



DBCE

Dry Bulk Centre of Excellence

Subject Area no. 2: Vessel visits & communications

Principle: The company ensures managers, through their actions and behaviours, create an environment in which the vessels' crews and other employees are informed, involved, and enabled to carry out their roles.

Level	Expectations	Targets	Suggested objective evidence
Basic	<p>Shore staff visit the vessels</p> <p>HSSE excellence is communicated to vessels.</p>	<p>Shore staff visit the vessels and discuss HSSE matters.</p> <p>Methods of communicating HSSE excellence may include</p> <ul style="list-style-type: none">• Safety bulletins.• Company newsletters.• Vessel & shore staff interaction.• Mission statement cards.• Webcasts	<p>Agenda is documented and should include a HSSE component.</p> <p>Visit report is documented and action items are closed out.</p> <p>Evidence of HSSE communications</p>



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Intermediate	Scheduled visits by office staff to vessels.	<p>There is a schedule of visits. Minimum number of visits by shore staff to be two per year.</p> <p>There is a guideline for office visit to vessels that includes HSSE matters. Shore staff visiting the vessels should lead by example and promote the concept of HSSE excellence.</p>	<p>Schedule of visit.</p> <p>Guidelines for visit i.e. agenda, checklist, aid memoire, etc.</p> <p>Documented evidence with feedback and follow up (emails, checklist, etc.)</p>
Advanced	Scheduled visits by relevant heads of departments of the company.	<p>There is a schedule for heads of department visits.</p> <p>There is a guideline for heads of department visits to vessels that includes HSSE matters.</p>	<p>Schedule of visit.</p> <p>Guidelines for visit i.e. agenda, checklist, aid memoire, etc.</p> <p>Documented evidence with feedback and follow up (emails, checklist, etc.)</p>



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Excellence	Vessel visits are promoted by senior management	<p>Vessel visits form part of managers' HSSE objectives.</p> <p>There are specific HSSE activities required, such as workshops, audits, meetings, inspections or training.</p> <p>Visits by shore personnel should be carried out on passage as well as in port.</p> <p>Findings and feedback from vessel visits are communicated to the rest of the fleet to ensure that all vessels are on track of achieving HSSE Excellence.</p>	<p>Schedule of visit.</p> <p>Guidelines for visit i.e. agenda, checklist, aid memoire, etc.</p> <p>Analysis of the visits results Documented evidence with feedback and follow up (emails, checklist, etc.)</p>