



# MarSIS : Marine Safety Intelligent System

## USER GUIDE FOR Marine Operations Focal

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## VERSION HISTORY

Version	Description	Date
<b>Version 1.0</b>	Initial version for competency training purposes and user manual.	30 November 2021

**Marine Safety Intelligent System (MarSIS)** is a digital tool that provides reliable insights, predictive and prescriptive analytics to the relevant stakeholders in order to better manage marine offshore vessel safety risk and for a safer operation.

## KNOW OUR OBJECTIVES

01

To enhance/revamp current the system architecture of current solution so that it is aligned with PETRONAS Cyber Security requirements and Software Development Standards

02

To improve current system functionalities

03

To introduce a new module called “Active Assessment Evaluation”

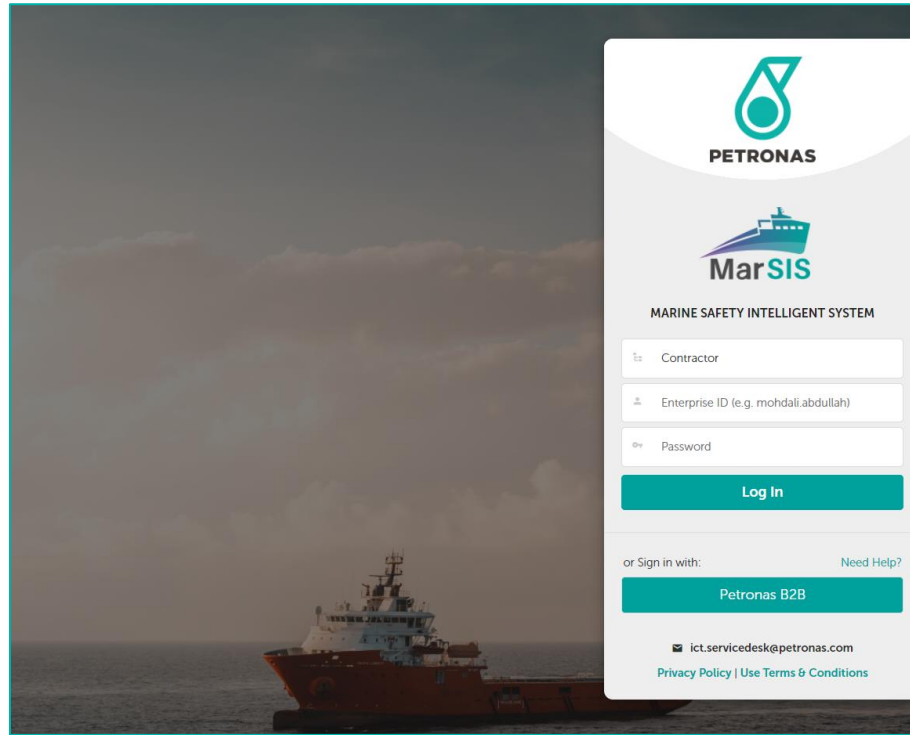
# USER ACCESS

## Marine Operations Focal



I am able to access the following features:

- User Profile
- Create Vessel Breakdown Report
- Report Listing
- Vessel Breakdown / Operation Incident Summary

The MarSIS login page features the PETRONAS logo at the top, followed by the MarSIS logo and the text "MARINE SAFETY INTELLIGENT SYSTEM". Below this are three input fields: "Contractor", "Enterprise ID (e.g. mohdali.abdullah)", and "Password". A "Log In" button is positioned below the password field. Underneath the "Log In" button, there is a link "or Sign in with:" followed by a "Petronas B2B" button and a "Need Help?" link. At the bottom, there is an email address "ict.servicedesk@petronas.com" and links for "Privacy Policy" and "Use Terms & Conditions".

