



Australian Government

MARF031 Apply leadership and team working capability

Release: 2

MARF031 Apply leadership and team working capability

Modification History

Release 2. This is the second release of this unit of competency in the MAR Maritime Training Package.

- Minor statement changes in unit Application.

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 apply leadership and team working capability in accordance with Australian and international regulations and guidelines.

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

- Electro-Technical Officer (STCW Electro-Technical Officer Unlimited)
- Engineer Class 3 Near Coastal
- Engineer Watchkeeper (STCW Engineer Watchkeeper Unlimited)
- Master of a commercial ship up to 100 metres Near Coastal
- Master of a commercial vessel up to 500 gross tonnage (GT)
- Watchkeeper Deck.

Licensing/Regulatory Information

Legislative and regulatory requirements are applicable to this unit.

- 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.

Near Coastal Qualifications:

- This unit is one of the requirements to obtain Australian Maritime Safety Authority (AMSA) certification as an Engineer Class 3 Near Coastal or Master up to 100 metres Near Coastal as defined in the Marine Order 505.

Blue Waters Qualifications:

- This unit is one of the requirements to obtain AMSA certification as an Electro-Technical Officer (STCW Electro-Technical Officer Unlimited), Engineer Watchkeeper (STCW Engineer Watchkeeper Unlimited), Master on a commercial vessel up to 500 gross tonnage (GT) or Watchkeeper Deck 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).

Training providers seeking to offer this unit of competency must gain AMSA approval before the

unit is offered.

Seafarers seeking certification should check with AMSA.

Pre-requisite Unit

Not applicable.

Competency Field

F – Operational Quality and Safety

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Establish working systems and procedures

2 Assign resources and allocate duties

PERFORMANCE CRITERIA

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

1.1 Principles of resource management are interpreted to establish the functions and responsibilities of the crew

1.2 Principles of resource management are interpreted to establish arrangements and procedures

1.3 Operations are planned, and arrangements and procedures applied and evaluated according to regulatory requirements and company procedures

1.4 Working systems are documented, as required, and communicated to relevant personnel

1.5 Schedules are developed with due consideration to crew's experience

2.1 Current competency of crew is evaluated and appropriate measures are taken to ensure all personnel have the required level of competency

2.2 Clear and unambiguous roles and responsibilities of crew are determined

- | | | |
|----------|-------------------------|--|
| | 2.3 | Crew are allocated duties and informed of expected standards of work and behaviour in a manner appropriate to the individuals concerned |
| | 2.4 | Resources are allocated and assigned as needed in correct priority to perform necessary tasks to obtain and maintain situational awareness |
| 3 | Manage personnel | |
| | 3.1 | Crew are informed of current and predicted vessel and operational status and external environment |
| | 3.2 | Operations are undertaken in accordance with established functions and responsibilities |
| | 3.3 | Effective communication is maintained with crew on matters relevant to safety and integrity of vessel |
| | 3.4 | Questionable decisions and/or actions are dealt with using an appropriate challenge and response |
| | 3.5 | Fatigue management strategies are applied |
| | 3.6 | Operations are monitored and appropriate action is taken if found to be in breach of established arrangements, regulations and 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 MARF022 Apply maritime resource management principles

Links

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

Assessment Requirements for MARF031 Apply leadership and team working capability

Modification History

Release 2. This is the second release of this unit of competency in the MAR Maritime Training Package.

- Minor statement changes in unit Application.

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 principles of resource management
- applying relevant work health and safety (WHS)/occupational health and safety (OHS) requirements and work practices
- assessing competency and experience of vessel officers and crew, and their suitability for specific roles
- assisting team members to develop and maintain the required level of competency
- communicating effectively with others on issues, arrangements and requirements
- demonstrating effective leadership and management skills
- developing, implementing and overseeing operating procedures
- establishing and maintaining appropriate internal and external communication systems
- establishing and managing operations on an operational commercial vessel in an appropriate range of contexts
- identifying and evaluating problems using risk assessment techniques, determining appropriate courses of action and evaluating outcome of effectiveness
- investigating and arbitrating shipboard conflicts
- monitoring arrangements and taking appropriate action where there is an identified breach of established arrangements, regulations or procedures
- planning and coordinating timelines, tasks, prioritisation and workload
- reading, interpreting and applying instructions, procedures and information relevant to procedures and responsibilities
- recognising and interpreting signs of fatigue among crew and initiating appropriate action.

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:

- cultural differences and how to deal with them
- documentation and procedures, including:
 - Australian Maritime Safety Authority (AMSA) Marine Orders
 - company procedures
 - International Chamber of Shipping (ICS) Bridge Procedures Guide
 - International Maritime Organization (IMO) International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), including the Manila Amendments
 - International Safety Management (ISM) Code, safety management system (SMS) plans, procedures, checklists and instructions
 - navigational charts
 - operational orders
 - vessel log
- effective decision-making techniques
- factors to take into account when establishing watchkeeping arrangements, including:
 - attention necessary when navigating in or near traffic separation schemes or other routeing measures
 - bridge or engine room must never be left unattended
 - operational status of bridge/engine room instrumentation, controls and alarms
 - professional competency and experience of vessel officers and crew and their familiarity with the vessel's equipment, procedures and manoeuvring capability
 - provision of unmanned machinery space (UMS) controls, alarms and indicators
 - proximity of navigational hazards
 - size of the vessel and the field of vision available from the conning position
 - traffic density and other activities occurring in the area in which the vessel is navigating
 - unusual demands on the watch arising from operational conditions
 - use and operational condition of navigational aids
 - weather and sea conditions, visibility and whether there is daylight or darkness
 - whether the vessel is fitted with an automatic steering system
 - whether there are radio duties to be performed
- fatigue management principles, strategies and techniques, including:
 - appropriate dietary habits
 - arranging to take a break when symptoms of fatigue are identified
 - avoiding excessive consumption of alcohol prior to watchkeeping duties
 - maintaining personal fitness and health
 - recognition of symptoms of fatigue
- functions and responsibilities of shipboard personnel management and training
- importance of situation awareness to decision making
- related international maritime conventions, recommendations, and national legislation, including Maritime Labour Convention (MLC)
- resource management principles, including:

- allocation, assignment and prioritisation of resources
- assertiveness and leadership, including motivation
- consideration of team experience, including decisions that reflect team experiences
- effective communication onboard and ashore
- obtaining and maintaining situational awareness
- watchkeeping principles as described in AMSA Marine Orders, including:
 - assistance must be available to be summoned to the bridge or engine room if required by a change in the vessel's situation
 - duties of lookout and/or helmsman must be kept separate
 - lookout must give full attention to keeping a proper lookout and must not be given other duties which could interfere with the task
 - necessary precautions must be taken to avoid polluting the marine environment
 - proper lookout must be maintained at all times
- ways of assessing the current competency of vessel officers and crew, and their familiarity with the vessel's equipment, procedures and manoeuvring capability
- 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 must 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 Guides are found in VETNet -

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

