

eLVMS Revision 5.0.1 - April 2017

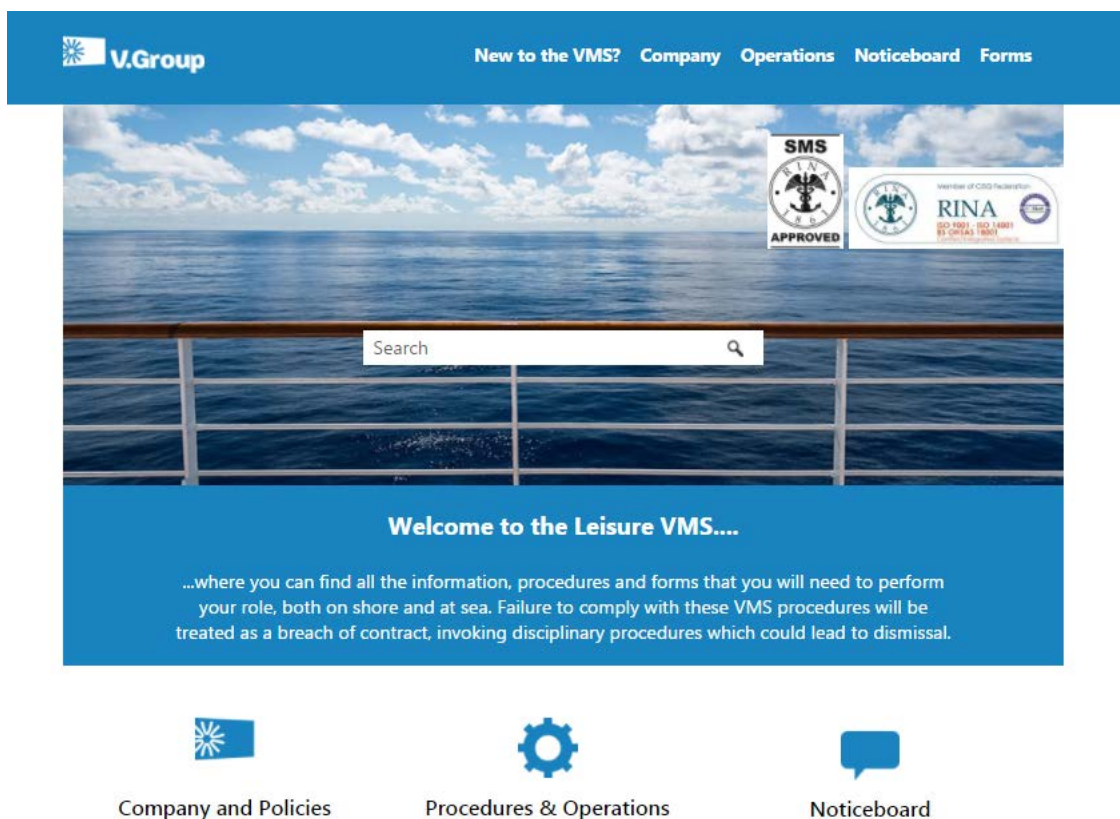
INTRODUCTION

The Company evaluates the efficiency of the Management System (eLVMS “electronic Leisure Vessel Management System”) and issues periodical updates.

This process aims at continual improvement from lessons learnt, audit findings corrective and preventive actions, risk assessments and changes in regulations and best practice.

The Company has now issued eLVMS revision 5.0.1 / dated April 2017 and a disk for installation is being sent to all managed ships (except yacht(s) which are managed under a different ISM Manual)

Note: This Bulletin will be re-issued for next eLVMS revisions



UPDATE PROCEDURE

Masters onboard are responsible for the adequate implementation of the eLVMS revision:

- 1) Use the disk to update the eLVMS system with the new revision

Caution: *Ensure all previous versions / copies of files or forms from network drives / individual computers or paper hardcopies are removed.
Do not use obsolete eLVMS files.*

- 2) Familiarize all officers and other key crew members with the eLVMS changes:
 - a) See the attached Summary of Changes (revision 5.0.1 April 2017)
 - b) Go to eLVMS: [Company > Vessel Management System \(VMS\) > Revision History](#)