1

Insert the URL:  
[MarSIS \(https://marsis.petronas.com/login\)](https://marsis.petronas.com/login)

2

Click on "Petronas B2B" button

3

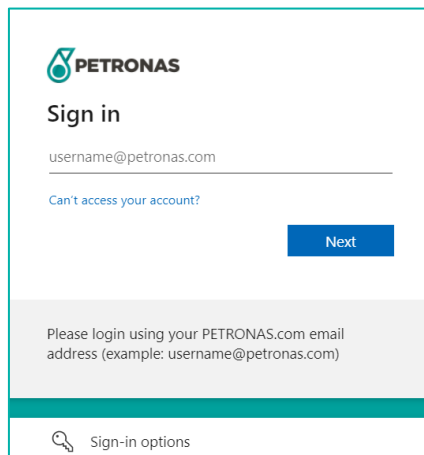
Fill in your Email ID ([username@petronas.com](mailto:username@petronas.com)) and click Next button

4

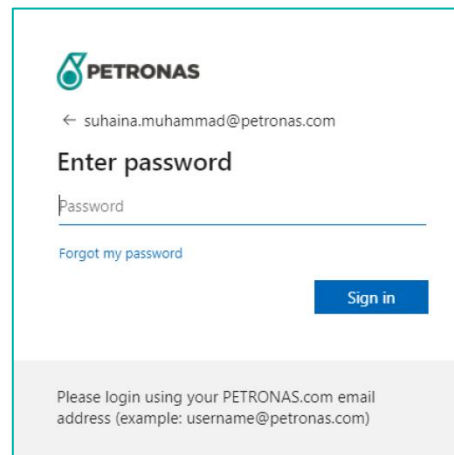
Fill in your Password and click Sign In button

5

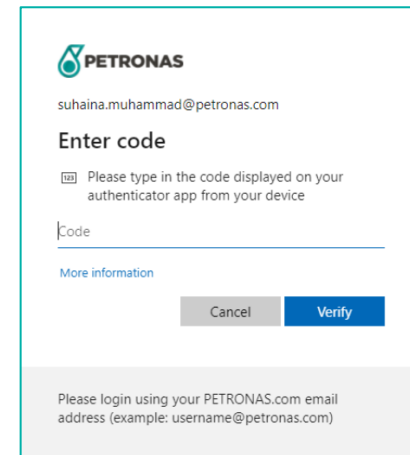
Fill in the MFA (6-digit) code that is generated via your mobile device and click Verify button



The "Sign in" page displays the PETRONAS logo and the heading "Sign in". Below the heading is an input field for the email address, with the placeholder text "username@petronas.com". A link "Can't access your account?" is located below the input field. A blue "Next" button is positioned to the right of the input field. At the bottom, there is a footer with the text "Please login using your PETRONAS.com email address (example: username@petronas.com)" and a "Sign-in options" link.



The "Enter password" page displays the PETRONAS logo and the heading "Enter password". Below the heading is an input field for the password, with the placeholder text "Password". A link "Forgot my password" is located below the input field. A blue "Sign in" button is positioned to the right of the input field. At the bottom, there is a footer with the text "Please login using your PETRONAS.com email address (example: username@petronas.com)".



The "Enter code" page displays the PETRONAS logo and the heading "Enter code". Below the heading is an input field for the code, with the placeholder text "Code". A link "More information" is located below the input field. A blue "Verify" button is positioned to the right of the input field. At the bottom, there is a footer with the text "Please login using your PETRONAS.com email address (example: username@petronas.com)".



The screenshot shows the MarSIS dashboard. At the top, there's a header with the MarSIS logo, the title 'Marine Safety Intelligent System', and a welcome message 'Welcome, Marine Operations Focal'. Below the header, there's a sidebar with a 'Vessel Breakdown Report' link. The main content area displays a table with columns: BREAKDOWN ID, IMO NUMBER, VESSEL NAME, and DATE OF BREAKDOWN. A single record is shown: VB/2021/0001, 9895874, ALKAHFI CHARM, 30/11/2021. A 'Get Started' button is visible in the bottom right corner of the table area.

**6** Marine Operations Focal will navigate to Announcement popup window upon login into the MarSIS system and click Get Started button

**7** Marine Operations Focal will navigate to “Vessel HSE Inspection Report” page

The screenshot shows the MarSIS dashboard with the 'Vessel Breakdown Report' table. The table now includes a 'STATUS' column. The record for VB/2021/0001, 9895874, ALKAHFI CHARM, 30/11/2021, is shown with a status of 'In Progress'.

