



Australian Government

MARD6001A Manage legal requirements of a vessel

Release 1

MARD6001A Manage legal requirements of a vessel

Modification History

Release 1

This is the first release of this unit.

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

Unit Descriptor

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

Application of the Unit

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

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

1 Determine legislative obligations and requirements	1.1	<i>Legal obligations</i> in relation to vessel operations are ascertained
	1.2	<i>Legislative requirements</i> relating to operation of a vessel are recognised
	1.3	Obligations and legislative requirements are clarified with relevant government and licensing agencies
2 Develop strategies for compliance with legislative obligations and requirements	2.1	Obligations and legislative requirements are analysed to develop <i>strategies for compliance</i>
	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 instances of noncompliance or potential noncompliance
4 Rectify noncompliance with legislative obligations and requirements	4.1	Course of action to take to address instances of noncompliance 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 equipment | <ul style="list-style-type: none">5.1 Documentation held by the vessel is completed against authorised inventory5.2 Continuous validity of certification extensions and requirements for renewals is ensured through timely attention5.3 Continuing effectiveness of tests, checks and maintenance programs is reflected in certificate conditions of surveyed items and equipment5.4 Organisational and issuing authority requirements are complied with through timely survey arrangements |
| 6 Maintain documentation related to legislative requirements | <ul style="list-style-type: none">6.1 Certificates and documentation are stored in a manner that optimises their use and accessibility for vessel operations6.2 Clear, concise and accurate records are kept6.3 Regulatory and organisational requirements, and format for records are complied with6.4 Validity of records is maintained when required corrections to records are made6.5 Documentation is secured and confidentiality is maintained according to organisational procedures6.6 Organisational procedures are followed to back-up computer6.7 Records and reports are distributed to required authorities at appropriate times |

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required Skills:

- Ensure procedures for monitoring operations and maintenance comply with legislative requirements
- Interpret information relevant to legislative requirements to ensure the security and safety of life of crew, passengers and others at sea
- Plan renewal and extension of certificates to ensure continued validity of surveyed items and equipment
- Promptly and fully identify potential noncompliance

Required Knowledge:

- International maritime law embodied in international agreements and conventions in relation to:
 - certificates and other documents to be carried on board ships by international conventions, how they may be obtained and their period of validity
 - 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 Safety of Life at Sea, 1974, as amended
 - responsibilities under the International Convention for Prevention of Pollution from Ships, as amended
 - maritime declarations of health and the requirements of International Health Regulations
 - responsibilities under international instruments affecting the safety of the ship, passengers, cargo and crew
 - methods and aids to prevent pollution of the maritime environment by ships
 - national legislation for implementing international agreements and conventions
- Procedures for maintaining security and confidentiality of information
- Relevant regulations, codes and conventions related to business and legal requirements, security and safety of life of crew, passengers and others on a vessel
- Sources of reference and information on detailed survey and certification requirements
- Systems and methods for recording, retrieving and storing information
- Work health and safety (WHS)/occupational health and safety (OHS) requirements and work practices

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, the required skills and knowledge, the range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the Elements, Performance Criteria, Required Skills, Required Knowledge and include:

- ensuring currency of relevant legislative and regulatory knowledge
- ensuring currency of relevant reference material
- developing effective planning documents
- attention to appropriate level of detail in recordkeeping.

Context of and specific resources for assessment

Performance is demonstrated consistently over time and in a suitable range of contexts.

Resources for assessment include access to:

- industry-approved marine operations site where managing the legal requirements of a vessel may be conducted
- tools, equipment and personal protective equipment currently used in industry
- relevant regulatory and equipment documentation that impacts on work activities
- range of relevant exercises, case studies and/or other simulated practical and knowledge assessments
- appropriate range of relevant operational situations in the workplace.

In both real and simulated environments, access is required to:

- relevant and appropriate materials and equipment
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.

Method of assessment

Practical assessment must occur in an:

- appropriately simulated workplace environment and/or
- appropriate range of situations in the workplace.

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate to this unit:

- direct observation of the candidate managing the legal requirements of a vessel
- direct observation of the candidate applying relevant WHS/OHS requirements and work practices.

Guidance information for assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

In all cases where practical assessment is used it should be combined with targeted questioning to assess Required Knowledge.

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

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below.

Legal obligations must 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 Safety of Life at Sea, 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 must 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 may include:	• 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
Documentation must include:	• Cargo record book • Daily log book • Official log book • Radio log book • Statutory certificates • Survey reports • Waste disposal logs

Unit Sector(s)

Not applicable.

Competency Field

Administration and Human Resources