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| --- | --- | --- | --- | --- | --- |
| **MANAGEMENT REVIEW**  **(OHSAS18001, EMS14001, EnMS50001 – as applicable)** | | | | | |
| Ship:  Date:  Place: | | Time: LT | | | Nr.: |
| **OFFICE PARTICIPANTS** | | Mar Suptd / Mngr (DPA): | | | Fleet Manager (FM) and Fleet Suptd (FS): |
| Crew Manager (CM): | | Others: | | | Others: (incl. Experts, Consultants etc) |
| **ONBOARD PARTICIPANTS:** | | | | | |
| **Rank** | **Name** | | **Rank** | **Name** | |
| Master |  | | St. Capt. |  | |
| Saf/Env Off |  | | Ch Eng |  | |
| Hotel Mngr |  | | Others |  | |
| Others |  | | Others |  | |
| **Person taking Minutes:** | | | | | |
|  | | | | | |
| **Agenda to include, but not be limited to the following topics:** | | | | | |
| **INPUTS:** | | | | | |
| **1: Minutes of previous Management Review(s) - any outstanding items and follow up actions** | | | | | |
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| **2: Review of the policies and effectiveness of the OHSMS / EMS / EnMS:** | | | | | |
|  | | | | | |
| **3: Changing circumstances including developments in legal and other requirements** | | | | | |
|  | | | | | |
| **4: Future itineraries and associated hazards / risks, environmental aspects/impacts, energy use** | | | | | |
|  | | | | | |
| **5: Communication from external / interested parties including complaints** | | | | | |
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| **6: Results of workforce participation and consultation in the development of the OHSMS** | | | | | |
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| **7: OHSMS / EMS / EnMS evaluation** | | | | | |
| **7.1 Internal and external audits (office & ship) – results, findings, actions and plans** | | | | | |
|  | | | | | |
| **7.2 Internal and external inspections(SEP and Technical, Flag, PSC etc) – deficiencies and plans** | | | | | |
|  | | | | | |
| **7.3 Evaluations of compliance with applicable legal and other requirements** | | | | | |
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| **7.4 Results of Master’s Reviews of the OHSMS/EMS/EnMS** | | | | | |
|  | | | | | |
| **7.5 Review of ship-office emergency drills and future plans** | | | | | |
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| **7.6 Review of hazardous occurrences (accidents, incidents, near misses) and lessons learnt, status of corrective and preventive actions** | | | | | |
|  | | | | | |
| **7.7 Review of Hazards Identification /Priority Risks, Environmental Aspects/Impacts, Energy uses and their Significance** | | | | | |
|  | | | | | |
| **8: Recommendations for improvement** | | | | | |
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| **9: Status, analysis and projections of OHSMS / EMS / EnMS Performance: Objectives, Targets, KPIs, Management Programs, Measurement Plans and the extent to which they have been met** | | | | | |
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| **OUTPUTS**  **(consistent with the commitment to continual improvement):** |
| **10: OHSMS/EMS/EnMS changes in performance, re-evaluation of Policies, Objectives, Targets and Programs, KPIs, measurement needs** |
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| **11: OHSMS/EMS/EnMS documentation and other elements review** |
|  |
| **12: OHSMS / EMS / EnMS Policies and Objectives review** |
|  |
| **13: Evaluation and allocation of resources** |
|  |
| **14: Any other business** |
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Notes:

* *Relevant outputs from the OHSMS / EMS /EnMS (as applicable) Management Review shall be made available for communication and consultation.*
* *Consider tracking the action items through Shipsure*
* *A Copy of the completed form is to be sent to the Company’s Compliance Dept*