



**Australian Government**

# **MARG008 Manage a vessel and its crew**

**Release: 1**

# MARG008 Manage a vessel and its crew

## Modification History

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

## Application

This unit involves the skills and knowledge required to lead and manage the operations of a vessel and its crew.

This unit applies to people working in the maritime industry in the capacity of:

- Master of a commercial vessel less than 500 gross tonnage (GT)
- Master of a commercial vessel Unlimited.

## Licensing/Regulatory Information

Legislative and regulatory requirements are applicable to this unit.

- This unit is one of the requirements to obtain Australian Maritime Safety Authority (AMSA) certification as a Master of a commercial vessel less than 500 gross tonnage (GT) or Master Unlimited and to meet regulatory requirements this unit must be delivered consistent with Marine Orders and with the relevant sections of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW).
- Those regulatory requirements include STCW International Maritime Organization (IMO) model course competencies and areas of knowledge, understanding and proficiency, together with the estimated total hours required for lectures and practical exercises. Teaching staff should note that timings are suggestions only and should be adapted to suit individual groups of trainees depending on their experience, ability, equipment and staff available for training.

## Pre-requisite Unit

Not applicable.

## Competency Field

G – Teamwork

## Unit Sector

Not applicable.

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

### PERFORMANCE CRITERIA

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

#### 1 Take command

- 1.1 Command is exercised according to organisational authority and guidelines
- 1.2 Command structure is established appropriate to vessel
- 1.3 Command structure is communicated to crew and external authorities who have a regulatory interest in vessel
- 1.4 Command information management system is implemented
- 1.5 Communication mechanisms and procedures are implemented between levels of command according to organisational procedures
- 1.6 Liaison is established and maintained to meet control and command requirements

#### 2 Manage operations

- 2.1 Operational plan is developed in consultation with relevant personnel
- 2.2 Key performance indicators (KPIs) are developed, detailed and included in operational plan
- 2.3 Contingency plans are developed and implemented at appropriate stages of operational planning
- 2.4 Both human and physical resource acquisition is planned and managed according to organisational procedures
- 2.5 Standard operating procedures (SOPs) are developed in an appropriate format
- 2.6 Performance systems and processes to assess progress in achieving profit and productivity plans and targets are developed, monitored and reviewed

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|          | <b>2.7</b>   | Areas of under-performance are identified and prompt action taken to rectify the situation   |
|          | <b>2.8</b>   | Recommendations for variations to operational plans are negotiated according to organisational procedures  |
|          | <b>2.9</b>   | Systems to ensure procedures and records associated with documenting performance are managed according to organisational procedures  |
| <b>3</b> | <b>Apply task and workload management</b>                |  |
|          | <b>3.1</b>   | Workload of crew members is planned taking into account time and resource constraints and hours of work and rest requirements  |
|          | <b>3.2</b>   | Crew are assigned workload priority and performance expectations are communicated clearly  |
|          | <b>3.3</b>   | Workload of crew is coordinated according to agreed objectives and timelines   |
|          | <b>3.4</b>   | Performance of crew and individuals is systemically monitored against defined measurable performance criteria to ensure satisfactory completion of assigned tasks and workloads    |
|          | <b>3.5</b>   | Potential and current issues and problems arising in relation to task and workload management are identified and acted on according to organisational and legislative requirements |
| <b>4</b> | <b>Support and participate in development activities</b> |  |
|          | <b>4.1</b>   | Training needs of crew and individuals are identified and assessed on a regular basis according to organisational procedures   |
|          | <b>4.2</b>   | Action plan to meet crew and individual training and development needs is developed, agreed and implemented  |
|          | <b>4.3</b>   | On-the-job training is provided to meet crew needs according to the required organisational standard   |
|          | <b>4.4</b>   | Crew members are encouraged and supported to attend training and to undertake development opportunities  |
|          | <b>4.5</b>   | Coaching and mentoring are utilised as developmental tools   |
| <b>5</b> | <b>Communicate objectives and required standards</b>     |  |
|          | <b>5.1</b>   | Crew members are provided with up-to-date information concerning organisational objectives and standards   |

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|          | <b>5.2</b>  | Crew member understanding of objectives and standards is checked  |
|          | <b>5.3</b>  | Organisational standards and values are modelled and promoted to crew members   |
| <b>6</b> | <b>Provide leadership to crew and individuals</b> |   |
|          | <b>6.1</b>  | Link between function of crew and organisational goals is articulated and communicated to crew  |
|          | <b>6.2</b>  | Participative decision making is used to develop, implement and review work of crew and to allocate responsibilities                    |
|          | <b>6.3</b>  | Opportunities are given to crew and individuals to develop new and innovative work practices and strategies                             |
|          | <b>6.4</b>  | Appropriate delegation to crew and individuals is made according to crew objectives and goals, and organisational policy and procedures |
|          | <b>6.5</b>  | Tasks are allocated within the competence of crew members and supported with appropriate authority, autonomy and training               |
|          | <b>6.6</b>  | Procedures for emergency responses are developed and communicated to crew members   |
| <b>7</b> | <b>Make effective decisions</b>                   |   |
|          | <b>7.1</b>  | Team-building strategies are applied to achieve strengthened crew and individual commitment to organisational vision and goals          |
|          | <b>7.2</b>  | Range of consultative methods are used to involve crew in decisions and vessel risk assessment  |
|          | <b>7.3</b>  | Use of problem-solving strategies and techniques to identify and generate options is promoted   |
|          | <b>7.4</b>  | Decisions and actions are evaluated for their effectiveness and positive outcomes   |
|          | <b>7.5</b>  | Decisions and actions are documented and reported according to organisational procedures  |

## 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.

## Unit Mapping Information

This unit replaces and is equivalent to MARG006 Manage a vessel and its crew.

## Links

Companion Volume implementation guide can be found in VetNet -

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