Note: Changes / new text are highlighted in yellow in the eLVMS

- 3) Review and discuss the changes at the next Safety Environmental and Public Health Committee and Management Meetings
- 4) Require officers' acknowledgment of the changes by signing the relevant sheets
 - a) See eLVMS: [Company > The Vessel Management System \(VMS\) > 8 - Document Modification and Document Control](#)
- 5) Ensure significant changes are included in the officers' handover notes, as applicable
- 6) Confirm to the DPA once eLVMS revision implemented

■ ■ Completed ■ ■

Attachment:

Summary of changes - eLVMS revision 5.0.1 / April 2017

Summary of Changes (revision 5.0 .1 April 2017)

Electronic Leisure V.Ships Management System (eLVMS) for passenger vessels

Editorial changes and some general discrepancies fixed as follows: added RINA logos on home page, fixed broken links, corrected typos, placed unlinked titles under respective Table of Content (ToC), duplicated text in some sections removed, ex FOM references removed / updated, Bulletins/LWIs linked etc

Section:	COMPANY
Link	Changes
Company > Cruise Lines International Association (CLIA)	2017 CLIA compendium of policies (pdf) a corresponding matrix of relevant procedures linked
Company> Correspondence between ISO/OHS Standards and VMS Procedures	Referenced a new combined matrix for correspondence between ISO9001/ISM/OHSAS18001/ISO14001/ISO50001 and the relevant VMS procedures
Company > The Vessel Management System (VMS)	Improved / made references to ISM Code, ISO50001, OHSAS18001; Deleted references to the old /paper manuals management and distribution; Added “Scope” in title for the ISO/OHS coverage /purpose; Added missing sub-subsection (per ISM) on “Development of Procedures and Instructions for Shipboard Operations” Updated names of some Company’s departments and Management Systems; Subsection “7 Document Modification and Document Control”: Changed the concept for revised text from the old concept of red coloured text in italics to the new highlight in yellow of revised text (or cross out of deleted text) Added a sub-subsection “Company Management Cell and Third Parties” and detailed distribution of revisions of the eLVMS to Clients, Crewing Agents and third parties Sub-subsection “Document and Data Changes”: VMS Acknowledgment sheets added and linked to the procedure; Sub-subsection “Documents of External Origin” – made references to Clients’ requirements and procedures
Company > Vessel Management System (VMS) > Training	Moved into one newly rewritten section on Training incorporating Bulletins 91 TMP and MELs and 92 VSP AGE Training (and consolidating together all of the four previous sections: Operations > Ship Operations > Ship Crew Management > Training and Educational Materials & Operations > Shore Operations > Shore Management Services > Training & Career Development & Operations > Ship Operations > Ship Crew Management > Company Onboard Training & Company > Vessel Management System (VMS) > Training)

Section:	OPERATIONS
Link	Changes
Environmental Management	
Operations > Environmental Management > Air Pollution (MARPOL Annex VI)	Added new subsection 7 on Carbon Emissions – MRV (Monitoring Reporting and Verification)
Operations > Environmental Management > Ballast Water Management Plan	Completely re-written section as per the new IMO Ballast Water Management Convention entering in force on 08 September 2017, as per previous Local Work Instruction (LWI) #66; referenced a new version of SAF35 Ballast Water Record Book
Operations > Environmental Management > Garbage Management Plan (MARPOL Annex V)	<p>Added new provisions for limiting distances for discharges (in addition to “nearest land”) per the Polar Code (from nearest ice-shelf, or nearest fast ice and as far as practicable from areas of ice concentration exceeding 1/10);</p> <p>Added more details on the Marpol V/ Garbage Special areas;</p> <p>Expanded the section for communication Bridge – ECR for discharges at sea of garbage;</p> <p>Added a section on “regulated garbage” for USA going vessels per USDA/APHIS;</p> <p>Updated the SAF19 Garbage Disposal Log per the Polar Code references</p> <p>Subsection 15 – Hazardous Materials Management:</p> <p>Made a cross reference to COSHH (Control of Substances Hazardous to Health) section; referenced a guidance document for compatibility of chemicals; added a new provision for Landing of Hazardous Waste and relevant Codes to be used ; referenced a xls list of typical haz-waste items and their codes; referenced the European Waste Catalogue (EWC)</p>
Operations > Environmental Management > ISO 14001 - Environmental Management	<p>Updated acronyms (SQMS->VMS) and titles of office personnel;</p> <p>Added a procedures for advising 3rd parties of ISO14001 commitments; referenced a sample letter (for Agents) and a flyer (for onboard visitors/ contractors);</p> <p>Deleted cross reference table between ISO14001 clauses and Company Procedures, as such a new correspondence table now in the Company section also for other standards</p>
Operations > Environmental Management > ISO 50001 - Energy Efficiency	<p>Fixed typo in sections heading (50001);</p> <p>Added a new subsection on Energy Management System (EnMS) per ISO50001;</p> <p>Referenced new forms SAF65C Energy Use Identification and Significance and SAF66C Significant Energy Use, Management Programs and Measurement Plan; updated form SAF110 (Six Monthly) Shipboard Management Review OHS EMS EnMS to include also ISO50001 aspects for certified vessels</p>
Operations > Environmental	Added new oil transfer hoses requirements (following previous incidents);

