


DIRECTORATE GENERAL OF SHIPPING, MINISTRY OF SHIPPING, GOVT. OF INDIA, MUMBAI		
	TRAINING BRANCH	Ref : QMS 7.0 IS / ISO Clause No. 7.1
	Subject- Guidelines for Personal Safety and Social Responsibilities (PSSR).	File No. TR/CIR/6(12)/2011
Approved by : Director General of Shipping, Gol	DGS Circular No. : 26 of 2020	Dated 01.07.2020

Introduction:

Maritime safety and efficiency is of utmost concern to the Directorate General of Shipping(DGS), the constituted authority of the Government of India for all maritime affairs.

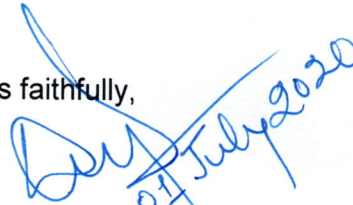
Following the adoption of the International Convention on Standards of Training, Certification and Watch keeping for Seafarers (STCW), 1978, as amended, IMO Member Governments have supported IMO in developing model training courses which assist in the implementation of the Convention and in achieving a more rapid transfer of information and skills regarding new developments in maritime technology.

It is appreciated that a comprehensive set of short model courses in various fields of maritime training supplements the instruction provided by maritime academies and allows administrators and technical specialists already employed in maritime administrations, ports and shipping companies to improve their knowledge and skills in certain specialized fields. IMO has therefore supported the continuing development of the current series of model courses in response to these generally identified needs.

Post the Manila amendments to STCW 2010, IMO MODEL COURSE 1.21 - **PERSONAL SAFETY AND SOCIAL RESPONSIBILITIES** has been revised with the 2016 Edition. Accordingly Course Id. 6101 **PERSONAL SAFETY AND SOCIAL RESPONSIBILITIES** has been revised to take into account the changes included in the Model course.

These Guidelines shall enter into force with immediate effect.

Yours faithfully,


01 July 2020

Deependra Singh Bisen
Asst. Director General of Shipping (Trg.)

Encl : As above

GUIDELINES

PERSONAL SAFETY AND SOCIAL RESPONSIBILITIES Course

1. AIMS

The aim of this course is to provide basic safety training to seafarers to meet the mandatory requirements of Regulation VI/1 of the STCW Convention and covers the competence requirements as given in the table under section A- VI/1-4 of the STCW Code of the International Convention on Standards of Training, Certification and Watch keeping for Seafarers, as amended.

Seafarers receive safety familiarisation and instructions on personal safety, safe working practices and procedures to adopt to make their transition from a shore to a sea career as smooth as possible and provide some understanding of a seafarer's working environment and the hazards they may encounter, before they actually step on board a ship.

This course is part of the "Basic STCW Safety Training" course which comprises of four modules, given under STCW A-VI/1.

2. OBJECTIVES

This course is designed to prepare new recruits for life on a ship at sea where they will experience a vastly different living and working environment compared to that if they were living and working ashore. Working on a ship can be a hazardous occupation for the uninitiated. This course will give new seafarers an insight into the various elements of a ship and working procedures on board so that they adjust to the shipboard environment and are better prepared to cope with any unforeseen circumstances.

Trainees successfully completing this course will be able to:

- comply with emergency procedures
- take precautions to prevent pollution of the marine environment
- observe safe working practices
- contribute to effective communications on board ship
- contribute to effective human relationships on board ship
- understand and take necessary actions to control fatigue
- take necessary actions regards seafarers bill of rights

3. COURSE CERTIFICATE

Documentary evidence in the form of a Course Certificate, the format of which is appended at the end of these Guidelines shall be issued by the DGS approved maritime training institute to all trainees who have successfully completed the DGS approved "**BASIC STCW SAFETY TRAINING**" Course. Basic Safety Training Course comprises of 4 STCW Modular courses given under STCW Section:

A-VI/1-1: PERSONAL SURVIVAL TECHNIQUES

A-VI/1-2: FIRE PREVENTION AND FIRE FIGHTING

A-VI/1-3: ELEMENTARY FIRST AID

A-VI/1-4: PERSONAL SAFETY AND SOCIAL RESPONSIBILITIES

4. ENTRY STANDARDS

This course is mandatory for all prospective seafarers, who should complete this basic training before being assigned to any shipboard duties.

