



Subject Area no. 10: Crew technical & HSSE training (vessels)

Principle: The company maintains competent vessel staff with appropriate qualifications, skills and knowledge for roles onboard, and to meet current and future needs.

Level	Expectations	Targets	Suggested objective evidence
Basic	The company has a training program which includes minimum training required for all positions - including job specific HSSE training.	Training matrix available covering all positions. HSSE training includes due consideration to the expected risks.	Training matrix includes all roles. Evidence of: - <ul style="list-style-type: none"> □ formal and informal sessions □ shore and onboard training in excess of minimum STCW requirements, □ utilisation of CBT, distance learning or similar methods.
Intermediate	HSSE training course content is in line with industry standards i.e. ISM Code, SOLAS, MARPOL, STCW, MLC 2006 etc.	Each HSSE course must have suitable and sufficient content and be of adequate duration.	Content of material and if it meets Industry standards. Level of training required for various positions.



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Advanced	<p>There is a program to retain and develop key personnel consistent with business needs.</p> <p>There is a process to identify when new training is required.</p> <p>The company has a process to encourage further personal development above and beyond standard industry practices e.g. higher education, simulator training, physical tests, health improvement programs.</p> <p>Vessel staff retain core technical skills through refresher training and participation in industry forums, seminars, and conferences. Training courses are evaluated</p>	<p>Documented program for personal development for vessel staff.</p> <p>Process for identification of new training.</p> <p>Documented program to encourage further personal development.</p> <p>Refresher training intervals are set down for key training.</p> <p>The company has a process for evaluating training.</p>	<p>Training records</p> <p>Training matrix, including revisions and refresh frequency.</p>



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Excellence	<p>The company uses a training management system. This may be in fully electronic format.</p> <p>HSSE training is consistent globally and verified during internal audit process.</p> <p>Training is evaluated for its effectiveness.</p> <p>The Company has a dedicated training centre.</p>	<p>The management system records all training topics provided to each seafarer individually, covering training needs and providing for a schedule of training courses.</p> <p>The company verifies that training centres are audited, and training courses verified to ensure consistency.</p> <p>Training is evaluated for its effectiveness.</p> <p>The Company has a dedicated training centre with practical training including simulator available.</p>	<p>Training management system and the ease of finding records.</p> <p>Audit reports.</p> <p>Records of approvals for training centre.</p>