Operational Area	A	Beyond EEZ	Higher		
	B	Offshore 30-200nm			
	C	Offshore to 30 nm		Medium	
	D	Partially smooth waters			Lower
	E	Smooth waters			

After you've determined your risk level (Lower, Medium and Higher), the requirements that apply to you are outlined below.

- Lower – Blue
- Medium – Blue + Green
- Higher – Blue + Green + Orange

NSCV Part E Requirements

Risk Level	Requirement	NSCV Part E numbers (for reference)
Lower Medium Higher	Vessel and contact details Risk Assessment Resources and personnel Procedures for onboard operations Emergency preparedness Maintenance of the vessel and equipment Logbook	1 2 6 7 8 10 11
	Designated persons Master's responsibility and authority statement Crew and passenger docs (where applicable) Revisions page	4 5 11 12
	Owner's responsibility and authority statement Follow-up on hazardous occurrences and non-conformities Internal review	3 9 12

AMOSC vessels operate as non-passenger vessel in smooth waters.

Vessel	Service Category	NSCV Part E Requirements
MB317 Egmopol	2E	1, 2, 6, 7, 8, 10, 11
MSV12149 AMOSC 2	2E	1, 2, 6, 7, 8, 10, 11

Risk Register

Vessel Name: Egmopol/Zodiac

Vessel I.D.MB 317/MSV12149

What can Happen and How	Before Controls			Controls	Control effectiveness	After Controls	Implement Control		
	Likelihood	Consequence	Risk			Likelihood	Consequence	Risk	Y/N
Fire in Engine/fuel bays	B	5	Extreme	Fire Extinguishers, remote engine controls, clean engine bay	Fire extinguisher capable of terminating fire; reduces likelihood of fire due to no flammable material in space	E	2	Low	Y
Flood	B	3	High	Bilge pump; vessel compartmented; has a central hold for carrying liquid (MB 317 only); buoyancy chambers rigged on either side of hull; high freeboard	All highly effective counter-flooding strategies	D	2	Med	Y

Grounding	B	3	High	Bilge pump; vessel compartmented; has a central hold for carrying liquid (MB 317 only); buoyancy chambers rigged on either side of hull; high freeboard; Master/Coxswain knowledge of operating area	All highly effective counter-flooding strategies	D	2	Med	Y
Sinking	B	5	Extreme	Bilge pump; vessel compartmented; has a central hold for carrying liquid; buoyancy chambers rigged on either side of hull; high freeboard; Master/Coxswain knowledge of operating area	All highly effective counter-flooding strategies	D	2	Med	Y
Man Overboard	B	2	Moderate	Prevent passengers from sitting on hand rails, give guidance in briefing, vigilant crew	No passengers on hand rails	E	2	Low	Y

RISK MATRIX

		Consequence	1	2	3	4	5
		INSIGNIFICANT No injuries Minor disruption to vessel operations Low level impacts on environment	MINOR First aid treatment Financial loss Micro-effects on the environment	MODERATE Emergency medical treatment Significant financial loss Moderate effects on the environment	MAJOR Hospital admission Severe financial loss Serious environmental impact	CATASTROPHIC Fatality Loss of vessel Very serious environment	
Likelihood	A	FREQUENT Event occurs more than once a year	MEDIUM	HIGH	HIGH	EXTREME	EXTREME
	B	REASONABLY LIKELY Event occurs once every 1 – 10 years	MEDIUM	MEDIUM	HIGH	HIGH	EXTREME
	C	UNLIKELY Event occurs every 10 – 100 years	LOW	MEDIUM	MEDIUM	HIGH	EXTREME
	D	VERY UNLIKELY Events occurs once every 100 – 1,000 years	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	E	EXTREMELY UNLIKELY Event occurs every 1,000 – 10,000 years	LOW	LOW	MEDIUM	MEDIUM	HIGH

Appendix B: Crew Induction record

Vessel Name:	Vessel ID.
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Name of Crew Member:		Signed & Date	
Emergency contact details:		Phone Numbers:	
Inducted by: Position:		Signature & Date	

The location and use of safety equipment and fire equipment:

Life Throw		Portable fire equipment	
Pyrotechnics/Flares		First aid stores	
Life jackets & lights & whistles		Fuel shut off	
Anchor		Bilge Pump	