<p>Management > Shipboard Oily Waste Pollution Prevention Plan</p>	<p>Added a requirement for a Toolbox talk and a Risk Assessment before each oil transfer operation ; Expanded the section on OTSI (Oil to Sea Interfaces) to include a requirement for use of EALs (Environmentally Acceptable Lubricants) in USA per the VGP and a recommendation for use of biodegradable or water based lubricants in OTIS in the Polar Areas as per the Polar Code; Enhanced procedure to detail the leakages or overflow of grey /black waters on the tank top/bilges in machinery spaces to be considered bilge water and treated accordingly; Added guidance for evaporation of oily residues; Clearly specified that landing bilge water/sludge to shore reception facilities is always an option and not subject to cost constraints; Added a prohibition for use of the Oily Water Separator in the Polar Areas (per the Polar Code) e.g. 0 ppm Expanded procedure for Bridge – ECR communication for overboard discharge of treated bilge water; Added a requirement to store onboard printouts from ER ship automation (where fitted) for 3 years; Updated OP35 Bunkering – Oil Transfer Operations Check list</p>
<p>Operations > Environmental Management > Vessel General Permit (VGP)</p>	<p>Updated the table with the requirements for specific discharge categories as follows: Added limits for Biocides Ballast Water Treatment Systems (BWTS) Added sampling requirements for BWTS: Enhanced details for discharging treated/ halogenated pools and spa discharges; Added a communication procedure Bridge – ECR for VGP regulated discharges</p>
<p>Operations > Environmental Management > Waste Stream Management Practices and Procedures</p>	<p>Added details for advanced planning of delivery of wastes ashore per generation rates/ holding capacities; Made a reference for EU ports for the EMSA guidance on ship generated waste and landing to port facilities and related inspections; made a reference to new form SAF89A “EU Advanced Waste Notification Form”</p>
<p>Operations > Environmental Management > Wastewater Management (MARPOL Annex IV)</p>	<p>Added requirements for discharge of Black water/sewage in Polar areas - limiting distances in addition to nearest land , also from any ice-shelf and always as far as practicable from areas of ice concentration exceeding 1/10 ; Made a reference to the new revision of SAF32 “Wastewaters Disposal Log (Fleet)” per the Polar Code changes and to the new version of SAF32 “Wastewaters Disposal Log (Alaska ver.)”</p>