BREAKDOWN ID	IMO NUMBER	VESSEL NAME	DATE OF BREAKDOWN	VESSEL OWNER	STATUS
VB/2021/0001	9895874	ALKAHFI CHARM	30/11/2021	Alkahfi	In Progress



Step 1

Left Navigation Bar



**Vessel Breakdown Report:** Navigate here to access Vessel Breakdown Report

1

The screenshot shows the MarSiS interface. On the left is a teal navigation bar with the following menu items: Vessel Breakdown Report (selected), Report Listing, Create New Breakdown Report, Breakdown / Operation Incident Summary, and a bottom section. The main content area is titled 'Report Listing' and contains a table with the following data:

IMO NUMBER	VESSEL NAME	DATE OF BREAKDOWN	VESSEL OWNER	STATUS
9895874	ALKAHFI CHARM	30/11/2021	Alkahfi	In Progress

Below the table, it indicates '1 - 1 OF 1 RECORDS'. The top right of the interface shows 'Welcome, Marine Operations Focal' and a search bar for 'Search Breakdown ID'.

Step 2

Top Navigation Bar



**Profile:** Navigate to View User Profile page, Reset PIN and Log Out button

2

The screenshot shows a user profile dropdown menu. At the top is a circular profile picture of a ship. Below it, the text reads 'Marine Operations Focal' and 'Marine\_Operations\_Focal\_1@petronas.com.my'. The menu contains the following options: View User Profile (with a person icon), Reset PIN (with a key icon), and Log Out (with an exit door icon).



Step 1

1. Go to **Profile** icon, click on the **View User Profile**.
2. Click on **Update** button will navigate Marine Operations Focal to Edit User Profile page. Marine Operations Focal able to update Image Profile and Contact.
3. Click on **Cancel** button to close the Edit User Profile and go back to User Profile page.
4. Click on **Update** button to save the record.

The diagram illustrates the process of editing a user profile. It starts with a user profile card for 'Marine Operations Focal 1' (Step 1). Clicking 'View User Profile' leads to the 'User Profile' page (Step 2), which has an 'Update' button. Clicking 'Update' leads to the 'Edit User Profile' page (Step 3). The 'Edit User Profile' page contains fields for personal and contact information, with 'Cancel' and 'Update' buttons at the top right (Step 4).

**User Profile**

Marine Operations Focal 1  
marine\_operations\_focal\_1@petronas.com

[View User Profile](#)

[Reset PIN](#)

[Log Out](#)

**User Profile**

STAFF NO. \*  
05

EMAIL \*  
marine\_operations\_focal\_1@petronas.com

CONTACT

Marine Operations Focal 1  
Marine Operations Focal

Active

**Edit User Profile**

Browse Image

FIRST NAME \*  
Marine Operations Focal

LAST NAME \*  
1

ASSIGNED ROLE \*  
Marine Operations Focal

STAFF NO. \*  
05

EMAIL \*  
marine\_operations\_focal\_1@petronas.com

CONTACT

COMPANY NAME

PASSPORT NO

NRIC

[Cancel](#) [Update](#)



**Step 1**

1. Click on **Vessel Breakdown Report** in left navigation bar and choose **Create New Breakdown Report**. Marine Operations Focal will be navigated to Create New Report page.
2. Marine Operations Focal required to fill in all mandatory fields on **Vessel Details** and **Breakdown/ Operation Incident Details** sections.
3. On **Breakdown/ Operation Incident Details** section;
  - If Marine Operations Focal choose Operational Incident for **Category of Vessel Breakdown**, field **Type of Machinery Breakdown** are not mandatory to fill in.
  - If Marine Operations Focal choose Mandatory Breakdown for **Category of Vessel Breakdown**, field **Type of Operational Incident** are not mandatory to fill in.
4. On **Attachment** section, Marine Operations Focal can Drag and Drop or click on **Browse** button to upload the related documents with specific format (JPG, JPEG, PNG, PDF). Marine Operations Focal able to attach multiple documents.
5. Click on **Reset** button to clear all the details entered.
6. Click on **Save** button to save the record.
7. By clicking on Save button, the Breakdown ID will be created as “VB/” and status of the report will change into **Draft**.

