



Australian Government

Department of Education, Employment and Workplace Relations

TDMMF701B Observe safe working practices and procedures on board a vessel

Release: 1

Modification History

Not Available

INTRODUCTION

Field MF

Operational quality and safety

Unit Descriptor

This unit involves the skills and knowledge required to implement regulatory requirements for occupational health and safety on board a commercial vessel, including following and applying established maritime safe working practices and procedures and hazard control strategies.

The unit is consistent with the related functional standard in Table A VI/1-4 of the STCW 95 Code and AMSA Marine Orders Part 3, Issue 5, Appendix 4. It forms part of mandatory minimum requirements for familiarization and basic safety competence

required for all seafarers. It covers the National Occupational Health and Safety

Commission Generic Competency A and is equivalent to the Seafood Industry competency standard SFICORE104A Meet workplace health and safety requirements.

ELEMENT

1. Identify and follow workplace procedures for hazard identification and risk control

PERFORMANCE CRITERIA

- a. Safety regulations and established vessel's safety and hazard control practices and procedures are obtained, interpreted and applied to day-to-day work activities
- b. Workplace procedures for Occupational Health and Safety and related work instructions for controlling risks onboard a vessel are accurately followed
- c. Workplace procedures for dealing with shipboard accidents, fire and emergencies are known and followed
- d. Hazards in the workplace are identified and appropriate action is taken to report them and to minimise or eliminate risk to personnel, vessel and the environment
- e. Where relevant, procedures and precautions necessary for entry into a pump room, fuel tanks or other confined spaces on a vessel are correctly followed
- f. Personal protection clothing and equipment is correctly used in accordance with established shipboard safety practices and procedures
- g. Appropriate assistance is provided in the event of a shipboard emergency to secure the vessel and its machinery and equipment and to maintain the safety of the vessel and persons involved

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| | h. Established emergency and contingency plans are followed in the event of a shipboard emergency |
| 2. Contribute to arrangements for the management of occupational health and safety | <ul style="list-style-type: none"> a. Occupational Health and Safety issues and identified safety hazards are raised with designated personnel in accordance with workplace procedures and relevant occupational health and safety legislation b. Contributions to occupational health and safety management in the workplace are made within workplace procedures and provisions of relevant legislation c. Occupational health and safety issues are raised with designated personnel in accordance with workplace procedures and relevant occupational health and safety legislation. d. Contribute to participative arrangements for occupational health and safety management in the workplace within vessel's procedures and scope of responsibilities and competencies |
| 3. Complete Occupational Health and Safety records | <ul style="list-style-type: none"> a. Occupational health and safety records for self are completed in accordance with workplace requirements b. Legal requirements for the maintenance of records of occupational injury and diseases are followed |

RANGE STATEMENT

OBSERVE SAFE WORKING PRACTICES AND PROCEDURES ON BOARD A VESSEL

VARIABLE

1. General context

SCOPE

- a. Work must be carried out in compliance with the relevant maritime and OH&S regulations.
- b. Safe working practices and procedures and established hazard control strategies are correctly applied to day-to-day work either individually or in a team environment with some accountability for the safety of self and others.
- c. Day-to-day work involves the application of known and established safe working and hazard control practices and procedures across a variety of normal and emergency contexts.

2. Worksite environment

- a. Vessel may include any Australian or international commercial vessel
- b. Work may be conducted in enclosed spaces, exposed conditions and controlled or open environment
- c. Safe working practices and hazard control strategies must be applied at all times including:
 - by day or night in both normal and emergency situations
 - under any permissible conditions of weather and loading
 - while underway
 - during berthing and unberthing operations c.5. while anchoring or mooring
 - when slipped or in dry-dock
 - when bunkering
 - during cargo, fishing or passenger operations.
- d. Emergencies may include:
 - loss of propulsion power
 - loss of electrical power
 - loss of steerage
 - flooding of vessel
 - fire or explosion
 - loss of refrigeration
 - loss of water making ability or fresh water stowage

- fuel oil, lubrication oil, steam and gas leaks
- overheating and overspeed of machinery, governors, emergency trips
- cyclones or severe weather conditions
- e. Workplace hazards may include:
 - moving heavy loads in an unsafe work environment
 - unsecured machinery, components, cargo or repair equipment
 - slippery deck
 - welding equipment
 - sharp tools and implements e.6. power tools
 - moving and rotating machinery
 - flammable liquids, vapours and fuel
 - faulty machinery equipment handling equipment and lifting gear
 - using equipment beyond safe working limits
 - poor housekeeping procedures
 - non-compliance with safe working procedures e.13. electrical wiring and systems
 - hot pipes and valves (steam, fuel oil, lubricating oil)
 - cold pipes and valves (refrigeration and liquefied gas cargoes)
 - working at heights
 - exposed electrical circuits e.18. toxic gases and substances
 - chemicals and other harmful substances e.20. damaged cargo and containers
- f. Personnel in work area may include vessel's officers and crew, passengers, contractors, official representatives
- g. Hazard identification may include activities associated with:
 - checking equipment or the work area before work commences and during work
 - workplace inspections
 - housekeeping
- h. Participative arrangements may include:
 - formal and informal meetings which include occupational health and safety
 - occupational health and safety committees
 - other committees for example: consultative, planning and purchasing
 - health and safety representatives