	for ships operating in Alaska; Enhanced planning discharges criteria per generation rate and holding capacities and the communication Bridge – ECR for overboard discharge of wastewaters
Operations > Environmental Management > Asbestos – Hazards and Precautions	Moved asbestos procedures from here to: Operations> Safety Management> General Work Precautions
Operations > Environmental Management > Noise Pollution	Moved “Noise pollution” procedures from here to: Operations > Safety Management > Occupational Health and Safety ;
Risk Management	
Operations > Risk Management > Operational Risk Assessment	Removed table/list of Company minimum required Operational Risk Assessments in lieu of / superseded by the listing in the Shipsure Risk Assessment module
Safety Management	
Operations> Safety Management> General Work Precautions	Asbestos procedures moved here (from previous Operations > Environmental Management > Asbestos – Hazards and Precautions)
Operations > Safety Management > Occupational Health and Safety (OHSAS18001)	Made references to the Crew OHS Booklet, OHS Flyer to visitors and OHS letter to Clients/Third parties and relevant procedures
Operations > Safety Management > ...> Occupational Health and Safety	Previous “Noise pollution” procedures moved here (from previous Operations > Environmental Management > Noise Pollution); Renamed title to “Noise and Vibration”; Enhanced references to Standards/legislation; Specified that Noise Surveys are performed on each managed vessel and provided guidance on the noise exposure assessments following the survey and the use of PPE and warning signs; Added a subsection on Vibration and referenced it to the Risk Assessment in Shipsure
Operations > Safety Management > Safety Equipment & Maintenance > Fire Fighting Appliances and related Planned Maintenance	Removed the requirements for discharging of a fire extinguishers during the weekly fire drill
Operations > Safety Management > ... > Fire Hazards	Added guidance on suitability of shipboard spaces in which storage is allowed especially with regards to burnable materials; added a requirement for no storage less than 30cm below sprinkler heads and marking of this limit in relevant spaces
Operations > Safety Management > Hazardous Occurrences & Reporting	Added a requirement that all reportable incidents/casualties to Authorities shall be accompanied by a formal Risk Assessment; Referenced a new matrix for categorization of hazardous occurrences with the need for their

	investigation (from shoreside); Specified that Near Misses / Unsafe Acts and Conditions can be closed by the vessel in Shipsure
Operations > Safety Management > Permit to Work System	Sub-section “3- Mast Working, Aloft, Overside, on Lifeboats” – added new sub-subsection for : Rescue at Height” with relevant guidance and procedures
Safety Equipment and Maintenance	
Operations > Safety Management > Safety Equipment & Maintenance > Lift Maintenance	Clarified the applicable Standards to personnel elevators/lifts; Added a requirement for six monthly examination of lifts; Specified additional requirements for planned maintenance system checks on lifts; Enhanced lifts’ signage requirements
Operations > Safety Management > Safety Equipment & Maintenance > Lifesaving Appliances (LSA), Tenders & Zodiacs and related Planned Maintenance	Clarified the use of FPD (Fall Preventing Devices) on boats with certified /new hooks and on-load release mechanisms (per SOLAS III/1.5) – not needed if the mechanism incorporates in its design a FPD feature and this certified in writing by the manufacturer ; Made a reference to the revised SAF108 “Zodiac Operator Competence / Qualification Checklist”
Operations > Safety Management > Safety Equipment & Maintenance > Tender & Zodiac Launch Ports & Operations	Sub-section “2- Boating Responsibilities”: clarified who could be the trainer for the revised SAF108 “Zodiac Competence / Qualifications Checklist”, how to manage licenses and made references to the updated checklist; Detailed procedures throughout the whole section on Zodiac Operations in line with shipboard expedition practices including daily briefing , logging, embarkation-disembarkation and launching and recovery zodiac procedures ; added references to the revised SAF105 “Tender / Zodiac Boats Operations Logbook”
Ship Operations	
Marine	
Operations > Ship Operations > Marine Operations > Deviation and Delay	Added a specific requirement for a vessel to advise immediately shoreside in case of change of itinerary; and additionally to update the required Itinerary and Port Risk Assessment and voyage plan
Operations > Ship Operations > Marine Operations > Itinerary and Port Risk Assessment	Clarified that the Risk Assessments could be consolidated into one for the Master’s contract onboard and not required for each leg of a cruise; Reiterated the requirement for SAF86 Risk Assessment review for Ice /Polar operation to be completed and sent shoreside latest two months in advance
Operations > Ship Operations > Marine Operations > Navigational Safety – Bridge	Enhanced procedures on avoiding use of VHF (and AIS) for collision avoidance and only as a last resort e.g. in pilotage waters

