



Australian Government

Assessment Requirements for MARG008 Manage a vessel and its crew

Release: 1

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Modification History

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

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying decision-making techniques, including situation and risk assessment, identifying and generating options, selecting a course of action and evaluating outcome effectiveness
- applying effective resource management, including:
 - allocation, assignment and prioritisation of resources
 - applying assertiveness and leadership
 - obtaining and maintaining situational awareness
 - making decisions reflecting consideration of team experiences
 - using effective communication on board and ashore
- applying relevant work health and safety (WHS)/occupational health and safety (OHS) requirements and work practices
- applying task and workload management, including planning and coordination, personnel assignment, time and resource constraints, and prioritisation
- applying team-building strategies, including:
 - clarifying ground rules and behavioural expectations
 - defining and clarifying objectives and work area plans
 - encouraging input into the review of the safety management system (SMS)
 - fostering creativity
 - offering constructive feedback
 - recognising achievements
 - strengthening communications processes
- assessing current competence, capabilities and operational requirements to determine training objectives and activities
- developing, implementing and overseeing standard operating procedures (SOPs)
- giving and receiving feedback clearly and unambiguously
- informing crew of expected standards of work and behaviour in a manner appropriate to the individual concerned.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- consultative methods, including:
 - email/intranet communications, newsletters or other processes and devices that ensure all employees have the opportunity to contribute to team and individual operational plans
 - mechanisms used to provide feedback to work team in relation to outcomes of consultation
 - meetings, interviews and brainstorming sessions
- contingency plans, including:
 - allocating functions or tasks
 - recycling and re-using materials
 - risk identification, assessment and management processes
 - strategies for reducing costs, wastage, stock or consumables
- decision-making techniques
- development opportunities, including:
 - career pathways
 - coaching
 - external study
 - formal course participation
 - induction
 - in-house training programs
 - job rotation
 - mentoring
 - on-the-job training
- information management system, including:
 - data receipt
 - procedures and protocols
 - recording
 - recording and documenting incidents
 - security and authority assignment
 - storage and dispatch modes
 - types of technology – electronic data exchange devices
- key performance indicators (KPIs) as measures for monitoring or evaluating the efficiency or effectiveness of a system, which may be used to demonstrate accountability and to identify areas for improvements
- organisational SMS requirements
- performance expectations, including:
 - documented KPIs developed by Master for:
 - individuals

- individuals and crew
- informal KPIs developed by Master for:
 - individuals
 - individuals and crew
- potential and current issues and problems, including:
 - appeals against formal decisions such as assessments
 - bullying
 - discrimination and harassment
 - disputes between individuals or parties
 - grievances
 - injury rehabilitation
 - perceived or actual issues relating to work:
 - performance of self and others
 - roles, job design and allocation of duties
 - prejudice or racial vilification
 - promotions
 - stress or personal problems
- relevant international maritime conventions and recommendations, and national legislation including:
 - International Safety Management (ISM) Code
 - Maritime Labour Convention (MLC)
 - International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW)
- relevant personnel, including:
 - crew supervisors
 - Masters of other vessels
 - senior crew members
 - senior management
 - union or employee representatives
 - WHS/OHS committee/s and other people with specialist responsibilities
- resource acquisition, including:
 - current and projected human, physical and financial resources
 - goods and services to be purchased and ordered
 - stock requirements and requisitions
- shipboard personnel management and training
- WHS/OHS requirements and work practices.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training

Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Practical assessment must occur in a workplace, or realistic simulated workplace, under the normal range of workplace conditions.

Simulations and scenarios may be used where situations cannot be provided in the workplace or may occur only rarely, in particular for situations relating to emergency procedures and adverse weather conditions where assessment would be unsafe, impractical or may lead to environmental damage.

Resources for assessment include access to:

- applicable documentation, such as legislation, regulations, codes of practice, workplace procedures and operational manuals
- tools, equipment, machinery, materials and relevant personal protective equipment (PPE) currently used in industry.

Links

Companion Volume implementation guide can be found in VetNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=772efb7b-4cce-47fe-9bbd-ee3b1d1eb4c2>