



# **MARINE SAFETY FORUM**

## **GUARD VESSEL**

## **GOOD PRACTICE**

## **For UK Fishing Vessels**



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## 1 INTRODUCTION

This document has been developed by the Marine Safety Forum, in conjunction with and with the full co-operation of the Scottish Fishermen's Federation (SFF) and the National Federation of Fishermen's Organisation (NFFO), to provide clear guidance on the standards required for fishing vessels prior to being used for guard vessel duties within the UKCS.

The SFF and NFFO are referred to collectively as Fishing Federations (FF).

## 2. MANAGEMENT of SAFETY

Vessels used for guard duties in the Oil and Gas Sector are generally under 500grt and there is no legal requirement to have a Safety Management System as required by the International Maritime Organisation or to hold a Safety Management Certificate. It is however essential that any vessel contracted to support the offshore Oil and Gas industry is fit for the intended purpose, is being maintained to an adequate standard and is being operated under a robust management system.

Guard vessels generally do not have a Safety Management Systems (SMS) and are governed by legislation as a fishing vessel. It is therefore the responsibility of the Fishing Federations through their in-house Service Companies to supply these vessels with a robust management system aligned to that of the offshore Oil and Gas industry and ideally be accredited to a suitable and acceptable standard.

A copy of the relevant Fishing Federations' Services Company's (FFSC) document (Guard Vessel Operational Procedures Manual) should be placed on board each vessel and all crews made familiar with the content and requirements of the document by the appropriate federation.

## 3. GUARD VESSEL LISTING and SPECIFICATION

As a guide to offshore oil operators for the contracting of Guard Vessels, the FFSC have established and maintain a database spreadsheet of all fishing vessels which they consider suitable as guard vessels. An extract from this spreadsheet can be made available to the offshore Oil and Gas industry, providing all the relevant information required for the initial selection of a suitable vessel.

Format for this spreadsheet is included within Appendix A.



#### 4 OPERATIONAL AREAS

Each vessel nominated by the FFSC as a guard vessel should be categorised.

This will take into consideration: Season, length, design and construction age for the Operational Area in which each vessel can be used.

The NFFO SC will nominate vessels for guard duty south of 55° 55 North in the North Sea, and the SFF SC north of this line. A line drawn west from the national boundary between Scotland and England will form the boundary on the west coast.

Area Code	Geographical Location
A	Southern North Sea limiting latitude 55° North to UK sector boundary / Morecambe Bay.
B	Central North Sea between latitudes 55° North and 60° North, and not west of Orkneys /Shetland Islands.
C	Northern North Sea above 60° North, but not west of Shetland Islands.
D	West of Shetland to include Faeroes Basin.

Operational Areas and Seasons to be reflected in day rates.

Winter season is from October 1<sup>st</sup> to March 31<sup>st</sup>.

#### 5 VESSEL INSPECTION and SPECIFICATION DOCUMENT

The 'Vessel Inspection & Specification' document should be completed by FFSC for all vessels contained in their 'Guard Vessel Listing & Specification' document noted in 3 above.

The format for the Inspection & Specification document has been approved by Marine Safety Forum (MSF) and the FFSC.

- See Appendix B

Document to be initially completed by FFSC representative and kept on a register of approved vessels by the federation and available to any prospective Client.

When vessel is accepted for a proposed work scope the FFSC representative along with any Client representative / independent auditor may attend on board the vessel and complete an inspection to verify the content of the 'Vessel Inspection and Specification' document and ensure that the vessel is fit for purpose for the task, taking into account the area of operation and time of year.



A copy of all completed inspection/specification documents is to be held by FFSC.

An annual inspection should to be carried out with a +/- 3 month window.

## 6 COMPETENCY OF INSPECTOR / AUDITOR

It is a recommendation that all auditors should have completed an approved auditors course and be able to demonstrate a working knowledge of fishing (small) vessels construction and operations.

## 7 PRE-SAILING & SCOPE OF WORK BRIEF

When a vessel has been selected to conduct offshore guard duties it should be subject to a Pre-Sailing briefing.

At this time the FFSC representative will complete the Pre-Sailing check list as per the FFSC Guard Vessel Operational Procedures Manual.

## 8 FFSC GUARD VESSEL OPERATIONAL PROCEDURES MANUAL INCLUDES:

- a. Introduction
- b. Objectives / work scope
- c. Safety Policy and Stability
- d. Drug and Alcohol policy
- e. Environmental policy
- f. Guard vessel specification
- g. Vessel inspection process
- h. Risk assessments
- i. Pre-sailing HSE meeting
- j. Pre-sailing work scope instructions
- k. Pre sailing emergency drills
- l. Transit time management/Passage plan
- m. Guard duties
- n. Adverse weather procedures
- o. Emergency procedures
- p. Emergency/incident reporting flow chart
- q. Other HSE requirements

**Note** – The FFSC Guard Vessel Operational Procedures Manuals (including Appendices) are live documents, constantly under review by the FFSC and open for improvement from relevant marine safety bodies, but subject to Copyright disclaimer contained in said documents.



