



Subject Area no. 21 Bridge procedures & standards			
Principle: The company develops and implements planning and operational processes for navigation, including bridge team management, to ensure this is carried out effectively without injury to people and damage to the environment.			
Level	Expectations	Targets	Suggested objective evidence
Basic	<p>The safety management system includes required navigational procedures for various stages of the passage and references.</p> <p>If the procedures are provided in electronic format only, a back-up independent means of power supply to the computer must be provided.</p>	<p>Procedures should include passage planning, including UKC & vertical clearance requirements, duties of the officer of the watch, procedures to ensure that all essential navigation are available and fully operational, master's standing orders. Procedures and checklists should be provided for: Coastal waters, Narrow waters & TSS, Restricted visibility, Heavy weather, Ice.</p>	<p>Verification of navigational procedures and best practices</p>



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Basic (cont'd)	The company has procedures to ensure effective bridge organisation.	Procedures should include composition of the bridge team, maintaining a proper lookout, familiarisation with bridge equipment, effective hand overs, calling the master, master-pilot exchange, navigating under pilotage.	Verification of bridge organisation procedures

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<p>Basic (contd)</p>	<p>There is a process for management of ENCs, charts and nautical publications.</p>	<p>Procedures for ECDIS should, as a minimum address: safety parameters (contours, depths and safety frame), primary means of navigation for the vessel T&P Notices, navtex and navarea warning management ENC management and correction process including safety measures to avoid viruses Contingency planning in the event of dual ECDIS failure Procedure for management of charts and publications include: Chart and nautical publication update and correction procedures Purchasing of charts</p>	<p>Updates of charts and nautical publications Configuration process ZOC / CATZOC Passage Planning Maintenance Training</p>
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Intermediate	The safety management system includes comprehensive navigational procedures for various stages of the passage, supplemented by forms and checklists.	Checklists are provided for: Pilotage, bridge operations, and emergencies Procedures may include recording of relevant events and Voyage Data Recorder (VDR) procedure, use and limitations of AIS, use of Bridge Navigational Watch Alarm System (BNWAS) and procedures for ensuring correct operation, and bridge access and distraction prevention procedures.	Verification of procedures and checklists Verification of maintenance and inspection records
	The master carries out a navigation audit to ensure compliance with company procedures.	Each vessel undergoes a master's navigation audit at least once per year, following a format set by the company.	Company format for master's navigation audit. Verification of results.
	The company has a policy to refresh BRM and simulator training.	BRM and simulator training is refreshed periodically	Training matrix Training records



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Advanced	<p>SMS contains instructions on managing the ENC's, charts and publications onboard.</p> <p>The company has a process for deck officers to receive ship-handling training prior to promotion to master.</p> <p>The company has a system of carrying out navigation audits on passage.</p> <p>The company has a system of carrying out navigation assessments on passage to verify its navigation standards and the effectiveness of its BRM program.</p>	<p>Updates and management of charts and publications is under an agreement with a recognised chart agent.</p> <p>Ship handling training could be on-the-job training or simulator training.</p> <p>Audits are carried out on all company vessels during a period of 4 years unless a navigational incident occurs where period will be 2 years.</p> <p>Assessments are carried out regularly, normally once every two years.</p> <p>Appropriate action plans are developed including training needs and possible onboard training.</p>	<p>Supply contracts.</p> <p>Procedures.</p> <p>Procedure for ship handling training</p> <p>Training records</p> <p>Audit records</p> <p>Schedule of audits</p> <p>Navigation assessment records, action plans and follow up.</p> <p>Schedule of assessments</p>



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Excellence	<p>The company has a policy to standardise equipment on the bridge to aid familiarisation and consistent use.</p> <p>The company has a programme for navigation assessments on passage by suitable 3rd party assessors, supplemented by remote navigational assessments using VDR downloads and other data.</p> <p>Installation of VDR software in the ship manager's office.</p>	<p>The company has standard bridge equipment specifications, which are supplied to all new build vessels. Examples of standardisation may include: GMDSS, VDR, ECDIS, ARPA. etc.</p> <p>Audits and assessments using a standard form verify:</p> <ul style="list-style-type: none"> -operational practices -proficiency levels of personnel -record keeping -identifying additional training needs <p>Action plans from the assessment are followed up and closed out.</p>	<p>Audit and assessment reports and action plans</p>

