## On Board Navigational Procedures Audit Form (Part C3) - Individual Review

## 2/O, 3/O, Tr 3/O, Deck Cadet

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Vessel: |  |  | Name of Auditor/ Master: |  |
| Review Start Date: |  |  | Review End Date: |  |
| Voyage From: |  |  | Voyage To: |  |

\*\* This form will be completed by Master conducting internal navigation audit Company representative conducting static or dynamic navigation audit, external navigation auditor \*\*

| **Code** | **Activity** | **Response** | **Comment** | **Reference** |
| --- | --- | --- | --- | --- |
| **3** | **Individual Review** | | | |
| **3.3** | **2/O / 3/O / Tr 3/O, Deck Cadet\* - Name:**       **Rank:**       \*delete as appropriate | | | |
| 3.3.1 | Knowledge, awareness and understanding roles, responsibilities and authority as defined within Company SMS? | Select |  | The prime responsibility of the Officer of the Watch is to ensure the safety of the vessel and its complement. He is to maintain a proper lookout until duly relieved by the Master or a person appointed by the Master. When the Officer of the Watch has the con, he has the authority to take whatever action he deems necessary with regards to navigation and the safety of the ship (Including but not limited to Safe Navigation Policy, Master Responsibilities and Authorities, Navigation Procedures as per SMS, Squat Effect on Draft, Charts and Publications, Determining Best Speed for Voyage Legs, Navigation Audit Procedure etc |
| 3.3.2 | Calling the Master, including timeliness? | Select |  | The OOW should be comfortable to call the Master. The Master must be called to the Bridge immediately in accordance with the requirements of his Standing Orders, or if the Officer of the Watch is in doubt as to his ability to deal with a situation, or if conditions deteriorate. In addition, the OOW should call the Master without hesitation if he feels the oncoming OOW is not suitable to assume control of the vessel. |
| 3.3.3 | Knowledge of the master’s Standing Orders? | Select |  |  |
| 3.3.4 | Knowledge of the ship’s emergency procedures and initial responses that would be required by OOW (Blackout, Steering Failure, MOB)? | Select |  | The OOW should be fully conversant with the emergency checklists contained in the ship operators Safety Management System and should know what initial action to take in response to emergency. What bridge equipment are powered by Emergency power supply. |
| 3.3.5 | Knowledge, awareness and understanding of the maneuvering characteristics of the vessel including advance, transfer, stopping distances and tactical diameter? | Select |  | All members of the Bridge Team are fully familiar with the maneuvering characteristics of the vessel with respect to main engine, stopping distance, turning circles and advance and transfer in both ballast and laden conditions. |
| 3.3.6 | Awareness of the dangers caused by negotiating collision avoidance action on the VHF or AIS text facility? | Select |  | VHF radio should not be used for collision avoidance purposes. Valuable time can be wasted attempting to make contact since positive identification may be difficult and, once contact has been made, misunderstandings may arise. Attempts to avoid collision by communicating using AIS equipment should be avoided. Accident investigations have shown that such attempts waste time, distract the attention of the OOW and often fail to establish effective communication. |
| 3.3.7 | Knowledge and understanding about alteration of speed to avoid collision compared to an alteration of course? | Select |  | In studying the speed vector triangle, it can be seen that in order to have a significant impact on the CPA, the speed generally has to be reduced significantly to achieve the same change from altering the vessel’s course. The reaction time for reduction of speed is not as instantaneous as an alteration of course making a change of speed less effective. |
| 3.3.8 | Use of DRs and EPs/ utilizing information that may be derived from historical position fixes to estimate the vessel’s projected track? | Select |  | A DR from the last Fix should always be maintained ahead of the ship and an EP should be derived from all available information (Leeway, Tidal Stream, Current). Use of a DR alone may be acceptable when these factors are insignificant, otherwise an EP should always be generated. As soon as a new Fix is obtained, it should be compared with the DR/EP to ensure that there has been no mistake, to estimate the strength and direction of any Tidal Stream or current since the last Fix, and to assess any actions needed. Generate a new DR/EP after an alteration of course. |
| 3.3.9 | Position Fixing: Techniques used for cross referencing a fix when only 2 terrestrial points are available, or cross checking ECDIS and the importance of using 3 lines for position fixing? | Select |  | The fix could be cross-referenced to verify accuracy using a GPS position line (either a lat or long), sounding or other suitable means. |
| 3.3.10 | Knowledge and understanding of the Radar and ARPA, limitations, how to optimize display, shadow and blind sectors? | Select |  |  |
| 3.3.11 | Understanding of the importance of using speed through the water for ARPA input for collision avoidance? | Select |  |  |
| 3.3.12 | Knowledge and understanding of interaction, squat and recognizable signs, how it can affect ship handling, and actions required to reduce the effect? | Select |  |  |
| 3.3.13 | Knowledge and awareness of the Company UKC Policy? | Select |  |  |
| 3.3.14 | Understanding of the importance of switching to hand steering in sufficient time? | Select |  |  |
| 3.3.15 | Knowledge of techniques to monitor the vessel’s position at anchor; how to determine if the anchor is dragging and action to be taken by the OOW if the dragging is suspected or confirmed? | Select |  |  |
| 3.3.16 | Any additional training needs, whether this be specific to an individual or the vessel, or fleet wide. | Select |  |  |
| 3.3.17 | Knowledge, understanding and application of the COLREGS? | Select |  |  |
| 3.3.18 | Knowledge and understanding of cardinal system / Buoyage? | Select |  |  |
| 3.3.19 | Is OOW confident to use engines in case of Emergency? | Select |  |  |
| 3.3.20 | Is OOW aware that when drifting or when waiting for orders vessel is not considered as NUC? | Select |  |  |
| 3.3.21 | Does the OOW monitor the decks to check for damage during heavy weather? Does he put floodlights on for a check/inspection during his watch? | Select |  |  |
| 3.3.22 | Knowledge of bridge equipment including the operations and limitations of such equipment? | Select |  |  |
| 3.3.23 | Knowledge of bridge equipment including the operations and limitations of: GPS/ EPFS | Select |  |  |
| 3.3.24 | Knowledge of bridge equipment including the operations and limitations of: ECDIS including the dangers, hazards and risks of using ECDIS for navigation. | Select |  |  |
| 3.3.25 | Knowledge of bridge equipment including the operations and limitations of: Echo Sounder | Select |  |  |
| 3.3.26 | Knowledge of bridge equipment including the operations and limitations of: BNWAS | Select |  |  |
| 3.3.27 | Knowledge of bridge equipment including the operations and limitations of: AIS | Select |  |  |
| 3.3.28 | Working knowledge of various Chart Symbols? | Select |  |  |