- Holds as a minimum, a Secondary School Leaving Certificate (Xth) from a Board recognised by the Government of India, or its equivalent recognised by the Government of India.
- Minimum 17 years of age
- Medical Fitness Certificate from a DG approved doctor.

5. REQUIRED ATTENDANCE

100% attendance is expected. In case of exigencies, a trainee may be allowed absence up-to a maximum of 1 day in total of the complete 'Basic STCW Safety Training' course comprising of the four modular courses. If a trainee is absent for more than one day, the entire 'Basic STCW Safety Training' course would need to be repeated.

The institute shall keep proper records of such cases.

6. COURSE INTAKE LIMITATIONS

The course intake is limited by the number of trainees who can receive adequate individual attention from instructors. The maximum trainee - instructor ratio may be up to 24 to 1 for classroom lectures and 8 to 1 for practical sessions. The number should not, at any time, exceed that which will allow sufficient opportunity for each trainee to have adequate practical instruction in procedures for the proper use of systems and equipment.

7. COURSE DURATION

Course Duration is 12 days for "BASIC STCW SAFETY TRAINING" course
Section A-VI/1-1: PERSONAL SURVIVAL TECHNIQUES - 3 days
Section A-VI/1-2: FIRE PREVENTION AND FIRE FIGHTING - 2.5 days
Section A-VI/1-3: ELEMENTARY FIRST AID - 2.5 days
Section A-VI/1-4: PERSONAL SAFETY AND SOCIAL RESPONSIBILITIES 4days

8. TEACHING FACILITIES and EQUIPMENT

8.1 The size (carpet area) of the classroom shall be a minimum of 30 m² for 20 trainees and a minimum of 36 m² for 24 trainees. The shape of the classroom should ensure clear visibility of faculty, the boards, projection screens, etc. to every trainee. Standard classroom facilities must be available such as whiteboard / chalkboard, appropriate projection system, etc.

8.2 The following demonstration equipment are required for the practical sessions:

- Helmet
- Goggles
- Gloves
- Safety shoes
- Dust masks and respirators
- Protective clothing
- Self-contained breathing apparatus
- Fall arrestor

- Safety harness
- Hearing protection

The practical demonstrations can be held in the classroom after making a clear space available of 10m².

9. ASSESSMENT and FEEDBACK

On Assessment through Written Multiple Choice Test with 50% as Pass marks
Feedback to be taken from each participant at the conclusion of the course.

10. FACULTY

There shall be a minimum of 2 faculty (includes Course in charge) for the course.

FACULTY QUALIFICATIONS

10.1 The qualifications and experience of Course-in-charge:

- .1 Certificate of Competency as Master (FG) issued or recognised by Government of India;
And
- .2 At least 5 years seetime as a certificated officer on merchant ships, of which at least 1 year as a management level officer.
And
- .3 has successfully completed the DG approved Training for Trainers and Assessors (TOTA) course / VerticalIntegration Course for Trainers" (VICT).

10.2 The qualifications and experience of Faculty members:

- .1 Certificate of Competency as Master (FG) issued or recognised by Government of India;
And
- .2 At least 5 years sea time as a certificated officer on merchant ships,
And
- .3 has successfully completed the DG approved Training for Trainers and Assessors (TOTA) course / VerticalIntegration Course for Trainers" (VICT).

11. COURSE OUTLINE (L-Lecture, D& P- Demonstration and Practical)

The table below lists the competences and the Knowledge, Understanding and Proficiency (KUPs) for this course in the sequence that they are listed in table A-VI/1-1 of the STCW Code.