Step 1

1 Vessel Breakdown Report | Create New Report

2

Vessel Details

BREAKDOWN ID \*

Auto generate after save

VESSEL NAME \*

☒ Awarded Vessel

☐ Running Vessel

VESSEL OWNER \*

Enter Vessel Owner

VESSEL TYPE \*

Enter Vessel Type

IMO NUMBER \*

Enter IMO Number

CONTRACT NUMBER \*

Enter Contract Number

AWARDED CONTRACTOR \*

Enter Awarded contractor

3

Breakdown/ Operation Incident Details

CATEGORY OF VESSEL BREAKDOWN \*

-- Select --

TYPE OF MACHINERY BREAKDOWN

-- Select --

TYPE OF OPERATIONAL INCIDENT

-- Select --

TEMPORARY OFFHIRE

-- Select --

CONTRACTOR RECTIFY WITHIN TIMELINE

-- Select --

DATE OF BREAKDOWN/ OPERATIONAL INCIDENT \*

TIME OF BREAKDOWN/ OPERATIONAL INCIDENT \*

HH : MM AM

LOCATION \*

Enter Location

REPLACEMENT PROVIDED

-- Select --

DATE COMPLETED REPAIR

TIME COMPLETED REPAIR

HH : MM AM

VESSEL DOWNTIME PERIOD

time

DAYS WITHOUT COVERING VESSEL PROVIDED \*

Enter Number of Days

DOWNTIME PERIOD IN DAYS

Days

MITIGATION PLAN

Enter Mitigation Plan

REMARKS

Enter remarks

4

Attachment

Drag and drop or [Browse](#) the related document (JPG, JPEG, PNG, PDF)

NO.	ATTACHMENT NAME	DESCRIPTION	TYPE	STATUS
There is no data.				

5

6

Back

Reset

Save



Step 1

1. Click on **Vessel Breakdown Report** in left navigation bar and choose **Report Listing**. Marine Operations Focal will be navigated to Report Listing page.
2. On **Report Listing** page, Marine Operations Focal able to view the list of Breakdown Report for status In Progress and Completed.
3. Marine Operations Focal will be able to click on **hyperlink of the Breakdown ID** to view the details of the report or completed the report with status **Draft**.

Vessel Breakdown Report   Report Listing					
		Search Breakdown ID			
BREAKDOWN ID	IMO NUMBER	VESSEL NAME	DATE OF BREAKDOWN	VESSEL OWNER	STATUS
VB/ <b>3</b>	9359179	AJANG DUHA	04/01/2023	AJANG SHIPPING SDN BHD	Draft
VB/2023/0001	9632430	ALKAHFI ALISHA	03/01/2023	ALKAHFI OIL LESTARI SDN BHD	Completed
ITEMS PER PAGE 10		<< < PAGE 1 OF 1 > >>			1 - 2 OF 2 RECORDS



Step 2

Draft

1. Upon clicking on the hyperlink of Breakdown ID, Marine Operations Focal will be navigated to **Vessel Breakdown Report** page.
2. Marine Operations Focal able to fill in the required field and click on **Save** button to save updated details.
3. Marine Operations Focal required to fill in **Date Completed Repair, Time Completed Repair** and **Days without Covering Vessel Provided** field and click on **Submit** button to complete the report.
4. By clicking on Submit button, the status of the Breakdown Report will change into **Completed**.
5. Click on **Export to PDF** button. By clicking on Export to PDF button, the inspection report in PDF file will be downloaded into Marine Operations Focal's PC.

