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| **Quarterly IPCS**  **(Infection Prevention Control Management System)**  **Management Review** | | | | | |
| Quarter #: Year:  Date:  Place: | | Time: LT | | | Nr.: |
| **PARTICIPANTS** | | Fleer ICO: | | | Snr Management: SVP Mar Ops, VP Hotel Ops etc: |
| Marine Mngr and/or Tech Dir/Mgr Suptd: | | Crew Dir / Manager / Training other rep: | | | Others: (e.g. Port Ops, Experts, Consultants etc): |
| **IF INCLUDED - ONBOARD PARTICIPANTS :** | | | | | |
| **Rank** | **Name** | | **Rank** | **Name** | |
| ICO / Vessel |  | | ICO / Vessel |  | |
| ICO / Vessel |  | | ICO / Vessel |  | |
| ICO / Vessel |  | | ICO / Vessel |  | |
| ICO / Vessel |  | | ICO / Vessel |  | |
| **Person taking Minutes:** | | | | | |
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| **Agenda to include, but not be limited to the following topics:** | | | | | |
| **INPUTS:** | | | | | |
| **1: Minutes of previous Management Review(s) - status of actions** | | | | | |
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| **2: Changes in external and internal issues relevant to the IPCS / Management System(s)**  (including developments in legal and other requirements, needs and expectations of interested parties and compliance obligations; future itineraries and new equipment; and associated with all above - hazards / risks and opportunities – review Risk Assessments) | | | | | |
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| **3: Extent to which objectives have been achieved** | | | | | |
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| **4: Information on the performance and effectiveness of the IPCS/ Management System(s), including trends in:** | | | | | |
| 1. Process performance (conformity of products / services) | | | | | |
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| 1. Non-Conformities and Corrective Actions | | | | | |
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| 1. Monitoring and measurement results | | | | | |
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| 1. Fulfillment of compliance obligations by the Company, crew, passengers and third parties | | | | | |
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| 1. Audit results | | | | | |
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| 1. Hazardous occurrences (accidents, incidents, near misses), lessons learnt status | | | | | |
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| 1. Ship-office drills outcomes and other emergency preparedness |
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| 1. Performance of external providers |
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| **5: Relevant communications and feedback from relevant interested parties incl. complaints** |
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| **6: Adequacy of Resources** |
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| **7: Opportunities for (continual) improvement** |
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| **OUTPUTS** |
| **8: Conclusions on the continuing suitability, adequacy and effectiveness of the IPCS / Management System(s)** |
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| **9: Decisions related to opportunities for (continual) improvement** |
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| **10: Need of changes to the IPCS / Management System (s) (incl. policies, objectives, documentation and other elements)** |
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| **11: Evaluation and allocation of resources and needs** |
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| **12: Actions, if needed, when objectives had not been achieved** |
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| **13: Opportunities to improve integration of the IPCS / Management System(s) with other processes, if needed** |
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| **14: Any implications for the strategic direction of the organization (Ship, Company)** |
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| **15: Any other business** |
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Notes:

* *Relevant outputs from the IPCS 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 Marine Compliance Dept*