- suggestions, requests, reports and concerns put forward by vessel's crew to senior officers
 - i. Designated personnel may include:
 - ship's officers
 - team leaders
 - management occupational health and safety personnel
 - other persons authorised or nominated by the company or ship's officers to:
 - perform specified work
 - approve specified work
 - inspect specified work
 - direct specified work
3. Sources of information/documents
- a. Sources of information and documentation may include:
- ISM Code and safety management system plans, procedures, checklists and instructions, (where applicable), machinery/equipment manuals
 - vessel and company's safety management policies, emergency contingency plans and procedures
 - records required under OH&S legislation, for example:
 - worker's compensation and rehabilitation records
 - hazardous substances registers
 - material Safety Data Sheets
 - major accident/injury notifications
 - manufacturers and suppliers OH&S information
 - OH&S audits and inspection reports
 - maintenance and testing reports
 - workplace environmental monitoring and health surveillance records
 - records of instruction and training
 - first aid / medical post records.
4. Applicable International, Australian and State/Territory regulations and legislation
- a. Applicable regulations and legislation may include:
- relevant sections of Federal and State/Territory and international maritime regulations dealing with OH&S in shipboard workplaces
 - relevant international, Australian and State/Territory OH&S legislation, particularly:
 - OH&S Acts, regulations and codes of practice, including regulations and codes of practice relating

to hazards present in the workplace or industry;

- general duty of care under OH&S legislation and common law;
- requirements for the maintenance and confidentiality of records of occupational injury and disease;
- requirements for provision of OH&S information and training;
- provisions relating to roles and responsibilities of health and safety representatives and/or OH&S committees
- provisions relating to OH&S issue resolution.

EVIDENCE GUIDE

OBSERVE SAFE WORKING PRACTICES AND PROCEDURES ON BOARD A VESSEL

1. Critical aspects of evidence to be considered
 - a. Assessment must confirm appropriate knowledge and skills to:
 - Identify and follow workplace procedures for hazard identification and risk control
 - Contribute to arrangements for the management of OH&S onboard a vessel
 - Complete OH&S records and other documentation as required
 - Communicate effectively with others on workplace safety matters
2. Interdependent assessment of units
 - a. This unit of competency may be assessed in conjunction with other units that form part of a job role of any seafarer. (It is a mandatory requirement for all seagoing personnel).
3. Required knowledge and skills
 - a. Knowledge of relevant maritime and OH&S regulations
 - b. ISM Code and other Safety Management System procedures (where applicable)
 - c. The provisions of OH&S Acts, regulations and codes of practice relevant to the workplace, including the rights and responsibilities of the workplace parties under OH&S Acts, regulations and codes of practice;
 - d. The ways in which OH&S is managed in the workplace, and activities required under OH&S legislation, for example:
 - policies
 - procedures
 - plant and equipment operation and maintenance
 - hazard identification
 - risk assessment and control
 - e. OH&S instruction
 - f. training and provision of OH&S information
 - g. Hazards that exist in the workplace
 - f. The preferred order of ways to control risks (known as the hierarchy of control);
 - g. Workplace OH&S procedures relevant to the work being undertaken, including procedures for:
 - recognising and reporting on hazards, for example, work area inspections

- work operations to control risks, for example, permit to work systems and isolation procedures
 - responding to accidents, fires and emergencies
 - raising OH&S issues
 - employee participation in OH&S management, for example, consultative or OH&S committees and joint employer/employee inspections
- h. The meaning of OH&S symbols found on signs and labels in the workplace
- i. Designated personnel responsible for OH&S onboard a vessel

4. Resource implications

Opportunities to either :

- a. Participate in a range of practical and theoretical assignments, exercises, case studies and other assessments that demonstrate the skills and knowledge to contribute to the application of safe working practices and safety hazard control onboard a vessel; and/or
- b. Contribute to the application of safe working practices and hazard control and safety hazard control on a commercial or training vessel

5. Consistency in performance

- a. Applies underpinning knowledge and skills when:
 - identifying and following workplace procedures for hazard identification and risk control
 - contributing to arrangements for the management of OH&S onboard a vessel
 - completing OH&S records as required
 - communicating effectively with others on workplace safety matters
- b. Shows evidence of application of relevant workplace procedures including:
 - relevant maritime regulations
 - ISM Code and associated vessel's Safety Management System and procedures (where applicable)
 - OH&S legislation and regulations and hazard prevention policies and procedures
 - on-board housekeeping processes
 - waste, pollution and recycling management processes
- c. Action taken promptly to report and/or rectify hazards, safety risks and safety incidents in accordance with established procedures
- d. Work is completed systematically with required attention to detail

6. Context for assessment

Assessment of competence must comply with the assessment requirements of the relevant maritime regulations

Assessment of this unit must be undertaken within relevant marine authority approved and audited arrangements by a registered training organisation:

- As a minimum, assessment of knowledge must be conducted through appropriate written/oral examinations:
- Appropriate practical assessment must occur:
 - at the registered training organisation, and/or
 - on an appropriate working or training vessel

KEY COMPETENCY LEVELS

Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
Level 1	Level 2	Level 1	Level 2	Level 1	Level 1	Level 1