The equipment for vessel safe operation, general knowledge of:

Windlass & anchoring		Berthing / mooring lines	
Watch keeping		Helm / engine controls	
Preparing vessel for sea		Electrical & emergency electrical	
Record keeping		Hatches and closures	
Incident reporting		Navigational equipment	

Response in the event of an emergency:

General alarm signal		Medical / injury	
Fire on board / E/R alarms		Escape routes	
Person overboard		Abandon vessel (when directed by Master only)	
Engine Failure		Steering failure	

Appendix C: Pre-departure checks and inspection

Pre-launch:

- Check bung
- Check one way valve plug in engine bay
- Check all fuel and oil levels
- Check all hydraulic oil (Egmopol)
- Visually inspect vessel
- Conduct pre-start and start checks including battery check and engine operation

Pre-departure

- Operational test of steering gear.
- Communications check
- Check expected weather conditions
- Appropriate equipment for tasking

Appendix D: Reportable Marine Incidents

What to do if you are involved in a marine incident

- If you require urgent assistance, dial triple zero (000) for the emergency services and request Police assistance.
- If an incident has occurred but you are not in any immediate danger, report it to the Water Police on 1800 135 729.
- If you are the master of a commercial vessel and it is a reportable incident (As per reportable marine incident section below), you must provide full details in writing to Transport Safety Victoria (TSV) by completing the incident reporting form available on the TSV Website:

<http://www.transportsafety.vic.gov.au/maritime-safety/incidents-and-investigations#incident>

Reportable marine incidents

National Law defines a Marine Incident as:

1. a death of, or injury to, a person associated with the operation or navigation of a domestic commercial vessel
2. the loss or presumed loss of a domestic commercial vessel
3. a collision of a domestic commercial vessel with another vessel
4. a collision by a domestic commercial vessel with an object

5. the grounding, sinking, flooding or capsizing of a domestic commercial vessel
6. a fire on board a domestic commercial vessel
7. a loss of stability of a domestic commercial vessel that affects the safety of the vessel
8. the structural failure of a domestic commercial vessel
9. a close quarters situation
10. an event that results in, or could have resulted in:
 1. the death of, or injury to, a person on board a domestic commercial vessel; or
 2. the loss of a person from a domestic commercial vessel; or
 3. a domestic commercial vessel becoming disabled and requiring assistance
11. the fouling or damaging by a domestic commercial vessel of:
 1. any pipeline or submarine cable; or
 2. any aid to navigation within the meaning of the Navigation Act 2012 of the Commonwealth
12. a prescribed incident involving a domestic commercial vessel.

Masters' responsibilities

Under the *Marine Safety Act 2010 (Vic)*, a master is the person in charge of a vessel. If the master is involved in a reportable incident, they are required to:

1. immediately stop and secure the vessel
2. immediately provide whatever assistance you can
3. provide your contact details, the owners name and address, in addition to the registration or survey number to:
 1. any injured person
 2. the owner of any property which has been damaged
 3. the representative of these people
 4. the police present at the scene.

The master is responsible for providing the following details to the police present at the scene:

1. the name and address of the master
2. the name and address of the owner of the vessel
3. the registration or survey number of the vessel.

If a person is injured and no police members are present, the master must report full details at the closest police station as soon as possible.

If any property is damaged or destroyed, and the owner, the owner's representative or police are not present, the master must report full details at the closest police station as soon as possible.

Reporting an incident - domestic commercial vessels

If you are the owner/master of a Domestic Commercial Vessel involved in a marine incident,

you are required to supply TSV (the National Regulator delegate in Victoria) with a written marine incident report **within 72 hours** of becoming aware of the incident. You must use the Marine Incident Report form from the TSV website noted above.

Submit the completed form, along with any supporting documents as required, to TSV via:

Email: marineincidents@transportsafety.vic.gov.au

Fax: 03 9655 6611

Mail: PO Box 2797 Melbourne VIC 3001

Penalties apply for owners and operators who fail to notify TSV.

Appendix E: AMOSC Drug and alcohol policy

Reference; AMOSC Employee Manual Policy PN06

Extract from the Policy PN06 reads;

AMOSC is committed to providing a safe and healthy environment for all employees, contractors, sub-contractors and visitors and to taking early action to respond to situations where the use of alcohol or drugs ("substances") may risk health and safety.