### Vessel Breakdown Report

1
4
Export to PDF

Report Listing > VBI / Draft

#### Vessel Details

BREAKDOWN ID \*

VBI/

☒ Awarded Vessel  
☐ Running Vessel

VESEL TYPE \*

Enter Vessel Type

CONTRACT NUMBER \*

2345678

VESEL NAME \*

AJANG DUHA

VESEL OWNER \*

AJANG SHIPPING SDN BHD

IMO NUMBER \*

Enter IMO Number

AWARDED CONTRACTOR \*

AJANG SHIPPING SDN BHD

#### Breakdown/ Operation Incident Details

CATEGORY OF VESSEL BREAKDOWN \*

Machinery Breakdown

TYPE OF OPERATIONAL INCIDENT

-- Select --

CONTRACTOR RECTIFY WITHIN TIMELINE

Yes

TIME OF BREAKDOWN/ OPERATIONAL INCIDENT \*

04 : 00 AM

REPLACEMENT PROVIDED

Yes

TIME COMPLETED REPAIR \*

08 : 15 AM

DAYS WITHOUT COVERING VESSEL PROVIDED \*

2

MITIGATION PLAN \*

Enter Mitigation Plan

TYPE OF MACHINERY BREAKDOWN \*

Anchor Handling Equipment

TEMPORARY OFFHIRE

Yes

DATE OF BREAKDOWN/ OPERATIONAL INCIDENT \*

04 Jan 2023

LOCATION \*

Kota Kinabalu

DATE COMPLETED REPAIR \*

09 Jan 2023

VESEL DOWNTIME PERIOD

5 days 4 hours 15 minutes

DOWNTIME PERIOD IN DAYS

5.18

REMARKS

Enter remarks

#### Attachment

Drag and drop or [Browse](#) the related document (JPG, JPEG, PNG, PDF)

NO.	ATTACHMENT NAME	DESCRIPTION	TYPE	DATE
There is no data.				

2
3

Back
Save
Submit



Step 2

Completed

1. Upon clicking on the hyperlink of Breakdown ID, Marine Operations Focal will be navigated to **Vessel Breakdown Report** page.
2. Marine Operations Focal able to view the details of the Breakdown Report.
3. Click on **Export to PDF** button. By clicking on Export to PDF button, the inspection report in PDF file will be downloaded into Marine Operations Focal's PC.
4. Click on **Back** button to go back to Report Listing page.

### Vessel Breakdown Report

Report Listing > VB/2023/0001 Completed

Export to PDF

#### Vessel Details

BREAKDOWN ID \*

VB/2023/0001

VESEL NAME \*

ALKAHFI ALISHA

Awarded Vessel

Running Vessel

VESEL OWNER \*

ALKAHFI OIL LESTARI SDN BHD

VESEL TYPE \*

FCB

IMO NUMBER \*

9632430

CONTRACT NUMBER \*

123456789

AWARDED CONTRACTOR \*

ALKAHFI OIL LESTARI SDN BHD

#### Breakdown/ Operation Incident Details

CATEGORY OF VESSEL BREAKDOWN \*

Operational Incident

TYPE OF MACHINERY BREAKDOWN

-- Select --

TYPE OF OPERATIONAL INCIDENT \*

Breach of PETRONAS Requirement

TEMPORARY OFFHIRE

Yes

CONTRACTOR RECTIFY WITHIN TIMELINE

Yes

DATE OF BREAKDOWN/ OPERATIONAL INCIDENT \*

03 Jan 2023

TIME OF BREAKDOWN/ OPERATIONAL INCIDENT \*

08 : 45 AM

LOCATION \*

Miri

REPLACEMENT PROVIDED

Yes

DATE COMPLETED REPAIR

09 Jan 2023

TIME COMPLETED REPAIR

08 : 00 AM

VESEL DOWNTIME PERIOD

5 days 23 hours 15 minutes

DAYS WITHOUT COVERING VESSEL PROVIDED \*

2

DOWNTIME PERIOD IN DAYS

5.97

MITIGATION PLAN

test

REMARKS

test

#### Attachment

NO.	ATTACHMENT NAME	DESCRIPTION	TYPE	SIZE
There is no data.				