eLVMS 04/17 - 5.0.1 amendments

Team and Resource Management	
Operations > Ship Operations > Marine Operations > Master and Deck Officer Familiarisation Programme	Changed procedure for a Captain's familiarization –now given more time to return the familiarisation checklists (SAF121) to the DPA within one month (and not by the end of the handover period)
Operations > Ship Operations > Marine Operations > Polar Voyages	Updated section per the new Polar Code (incorporating Bulletin # 88); Re-iterated that the Risk Assessment review for Polar / Ice Ops by means of form SAF86 "Voyage Planning Risk Review for Operations in Polar Waters" needs to be completed and available shoreside min 2 months in advance; Made a reference to the new Ice Reporting Logbook (excel); Clarified provisions about crew training
<i>Administration</i>	
Operations > Ship Operations > Ship Administration > Quality and Document Control	Removed reference to form OP22 "List of Ship's Certificates" which is cancelled and superseded by the actual Shispsure Vessel Certificate Module listing ; Deleted requirements related to OP22
Operations > Ship Operations > Ship Administration > Vessel's Certification and Class Records	Removed references to form OP22 "List of Ship's Certificates" which is cancelled and superseded by the actual Shispsure Vessel Certificate Module listing; Deleted requirements related to OP22; Made references to monitoring status of certificates also through the agenda of the Safety Environmental Protection and Public Health Committee meeting (SAF07) and ashore as per the Fleet Cell Meeting form (OP103)
<i>Technical</i>	
Operations > Ship Operations > Ship Technical Operations > Bunkering Procedures	Fixed external internet link (Chevron) for generic MDSS for fuel oils ; Updated ECAs details; Expanded on the EU requirement for passenger ship on regular services to operate on max 1.5% sulphur fuel oil; referenced a CLIA Note (150123) Referenced new FOBAS fuel Change Over Calculator v.6 (OP191A); Added recommendations to the Arctic Polar Area per the Polar Code not to carry heavy/residual oil
Operations > Ship Operations > >> Gas Welding	Specified that Acetylene cannot be stored in internal spaces unless categorized for the purpose
Operations > Ship Operations > Ship Technical Operations > Maintenance and Operation Overview	Removed reference to form OP22 "Certificates List" in lieu of / superseded by the Shispsure Vessel Certificates Module

Operations > Ship Operations > Ship Technical Operations > Maintenance and Repairs carried out by Ships Crew and Managing Technical Failures	Removed references to forms TEC01 “Defect Damage Repair List” and TEC02 “Defect Damage Report” which are cancelled– all technical failures will be recorded under Shipsure HazOcc Manager
<i>Crew Management</i>	
Operations > Ship Operations > Ship Crew Management > Crew Administration	Specified that the procedure for promotions to hotel crew is relevant only if V.Ships Leisure has the hotel management contract ; Corrected some titles of shore personnel ; Specified that C616A “Payroll” procedure is only relevant if V.Leisure does the payroll as some clients/owners have their own system; Clarified the max number of travelling days (2) as stipulated in the CBA (Collective Bargaining Agreement)
Operations > Ship Operations > Ship Crew Management > Crew Employment	Deleted reference to form C617B “Advice of Crew Medical Repatriation”; Updated maternity wage to be 100 days per CBA (Collective Bargaining Agreement) ; Corrected some titles of shore personnel ; Added a procedure for six monthly up-to-date maintenance of form C601C “Company Approved Manning Agents” Made reference to new form C601D “Guidelines for Certification, Appointment, Promotion & Training” (superseding forms SAF58, CRW25/26/27 ???.....)
Operations > Ship Operations > Ship Crew Management > Crew Policies	Subsection 1 Medical Fitness, for non-Philippine seafarers: -Removed X-ray requirements -food handlers - stool tests are required every 2 years Corrected some titles of shore personnel ; Subsection 13 Raising a Complaint – specified the new Seafarer welfare assistance service website (ISWAN)
Operations > Ship Operations > Ship Crew Management > Crew Welfare	Added a requirement to pass actions required from the Crew Welfare Committee to the Safety Environmental and Public Health Committee Meeting
<i>Hygiene and Sanitation</i>	
Operations > Ship Operations > Ship Hygiene and Sanitation > Crew	Subsection 4 – Food Handling Crew – Crew Selection and Training: Section re-written to improve language and consistency