AMOSC is required under Occupational Health and Safety legislation to provide a workplace that is safe and without risks to health. Our "duty of care" extends to ensuring that employees who use such substances do not injure themselves or others at the workplace as a result.

Employees of, and contractors to, AMOSC have a reciprocal obligation to take reasonable care for their own and others health and safety and to cooperate with the company in respect to action taken to protect their own and others health and safety.

This policy will apply to every employee and contract "employee". It applies to these individuals while they are at the workplace, or away from the workplace but conducting work for the company.

On entering the workplace, visitors and customers of the employer will also be required to comply with this policy.

It is therefore essential all persons engaged in AMOSC's operations are aware of and comply with all legislative and other requirements. During the employment induction process the Company will actively promote the dangers of alcohol and drug abuse in the workplace.

As a result employees, contractors and sub-contractors will be prohibited from carrying out normal duties when working for, or acting on behalf of AMOSC if they test positive to a compulsory, random drug and alcohol test.

Nick Quinn

General Manager

1 January 2015

**Appendix F: Emergency Procedures
FlipChart for MB317 (Egmopol)**

**EMERGENCY
PROCEDURES
FOR
Egmopol (MB317)**



CUT ALONG HERE
CUT ALONG HERE

Master

- Ensure safety of all personnel
- Assess Situation
- Cease operation and secure vessel (Anchor) if safe to do so
- Use fire extinguishers if safe to do so

IMMEDIATE ASSISTANCE:

MELB VTS (VHF 16)

EMERGENCY SERVICES (000)

- Inform & reassure personnel & direct to abandon ship if required – attract attention of other vessels
- If abandoning, take flare pack and cellphone
- Notify AMOSC
- Notify TSV – National Law defines a fire on board a commercial vessel as a reportable marine incident.
- Record the incident as soon as practicable

- Assist Master un
- Use Fire Extingu
- Abandon ship on

CUT ALONG HERE
CUT ALONG HERE

FIRE



Master

- Ensure safety of all personnel
- In charge at scene
- Assess Situation
- Cease operation and secure vessel (Anchor) if safe to do so
- Investigate source of smoke

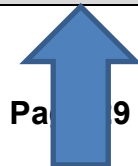
Upon confirmation of 'no fire':

- Manage smoke and eliminate source
- Notify AMOSC
- Record the incident as soon as practicable
- Inform & reassure personnel

**IMMEDIATE ASSISTANCE:
MELB VTS (VHF 16)
EMERGENCY SERVICES (000)**

- Assist Master un...

SMOKE NO FIRE



CUT ALONG HERE
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	GPH
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**CUT ALONG HERE
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COLLISION OR GROUNDING

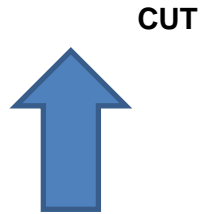
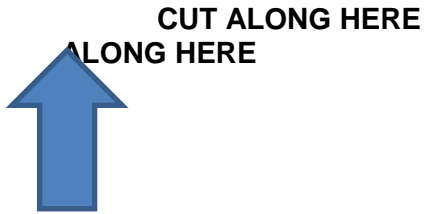
Master/GPH

- Assess situation
- Mark the position with a float
- Contact other vessels in vicinity to assist as required
- Position vessel and prepare to recover POB
- Deploy lifebuoy or throw line and recover POB
- Apply first aid – provide warm clothing
- Notify appropriate authorities
- Record the incident as soon as practicable

IMMEDIATE ASSISTANCE:
MELB VTS (VHF 16)
EMERGENCY SERVICES (000)

G

- Yell 'Man overboard'
- Point to person overboard and maintain visual on person
- Assist in recovery of person
- Do not enter the water
- Access First Aid Kit



PERSON OVERBOARD

**Master
(Engineer)**

- Assess Situation
- Contact Authorities
- Co-ordinate all operations
- Inform and reassure passengers
- Notify appropriate authorities
- Record the incident as soon as practicable
- Contact other vessels in vicinity to assist

IMMEDIATE ASSISTANCE:

MELB VTS (VHF 16)

EMERGENCY SERVICES (000)

- Assist Master un
- Deploy life rings
- Assist to keep a once in the water
- Remain with ves burning – then s of vessel

Master

- Assess Situation
- Send MAYDAY distress call
- Contact Authorities (Last Page)
- Co-ordinate all operations
- Inform and reassure passengers
- Contact other vessels in vicinity to assist
- Order “Abandon Vessel”
- Take flare pack and/or EPIRB – activate EPIRB if no other vessels in vicinity
- Notify appropriate authorities
- Record the incident as soon as practicable

IMMEDIATE ASSISTANCE:
MELB VTS (VHF 16)
EMERGENCY SERVICES (000)
CUT ALONG
HERE



CUT ALONG
HERE

Master

- Assess Situation
- Ensure safety of all personnel
- Cease operation and secure vessel (Anchor) if safe to do so
- Attend to first aid case if appropriate
- Contact other vessels in vicinity to assist
- Notify appropriate authorities
- Record the incident as soon as practicable

***IMMEDIATE ASSISTANCE:
MELB VTS (VHF 16)
EMERGENCY SERVICES (000)***

GPH

- Assist Master under
provide First Aid if ap

**CUT ALONG HERE
CUT ALONG HERE**



Master

- Ensure safety of all personnel
- Assess Situation
- Cease operation and secure vessel (Anchor) if safe to do so
- Isolate the source
- Contain the spill (Sorbent boom or similar)
- Contact Authorities (Last Page)
- Co-ordinate clean up operations
- Notify appropriate AMOSC
- Record the incident as soon as practicable

IMMEDIATE ASSISTANCE:

MELB VTS (VHF 16)

EMERGENCY SERVICES (000)

EPA:1300 372 842 (1300 EPA VIC)

- Assist Mast

**CUT ALONG HERE
CUT ALONG HERE**



Master

- Ensure safety of all personnel
- Assess Situation
- Cease operation and secure vessel (Anchor) if safe to do so
- Make following checks;
 - Fuel supply and fuel leads
 - Spark plus for outboard – fuel supply to engine for inboard
 - Check propeller for obstructions
 - Pump up fuel pump or lead bladder
 - Try restarting
- Make **PAN PAN** call on radio if no other vessels in vicinity
- Make VHF call top vessels in close proximity
- Notify appropriate AMOSC
- Record the incident as soon as practicable

IMMEDIATE ASSISTANCE:

MELB VTS (VHF 16)

EMERGENCY SERVICES (000)

EPA:1300 372 842 (1300 EPA VIC)

- Assist Mast

Loss of Engine power

CUT ALONG HERE
CONTACT NUMBERS



COMPANY CONTACT	Phone/Mob
NICK QUINN	0428 024 5 03 5272 15
ALL EMERGENCIES	VHF C
EMERGENCY SERVICES	000

MARINE CONTROLER	03 5247 03 0429 300 0
GEELONG PORT SECURITY	03 5247 03
Transport Safety Victoria REPORTING LINE	1800 223 0
MARINE POLLUTION EMERGENCY LINE	9883 533
E.P.A	1300 372 8 (1300 EPA)
WORKSAFE	1300 852 5

**Appendix G: Emergency Procedures
FlipChart for MSV12149 (AMOSC 2)**

**EMERGENCY
PROCEDURES
FOR
AMOSC 2 (MSV12149)**



CUT ALONG HERE
CUT ALONG HERE

Master

- Ensure safety of all personnel
- Assess Situation
- Cease operation and secure vessel (Anchor) if safe to do so
- Use fire extinguishers if safe to do so

IMMEDIATE ASSISTANCE:

MELB VTS (VHF 16)

EMERGENCY SERVICES (000)

- Record the incident as soon as practicable
- Inform & reassure personnel & direct to abandon ship if required
- Notify AMOSC
- Notify TSV – National Law defines a fire on board a commercial vessel as a reportable marine incident. (Details in SMS documentation or via contact numbers on last page)

- Assist Master un
- Use Fire Extingu
- Abandon ship on

CUT ALONG HERE
CUT ALONG HERE

FIRE



Master

- Ensure safety of all personnel
- In charge at scene
- Assess Situation
- Cease operation and secure vessel (Anchor) if safe to do so
- Investigate source of smoke