Subject Area with Learning Objectives	L	D&P	TOTAL Time Hours
1. Introduction 1.1 Importance of the course 1.2 Ship familiarization	1.0	-	1.0
2. Comply with emergency procedures 2.1. Types of emergency which may occur, such as collision, fire, foundering 2.2. Knowledge of shipboard contingency plans for response to emergencies 2.3. Emergency signals and specific duties allocated to crew members in the muster list; muster stations; correct use of personal safety equipment 2.4. Action to take on discovering potential emergency, including fire, collision, foundering and ingress of water into the ship 2.5. Action to take on hearing emergency alarm signals 2.6. Value of training and drills 2.7. Knowledge of escape routes and internal communication and alarm systems	1.5	0.5	2.0
3. Take precautions to prevent pollution of the marine environment 3.1. Basic knowledge of the impact of shipping on the marine environment and the effects of operational or accidental pollution on it 3.2. Basic environmental protection procedures 3.3. Basic knowledge of complexity and diversity of the marine environment	4.0	-	4.0
4. Observe safe working practices 4.1. Importance of adhering to safe working practices at all times 4.2. Safety and protective devices available to protect against potential hazards aboard ship 4.3. Precautions to be taken prior to entering enclosed spaces 4.4. Familiarization with international measures concerning accident prevention and occupational health* <i>*The ILO Code of Practice on Accident prevention on board ship at sea and in port</i>	3.5	0.5	4.0

5. Contribute to effective communications on board ship 5.1. Understand the principles of, and barriers to, effective communication between individuals and teams within the ship 5.2. Ability to establish and maintain effective communications	2.0	1.0	3.0
6. Contribute to effective human relationships on board ship 6.1. Importance of maintaining good human and working relationships aboard ship 6.2. Basic team working principles and practice, including conflict resolution 6.3. Social responsibilities;; individual rights and obligations; dangers of drug and alcohol abuse, eliminating harassment and bullying on board	3.0	-	3.0
7. Understand and take necessary actions to control fatigue 7.1. Importance of obtaining the necessary rest 7.2. Effects of sleep, schedules, and the circadian rhythm on fatigue 7.3. Effects of physical stressors on seafarers 7.4. Effects of environmental stressors in and outside the ship and their impact on seafarers 7.5. Effects of schedule changes on seafarer fatigue, rest hour records	2.0		2.0
8. Maritime Labour Convention (MLC 2006) 8.1 Purpose, Applicability to types of ships, Rights of seafarers 8.2 Minimum age, Medical fitness, Certification & training, Recruitment 8.3 Agreement, Wages, Hours of work and rest, Leave, Repatriation 8.4 Accommodation, recreational facilities, food and catering 8.5 Medical care, Health protection, Welfare, Social security 8.6 Complaint Procedure, Grievance handling mechanism.	3.5		3.5
TOTAL	20.5	2.0	22.5
8. Evaluation			1.5
GRAND TOTAL:			24.0

The lecture hours, demonstration hours and practical training hours are for ideal situations. Instructors may adapt the time allocated to the lectures depending on the needs of the trainees.

