



**Australian Government**

# **MARD003 Manage legal requirements of a vessel**

**Release: 1**

## MARD003 Manage legal requirements of a vessel

### Modification History

Release 1. This is the first release of this unit of competency in the MAR Maritime Training Package Release 3.0.

### Application

This unit involves the skills and knowledge required to comply with legislative obligations and requirements specific to the vessel.

This unit applies to maritime workers working in the maritime industry as a Master Unlimited.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

### Pre-requisite Unit

Not applicable.

### Competency Field

D – Administration and Human Resources

### Unit Sector

Not applicable.

### Elements and Performance Criteria

#### ELEMENTS

Elements describe the essential outcomes.

#### 1 Determine legislative obligations and requirements

#### 2 Develop strategies for

#### PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1.1 Legal obligations in relation to vessel operations are ascertained

1.2 Legislative requirements relating to vessel operations are recognised

1.3 Obligations and legislative requirements are clarified with relevant government and licensing agencies

2.1 Obligations and legislative requirements are

- compliance with legislative obligations and requirements** analysed to develop compliance strategies
- 2.2 Strategies are reviewed with relevant stakeholders to determine suitability
  - 2.3 Strategies are used to develop regular, cyclical compliance checks
  - 2.4 Strategies and compliance requirements are communicated to crew members
  - 2.5 Relevant training is conducted to facilitate compliance
- 3 Undertake scheduled compliance checks**
- 3.1 Compliance checks are delegated to relevant crew members
  - 3.2 Problems that may lead to potential noncompliance are identified and reported
  - 3.3 Timing and outcomes of compliance checks are recorded according to regulatory and organisational requirements
  - 3.4 Information from compliance checks is analysed to identify noncompliance or potential noncompliance instances
- 4 Rectify noncompliance with legislative obligations and requirements**
- 4.1 Course of action to take to address noncompliance instances is determined
  - 4.2 Timely remedial action is undertaken and legislative obligations and requirements are complied with
  - 4.3 Training and instruction is conducted to ensure compliance with regulations
  - 4.4 Checks are made to ensure noncompliance has been addressed
  - 4.5 Specific area is monitored to ensure continuing compliance
  - 4.6 Reason for noncompliance is analysed to guide future compliance
- 5 Maintain required certification of shipboard items and**
- 5.1 Documentation held by the vessel is completed against authorised inventory

**equipment**

- 5.2 Continuous validity of certification extensions and requirements for renewals is ensured through timely attention
- 5.3 Continuing effectiveness of tests, checks and maintenance programs is reflected in certificate conditions of surveyed items and equipment
- 5.4 Organisational and issuing authority requirements are complied with through timely survey arrangements

**6 Maintain documentation related to legislative requirements**

- 6.1 Certificates and documentation are stored in a manner that optimises their use and accessibility for vessel operations
- 6.2 Clear, concise and accurate records are kept
- 6.3 Regulatory and organisational requirements, and format for records are complied with
- 6.4 Validity of records is maintained when required corrections to records are made
- 6.5 Documentation is secured and confidentiality is maintained according to organisational procedures
- 6.6 Organisational procedures are followed to back-up computer
- 6.7 Records and reports are distributed to required authorities at appropriate times

**Foundation Skills**

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

**Range of Conditions**

Range is restricted to essential operating conditions and any other variables essential to the work environment.

- Legal obligations include:
- responsibilities under the relevant requirements of the International Convention on Load Lines, 1966, as amended
  - responsibilities under the relevant requirements of the International Convention for the Safety of Life at Sea (SOLAS), 1974, as amended
  - responsibilities under the International Convention for Prevention of Pollution from Ships, as amended
  - responsibilities under international instruments affecting the safety of the ship, passengers, cargo and crew
- Legislative requirements include:
- certificates and other documents to be carried on board ships by international conventions
  - maritime declarations of health and the requirements of International Health Regulations
  - methods and aids to prevent pollution of the maritime environment by ships
  - national legislation for implementing international agreements and conventions
- Strategies for compliance include one or more of the following:
- conducting drills required under SOLAS and relevant Marine Orders applicable to firefighting and lifesaving appliances
  - ensuring survey items are subject to required checks, inspections and maintenance programs
  - maintaining correct documentation and records
  - maintaining valid certification dates
  - using relevant safety management system checklists

## Unit Mapping Information

This unit replaces and is equivalent to MARD6001A Manage legal requirements of a vessel.  
MARD6001A replaces and is equivalent to TDMMF307B Manage business and legal requirements on a vessel.

## Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=772efb7b-4cce-47fe-9bbd-ee3b1d1eb4c2>