Back



Step 1

1. Click on **Vessel Breakdown Report** in left navigation bar and choose **Breakdown / Operation Incident Summary**. Marine Operations Focal will be navigated to Vessel Breakdown Report Summary page.
2. Fill in the filtering criteria and click on the **Search** button.
3. The result will be listed in **Breakdown/Operation Incident Listing** table.
4. Marine Operations Focal can click on Breakdown ID hyperlink and will be navigated to Vessel Breakdown Report page. Marine Operations Focal able to view the details of the report on that page.
5. Marine Operations Focal can click on **Export to Excel** to export the listing to Excel.

### Vessel Breakdown Report | Summary

VESSEL NAME

-Select -

REPORTED BY

- Select -

Reset

Search

#### Breakdown/Operation Incident Listing

Export to Excel

BREAKDOWN ID	IMO NUMBER	VESSEL NAME	DATE OF BREAKDOWN	DATE COMPLETED REPAIR	VESSEL OWNER	REPORTED BY	STATUS
<a href="#">VB/</a>	9359179	AJANG DUHA	04/01/2023	09/01/2023	AJANG SHIPPING SDN BHD	Marine Operations Focal 1	Draft
<a href="#">VB/2023/0001</a>	9632430	ALKAHFI ALISHA	03/01/2023	09/01/2023	ALKAHFI OIL LESTARI SDN BHD	Marine Operations Focal 1	Completed
<a href="#">VB/2022/0059</a>	9632430	ALKAHFI ALISHA	22/11/2022	30/11/2022	ALKAHFI	MARSIS AUTOMATED BOT	Completed
<a href="#">VB/2022/0058</a>	N/A	A.H. PARAGGI	22/11/2022	30/11/2022	AH PARAGGI	MARSIS AUTOMATED BOT	Completed
<a href="#">VB/2022/0056</a>	N/A	ABIGAIL CLAIRE	18/11/2022	30/11/2022	Dat1111	MARSIS AUTOMATED BOT	Completed
<a href="#">VB/2022/0055</a>	9632442	ALKAHFI AMINAH	01/11/2022	16/11/2022	ALKAHFI LESTARI OIL SDN BHD	MARSIS AUTOMATED BOT	Completed
<a href="#">VB/2022/0054</a>	9359179	AJANG DUHA	02/11/2022	23/11/2022	AJANG SHIPPING SDN BHD	MARSIS AUTOMATED BOT	Completed



Step 1

1. User click on **Log Out** button in the Profile icon at the top navigation of the page.
2. User will be logged out successfully.

**Marine Safety Intelligent System**

Welcome, Marine Hse Focal 1

**Vessel HSE Inspection Report | Report Listing**

INSPECTION NO.	VESSEL NAME	INSPECTION DATE	INSPECTOR 1	INSPECTOR 2	DUE DATE
INSP/2021/0005	ABDULLA AL FRAIH	29/11/2021	System Administrator		
INSP/2021/0004	BAHTERA ZAMRUD	29/11/2021	Marine Hse Focal 1	System Administrator	29/12/2021
INSP/2021/0003	ALKAHFI COMFORT	29/11/2021	Marine SME Focal 1	Marine Service Provider 2	29/12/2021
INSP/2021/0002	AE POWER	30/11/2021	System Administrator		28/12/2021
INSP/2021/0001	ABS ANOKHII	30/11/2021	System Administrator		28/12/2021

ITEMS PER PAGE: 10

« < PAGE 1 OF 1 > »

1 - 5 OF 5 RECORDS

**User Profile:** Marine Hse Focal 1, marine\_hse\_focal\_1@petronas.com.my

[View User Profile](#)

[Reset PIN](#)

**Log Out**

[In Process](#)

**NOTE:**

If user close the browser, user will be logged out automatically from the system

# POST GO-LIVE SUPPORT

1. 1<sup>st</sup> level support team who will assist in all inquiry or technical issue related to MarSIS system.
2. Provide 1<sup>st</sup> troubleshooting assistant and provide necessary guide



Marsis.support@petronas.com.my



**8am to 8pm – Sunday to Friday**





# PETRONAS

## Passionate about Progress