12. COURSE TIMETABLE

TIME	SUBJECT	L	D & P
DAY 1			
0845 -0900	Course Entry formalities.		
0900-1000	Introduction to the personal safety and social responsibilities course and its importance to the prospective seafarer and ship familiarization.	1.0	
1000-1030	Comply with emergency procedures	0.5	
1030 -1045	Tea Break		
1045 -1145	Comply with emergency procedures (Cont.)	1.0	
1145-1215	Comply with emergency procedures (Cont.)		0.5
1215-1245	Take precautions to prevent pollution of the marine environment	0.5	
1245-1330	Lunch Break		
1330-1500	Take precautions to prevent pollution of the marine environment (Cont.)	1.5	
1500-1515	Tea Break		
1515-1615	Take precautions to prevent pollution of the marine environment (Cont.)	1.0	
DAY 2			
0900-1000	Take precautions to prevent pollution of the marine environment (cont.)	1.0	
1000-1100	Observe safe working practices	1.0	
1100-1115	Tea Break		
1115-1245	Observe safe working practices (Cont.)	1.5	
1245-1330	Lunch Break		
1330-1500	Observe safe working practices (Cont.)	1.0	0.5
1500-1515	Tea Break		
1515-1615	Contribute to effective communications on board ship	1.0	
DAY 3			
0900-1000	Contribute to effective communications on board ship (cont.)		1.0
1000-1100	Contribute to effective Communications on board ship (cont)	1.0	
1100-1115	Tea Break		
1115-1245	Contribute to effective human relationships on board ship	1.5	
1245-1330	Lunch Break		
1330-1500	Contribute to effective human relationships on board ship	1.5	
1500-1515	Tea Break		
1515-1615	Understand and take necessary actions to control fatigue	1.0	

DAY 4			
0900-1000	Understand and take necessary actions to control fatigue.	1.0	
1000-1100	MLC-2006	1.0	
1100-1115	Tea Break		
1115-1245	MLC-2006 (Cont.)	1.5	
1245-1330	Lunch Break		
1330-1430	MLC-2006 (Cont.)	1.0	
1500-1515	Tea Break		
1445-1615	Assessment	1.5	
	Total Hours	22.0	2.0
	Grand total Hours	24.0	

13. HOLIDAYS

Sundays shall be holidays

Independence Day (15th August) and Republic Day (26th January) shall be compulsory holidays.

Trainees shall normally enjoy the holidays observed by the Govt. of the State in which the institute is located.

14. QUALITY STANDARDS

As per DGS Order No. 5 of 2016

15. INSPECTION

As per DGS Order No. 5 of 2016

16. FEES TO GOVERNMENT

As per DGS Order No. 5 of 2016

17. COST OF INSPECTIONS

As per DGS Order No. 5 of 2016

18. TEACHING AIDS

- A1 Instructor manual
- A2 Audio-visual aids. Video /DVD/Media Player, TV, Slide Projector, OHP etc.
- A3 Videos and pictures of various types of ships, such as bulk carriers, tankers, passenger ships, RO-RO ships and container ships and of various parts of a ship, including
- Gangway and safety net
 - Main deck
 - Holds and hatches
 - Forecastle and poop deck
 - Windlass, anchors and winches
 - Cranes and cargo gear
 - Manifold and deck pipeline system (on a tanker)
 - Accommodation
 - Bridge
 - Engine-room
 - Survival craft and fire-fighting equipment
- A4 Demonstration equipment as follows:
- Helmet
 - Safety Goggles
 - Gloves – Leather, cotton, PVC
 - Safety shoes
 - Dust masks and respirators
 - Protective clothing
 - Self-contained breathing apparatus (SCBA)
 - Fall arrestor
 - Safety harness
 - Hearing protection

19. TEXT BOOKS (T) - MANDATORY

Note: Other textbooks may be used as deemed fit by the faculty.

- T1 *ILO Code of Practice for Accident Prevention on Board Ship at Sea and in Port.*
- T2 *Code of Safe Working Practices for Merchant Seafarers.* London, The Stationery Office Publications Centre
- T3 Maritime Labour Convention, 2006, as amended - ILO

20. BIBLIOGRAPHY (B) – Non-Mandatory

Note: Other equivalent Bibliography may be used as deemed fit by the faculty.

- B1 *International Safety Guide for Oil Tankers and Terminals*, ICS/OCIMF/IAPH
- B2 *Guidelines on the Application of the International Safety Management Code*, The International Chamber of Shipping.
- B3 *Drug and alcohol abuse prevention programmes in the maritime industry*, International Labour Organization
- B4 *Accident Prevention*, Olav Bø