Operations > Ship Operations > Ship Hygiene and Sanitation > Food Preparation	Added requirements for food-contact and non-food contact surfaces of Food equipment ; Enhanced procedures on use of TMD (Temperature Measuring Devices); Added requirements for cleaning and sanitation of in-use food-contact and dispensing equipment; Detailed requirements for food containers and such that have stored chemicals etc; Added requirements for ware-wash machines
Operations > Ship Operations > Ship Hygiene and Sanitation > Preventative Procedures	Enhanced procedures on use of TMD (Temperature Measuring Devices);
Operations > Ship Operations > Ship Hygiene and Sanitation > Service	Enhanced procedures on use of TMD (Temperature Measuring Devices);
Operations > Ship Operations > Ship Hygiene and Sanitation > Water	Subsection “1 - Safe Water Supplies”, sub-sub-section “Water Testing, Sampling and Recording”: Clarified that microbiological testing from ice machines and potable water tanks do not count towards the monthly distribution system monitoring; Added an explicit requirement that any positive results must be followed up; Amended the disinfection schedule for shower heads from four times per year to twice / every 6 months and the CTV to be 10 ppm for 60 mins; Made a reference to the standalone “Water Safety Plans” per EU Shipsan; Added clarification to discharge requirements for treated/halogenated pools/water spas per the VGP in US waters; Added details on turnover rates of RWF and associated equipment; Enhanced procedure for individual hydrotherapy pools also to similar equipment like spa pedicure tube / throne; renamed and referenced the associated log to be used - PH 26 “Log PH 26 “Individual Hydrotherapy Pools Log or similar Spa equipment (pedicure tube)”; Added a new sub-section “5 – Decorative Water Features” and relevant sanitation requirements
Operations > Ship Operations > Ship Hygiene and Sanitation > Supply, Delivery, Storage & Distribution	Enhanced procedures on use of TMD (Temperature Measuring Devices)
<i>Medical</i>	
Operations > Ship Operations > Ship Medical Operations > Smoking Onboard	Removed ambiguity about Bridge and ECR to be non-smoking areas only if any of the team members were non-smokers ;

	Bridge and ECR remain explicitly as non-smoking areas
Shore Operations	
Operations > Shore Operations > Shore Management Services > Supplier and Subcontractor Control	Sub-section "1- Responsibilities": Made a reference to the new Suppliers' form and clarified that their certification to ISO/OHS standards will be taken into account
Operations > Shore Operations > Shore Management Services > Vessel Inspections	Made references to the additional inspections required (per Company's Objectives): thermo-graphical / hotspots survey (annually), electrical audits (annually), environmental compliance audits (twice per year), stability audits (at least once during management)
Ship Contingency Procedures	
Operations> Ship Contingency Procedures> In Port Manning (IPM)	Added Port Manning Procedure which was missing
Operations > Ship Contingency Procedures > Reporting of Accidents & Incidents	Added a new sub-section "3- Formal Risk Assessment for Marine Incidents / Casualties" and a relevant requirement that all reportable incidents/casualties to Authorities shall be accompanied by a formal Risk Assessment;
Shore Contingency Procedures	
Operations> Shore Management Services> Crewing	Added Safe Manning Procedure which was missing
Operations > Ship Contingency Procedures > Grounding	Added Grounding Procedure which was missing

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Form Type	Form Index / Identifier	Title	Changes
FORMS			
CREW FORMS (C)			
C004	Pax	Appraisal Report Form	Added "Crew Comments" box.
C16	Pax	Expenses Claim Form	Fully re-written form
C601C	Pax	Company Approved Manning Agents	Updated agents list with contact details
C601D	Pax	Certification, Appointment, Promotion & Training Guidelines	Updated guidelines
DIS2 – DIS3	Pax	Discipline forms	Changes made in the copy holder's forms.

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Form Type	Form Index / Identifier	Title	Changes
MEDICAL FORMS (MED)			
MEDLOG 3	Pax	Acute GastroEnteritis Surveillance Log	Updated according to latest rules and regulations.
MEDLOG 4	Pax	GastroEnteritis	Newly issued form.

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Form Type	Form Index / Identifier	Title	Changes
		Asymptomatic Crew Interviews Record	

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Form Type	Form Index / Identifier	Title	Changes
OPERATIONAL AND TECHNICAL FORMS (OP)			
OP3	Pax	Vessel Inspection Report	Improved form according to the latest procedures and added a requirement to insert pictures
OP7	Pax	Master's Mail Checklist	Added OP525 and SAF112 in the required returns
OP18	Pax	Instructions for Vessels leaving Company Management	Minor updates according to the latest procedures
OP20	Pax	Master's Handing Over Form	Added a checkbox for the latest VMS revision summary
OP35	Pax	Bunker and Oil Transfer Operations Checklist	Added a box for Hose related conditions
OP43	Pax	Chief Engineer's Mail Checklist	Added SAF112 in the required returns
OP103	Pax	Fleet Cell Meeting	Updated according to the latest standards and added a requirement to insert pictures