## 9. STABILITY REQUIREMENTS

All UK registered fishing vessels hold a current Stability Book / Roll Test Certificate, endorsed by the MCA.

It is recommended that all vessels wishing to be considered for Guard Vessel duties have their stability booklets modified to include the following conditions:

- Departure home port
- Mid voyage
- Arrival home

Utilising loading conditions which accurately reflect how they operate whilst employed as a guard vessel.

Where a vessel does not hold the above modifications, stability matters should be highlighted to the vessel skipper prior to the vessel departing port, i.e. the vessel should depart with levels of fuel, water and if relevant ice, deemed appropriate for the particular guard trip for that individual vessel.

## 10. MANNING & MARINE QUALIFICATIONS

Recommend a minimum of four crew to allow for two man watches, with an experienced watch keeper on each watch. It should be recognised that in certain operating areas, three of a crew has been acceptable.

Mandatory MCA Requirements for Basic Safety Training for Fishermen

- 1 day Basic Sea Survival
- 1 day Basic Fire Fighting & Prevention
- 1 day Basic First Aid
- 1 day Basic Health & Safety Awareness

Optional Training

- Stability Awareness training for all fishermen
- Bridge Watch Keeping training for all serving fishermen
- Engine Room Watch Keeping training for all serving fishermen





## Appendix - B GUARD VESSEL - INSPECTION AND SPECIFICATION DOCUMENT

### General:

Vessel Name:	Reg No:
Client/Project:	Audit Time and Date:
Inspector	Port of Audit:

No		Yes	No	Remarks
1	<b>Vessel Spec.</b> (see attached) completed			
2	<b>FFSC Guard Vessel Operational Procedures Manual on board</b>			
3	<b>Guard Vessel Contract and Project Papers on board</b>			
4	<b>Company Policy on Substance Abuse - (Flyer on display)</b>			

No		Issue Date	Expiry Date	Remarks
5	<b>Vessel Certification</b>			
	Load Line Exemption			
	Certificate of Registry			
	Fishing Vessel Certificate			
	Radio Licence Certificate			
	Stability Book			
	Risk Assessment Folder			Last reviewed:

6 <b>Crew Certification</b>							
Name	Rank	Marine Certification	Medically Fit	Sea Survival	Fire Fighting	First Aid	Safety Awareness

7 <b>Safety Items</b>		
Number	Expiry/Service Date	Remarks
Immersion / Survival Suits		
Lifejackets		Lights Expiry.
Liferafts		
HRUs for Liferafts		
Life Buoys and Smoke Marker		
EPIRB		
HRU for EPIRB		
Pyrotechnics (plus Solas Chart)		
Fire Extinguishers		
Fire Hoses		



**GUARD VESSEL - INSPECTION AND SPECIFICATION DOCUMENT continued**

Fire Blanket in Galley		
Fire Pump and Hose		
Fixed Fire Fighting System		
Compass (Date last corrected - Deviation Card)		
Medical Kit (Pharmacy Receipt Date + Class)		
VHF radio-fixed and hand held		
Bilge Pump		
Bilge Alarm(s)		
Navigation Lights and Sound Signals		
Waterproof Torch		
Safety Drills - date last undertaken		

**8 Miscellaneous**

	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
Publications/Charts - appropriate electronic and paper charts			
Almanac			
KIS UKCS (current update)			
FishSAFE (current update)			
Binoculars			
Search Light (hand held - properly charged)			
MARPOL Regulations - knowledge of			

**9 General Condition of Vessel**

	<u>Remarks/Observations/Recommendations</u>
Hull	
Decks	
Engine Room/Machinery Space/Steering Compartment	
Galley / Accommodation	

Additional Comments:

Auditor's Name:  
Auditor's Signature:



## Vessel Specification:

### Vessel Details

Name	
Fishing Vessel Number	
Date Built	
Date of any Major Modifications	
Hull	
Length	
Breadth	
Depth	
UK Load Line ( Exemption) Certificate Valid until	
UKFV Certificate Valid until	
Tonnage (Gross & Net)	
Main Engine Type and hp/kw	
Auxiliary Engine Type and hp/kw	
Cruising Speed	
Fuel Oil Capacity	
Freshwater Capacity	
Lube Oil Capacity	
Hydraulic Oil Capacity	
Maximum Number of days on Location	
Call Sign	
Mobile No.	
Telex No./Email	
Satellite Phone No.	
Skipper	
Owner	
Accommodation Nos of persons	

Navigation Equipment	Type
Radar 1	
Radar 2	
Plotter 1	
Plotter 2	
GPS	
DGPS	
Echo Sounder	
FishSAFE	
AIS	

Communications Equipment	Type
Main Radio 1	
Main Radio 2	
VHF 1	
VHF 2	
Mobile Tel	
Sat Phone	
Telex /Email	
Navtex	



**Photographs:**