



SUB-COMMITTEE ON STANDARDS OF
TRAINING AND WATCHKEEPING
34th session
Agenda item 9

STW 34/9
6 November 2002
Original: ENGLISH

MEASURES TO ENHANCE MARITIME SECURITY

Duties and responsibilities of ship, company and port facility security officers

Note by the Secretariat

SUMMARY

Executive summary: This document outlines the instructions of the Maritime Safety Committee and the Intersessional Working Group on Maritime Security for the development of training requirements to enhance maritime security

Action to be taken: Paragraph 5

Related documents: MSC 75/24, MSC 76/4/1 and Addendum

1 The Committee, at its seventy-fifth session (15 to 24 May 2002), instructed the Sub-Committee to address the issue of training of shipboard personnel in the use of AIS equipment (MSC 75/24, paragraph 17.109.3) and to develop training guidance such as a model course for the Ship Security Officer (SSO), Company Security Officer (CSO) and Port Facility Security Officer (PFSO) (MSC 75/24, paragraph 17.109.7).

2 To aid the Sub-Committee in its consideration of the development of training guidance, the duties and responsibilities in part A of the International Ship and Port Facility Security (ISPS) Code as developed by the MSC Intersessional Working Group (ISWG) are given at:

- .1 annex 1 for the Company security officer (CSO);
- .2 annex 2 for the Ship security officer (SSO); and
- .3 annex 3 for the Port facility security officer (PFSO).

The mandatory provisions in part A of the ISPS Code have been kept as generic as possible with the minimum of prescriptive provisions. Further guidance is given in part B of the ISPS Code. Both parts of the Code are expected to be finalized at the Diplomatic Conference on Maritime Security.

3 To address the issue of training shipboard personnel in the use of AIS equipment, "Guidelines for the onboard operational use of shipborne Automatic Identification Systems" given in resolution A.917 (22) may be of use.

For reasons of economy, this document is printed in a limited number. Delegates are kindly asked to bring their copies to meetings and not to request additional copies.

4 Member Governments may wish to take into account the above information while making submissions on this agenda item.

5 Any further developments after MSC 76 and the Diplomatic Conference on Maritime Security will be reported as an addendum to this document.

Action requested of the Sub-Committee

6 The Sub-Committee is invited to note this information and take action as appropriate.

ANNEX 1

DUTIES AND RESPONSIBILITIES OF A COMPANY SECURITY OFFICER

11 COMPANY SECURITY OFFICER

11.1 The Company shall designate a company security officer. A person designated as the company security officer may act as the company security officer for one or more ships, depending on the number or types of ships the Company operates provided it is clearly identified for which ships this person is responsible. A Company may, depending on the number or types of ships they operate designate several persons as company security officers provided it is clearly identified for which ships each person is responsible.

11.2 In addition to those specified elsewhere in this part of the Code, the duties and responsibilities of the company security officer shall include, but are not limited to:

- .1 advising the level of threats likely to be encountered by the ship, using appropriate security assessments and other relevant information;
- .2 ensuring that ship security assessments are carried out;
- .3 ensuring the development, approval and maintenance of the ship security plan;
- .4 ensuring that the ship security plan is modified, as appropriate, to correct deficiencies and satisfy the security requirements of the individual ship;
- .4bis arranging for internal audits and reviews of security activities;
- .4ter arranging for the initial and subsequent verifications of the ship by the Administration or the recognised security organisation;
- .4... ensuring that deficiencies and non-conformities identified during internal audits, periodic reviews, security inspections and verifications of compliance are promptly addressed and dealt with;
- .5 enhancing security awareness and vigilance;
- .6 ensuring adequate training for personnel responsible for the security of the ship;
- .7 ensuring effective communication and co-operation between the ship security officer and the relevant port facility security officers;
- .8 ensuring consistency between security requirements and safety requirements;
- .9 ensuring that, if sister-ship or fleet security plans are used, the plan for each ship reflects the ship-specific information accurately; and

- .10 ensuring that any alternative or equivalent arrangements approved for a particular ship or group of ships are implemented and maintained.

Further guidance is given in sections 8, 9 and 13 of Part B of the ISPS Code

ANNEX 2

DUTIES AND RESPONSIBILITIES OF A SHIP SECURITY OFFICER

12 SHIP SECURITY OFFICER

12.1 A ship security officer shall be designated on each ship.

12.2 In addition to those specified elsewhere in this part of the Code, the duties and responsibilities of the ship security officer shall include, but are not limited to:

- .1 undertaking regular security inspections of the ship to ensure that appropriate security measures are maintained;
- .2 maintaining and supervising the implementation of the ship security plan, including any amendments to the plan;
- .2bis co-ordinating the security aspects of the handling of cargo and ship's stores with other shipboard personnel and with the relevant port facility security officers;
- .3 proposing modifications to the ship security plan;
- .3bis reporting to the Company Security Officer any deficiencies and non-conformities identified during internal audits, periodic reviews, security inspections and verifications of compliance and implementing any corrective actions;
- .4 enhancing security awareness and vigilance on board;
- .5 ensuring that adequate training has been provided to shipboard personnel;
- .6 reporting all security incidents; [and]
- .7 co-ordinating implementation of the ship security plan with the company security officer and the relevant port facility security officer [.] [; and
- .8 ensuring that security equipment is properly operated, tested, calibrated and maintained, if any.]

Further guidance is given in sections 8, 9 and 13 of Part B of the ISPS Code

ANNEX 3

DUTIES AND RESPONSIBILITIES OF A PORT FACILITY SECURITY OFFICER

17 PORT FACILITY SECURITY OFFICER

17.1 A port facility security officer shall be designated for each port facility. A person may be designated as the port facility security officer for one or more port facilities.

17.2 In addition to those specified elsewhere in this part of the Code, the duties and responsibilities of the port facility security officer shall include, but are not limited to:

- .1 conducting an initial comprehensive security survey of the port facility taking into account the relevant port facility security assessment;
- .1bis ensuring the development and maintenance of the port facility security plan;
- .2 implementing and exercising the port facility security plan;
- .3 undertaking regular security inspections of the port facility to ensure the continuation of appropriate security measures;
- .4 recommending and incorporating, as appropriate, modifications to the port facility security plan in order to correct deficiencies and to update the plan to take into account of relevant changes to the port facility;
- .5 enhancing security awareness and vigilance of the port facility personnel;
- .6 ensuring adequate training has been provided to personnel responsible for the security of the port facility;
- .7 reporting to the relevant authorities and maintaining records of occurrences which threaten the security of the port facility;
- .8 co-ordinating implementation of the port facility security plan with the appropriate Company and ship security officer(s);
- .9 co-ordinating with security services, as appropriate;
- .10 ensuring that standards for personnel responsible for security of the port facility are met; and
- .11 ensuring that security equipment is properly operated, tested, calibrated and maintained, if any.

17.3 The port facility security officer shall be given the necessary support to fulfil the duties and responsibilities imposed by chapter XI-2 and this part of this Code.

Further guidance is given in sections 15, 16 and 18 of Part B of the ISPS Code