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Form Type	Form Index / Identifier	Title	Changes
		Minutes	during inspections
OP145	Pax	Mooring Ropes Inventory Log	Added a column "Rope Certificate Nr"
OP191A	Pax	Separate HSFO-LSFO Service Tanks FOBAS Changeover Calculator	Referenced new FOBAS fuel Change Over Calculator v.6
OP191B	Pax	Separate HSFO-LSFO Service Tanks FOBAS Changeover Calculator	Referenced old FOBAS fule Change Over Calculator v.3.1

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Form Type	Form Index / Identifier	Title	Changes
PUBLIC HEALTH FORMS (PH)			
PH11	Pax	PH Self Inspection Report	Added more info required in the Corrective Actions table.
PH26	Pax	Individual Hydrotherapy Pools Log	Added more equipment such as pedicure tube/throne.
PH29	Pax	Potable Water E-coli Log	Added follow up on the test results
PH34A	Pax	Whirlpool Spa and Spa	Added info on recommendation of test

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Form Type	Form Index / Identifier	Title	Changes
		Pool Log	
PH35A	Pax	Swimming Pool Log	Added info on recommendation of test

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Form Type	Form Index / Identifier	Title	Changes
MARINE: SAFETY, ENVIRONMENTAL AND NAVIGATIONAL FORMS (SAF)			
SAF24-SAF26-SAF28-SAF29-SAF30-SAF95	Pearl Mist	Ship Specific forms	Customised forms according to the vessels needs/organisation.
SAF05	Pax	Hot Work PTW	Added Risk Assessment concept and check boxes
SAF06	Pax	Entry into & work in Enclosed Spaces PTW	Added Risk Assessment concept and check boxes
SAF07	Pax	Safety, Env Protection & PH Committee	Added few information and guidance.
SAF19	Pax	Garbage Disposal Log	Added Polar Code requirements
SAF20	Pax	Underwater Operations PTW	Added Risk Assessment concept and check boxes
SAF21	Pax	SEP Inspection	Added few guidelines and requirement to attach pictures taken during the inspection
SAF32	Pax	Waste Water Disposal	Added Polar Code requirements

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Form Type	Form Index / Identifier	Title	Changes
		Log	
SAF32	Alaska	Waste Water Disposal Log	Newly issued form when ship trading in Alaska
SAF65B	OHSAS 18001	Prioritized List of OH&S Risks	Updated references to the new eLVMS
SAF65C	ISO 50001	Energy use Identification and Significance Determination	New form to comply with ISO 50001.
SAF66B	OHSAS 18001	OHS Management Programmes	Updated references to the new eLVMS
SAF66C	ISO 50001	Significant Energy Use, Management Programmes and Measurement Plan	New form to comply with ISO 50001.
SAF68	Pax	Working Aloft/Overside/ on Lifeboats PTW	Added Risk Assessment concept and check boxes
SAF70	Pax	Electrical PTW	Added Risk Assessment concept and check boxes
SAF83	Pax	Mast Working Aloft PTW	Added Risk Assessment concept and check boxes
SAF86	Pax	Polar and Ice Water Voyage Planning	Added Polar Code requirements
SAF105	Pax	Tenders and Zodiacs Operations Log	Added a column for Coaswains and a final table containing the end of operations info.
SAF108	Pax	Zodiac Operator Competence Checklist	Fully revised form.
SAF109	Pax	Work in Liftshafts PTW	Added Risk Assessment concept and check boxes

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Form Type	Form Index / Identifier	Title	Changes
SAF113	Pax	On Deck in Adverse Weather PTW	Added Risk Assessment concept and check boxes
SAF121	Pax	Master and Deck Officer Familiarisation Programme	Updated references to the new eLVMS

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Form Type	Form Index / Identifier	Title	Changes
VARIOUS / UNINDEXED VMS DOCUMENTS			
LWI49	Silversea	ISM Procedures	Revised procedure
LWI67	Office	Reporting Conditions of Class and Condition of Authority	Newly issued LWI