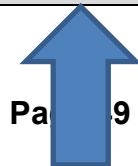
Upon confirmation of 'no fire':

- Manage smoke and eliminate source
- Notify AMOSC
- Record the incident as soon as practicable
- Inform & reassure personnel

**IMMEDIATE ASSISTANCE:
MELB VTS (VHF 16)
EMERGENCY SERVICES (000)**

- Assist Master und

SMOKE NO FIRE



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**CUT ALONG HERE
CUT ALONG HERE**



COLLISION OR GROUNDING

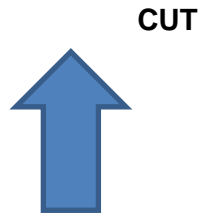
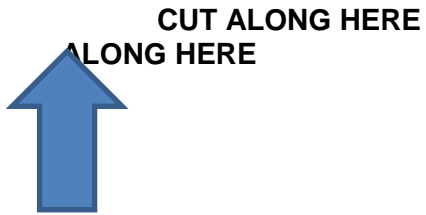
Master/GPH

- Assess situation
- Contact other vessels in vicinity to assist as required
- Position vessel and prepare to recover POB
- Deploy lifebuoy or throw line and recover POB
- Notify appropriate authorities
- Record the incident as soon as practicable

IMMEDIATE ASSISTANCE:
MELB VTS (VHF 16)
EMERGENCY SERVICES (000)

G

- Yell 'Man overboard'
- Point to person overboard and maintain visual on person
- Assist in recovery of person
- Do not enter the water
- Access First Aid Kit



PERSON OVERBOARD

**Master
(Engineer)**

- Assess Situation
- Contact Authorities
- Co-ordinate all operations
- Inform and reassure passengers
- Notify appropriate authorities
- Record the incident as soon as practicable
- Contact other vessels in vicinity to assist

IMMEDIATE ASSISTANCE:

MELB VTS (VHF 16)

EMERGENCY SERVICES (000)

- Assist Master un
- Deploy life rings
- Assist to keep a
once in the water

Master

- Assess Situation
- Send MAYDAY distress call
- Contact Authorities (Last Page)
- Co-ordinate all operations
- Inform and reassure passengers
- Contact other vessels in vicinity to assist
- Order "Abandon Vessel"
- Notify appropriate authorities
- Record the incident as soon as practicable

**IMMEDIATE ASSISTANCE:
MELB VTS (VHF 16)
EMERGENCY SERVICES (000)**



CUT ALONG
HERE



CUT ALONG
HERE

Master

- Assess Situation
- Ensure safety of all personnel
- Cease operation and secure vessel (Anchor) if safe to do so
- Attend to first aid case if appropriate
- Contact other vessels in vicinity to assist
- Notify appropriate authorities
- Record the incident as soon as practicable

***IMMEDIATE ASSISTANCE:
MELB VTS (VHF 16)
EMERGENCY SERVICES (000)***

GPH

- Assist Master under First Aid if appropriate

**CUT ALONG HERE
CUT ALONG HERE**



Master

- Ensure safety of all personnel
- Assess Situation
- Cease operation and secure vessel (Anchor) if safe to do so
- Isolate the source
- Contain the spill (Sorbent boom or similar)
- Contact Authorities (Last Page)
- Co-ordinate clean up operations
- Notify appropriate AMOSC
- Record the incident as soon as practicable

IMMEDIATE ASSISTANCE:

MELB VTS (VHF 16)

EMERGENCY SERVICES (000)

EPA:1300 372 842 (1300 EPA VIC)

- Assist Mast

CUT ALONG HERE
CUT ALONG HERE



CONTACT NUMBER



COMPANY CONTACT	Phone/Mob
NICK QUINN	0428 024 5 03 5272 15
ALL EMERGENCIES	VHF C
EMERGENCY SERVICES	000
MARINE CONTROLER	03 5247 03 0429 300 0
GEELONG PORT SECURITY	03 5247 03
Transport Safety Victoria REPORTING LINE	1800 223 0
MARINE POLLUTION EMERGENCY LINE	9883 533

E.P.A	1300 372 8 (1300 EPA V
WORKSAFE	1300 852 5