

SMS REVISIONS - TRACKING RECORD

Issue Date of Revision	(All)
TCC Ref No.	TCC-007
Urgency	(All)
Completion Date to TCCDOCSHIPS	(All)

SMS Volume/ Section/ Name of Revised Chapter or Section or Form or Other/ Reason for Revision	Completion (Please tick)
75	1
Vol. I	
Section -	
PS 1.1 - Definitions	
Update the contents as per the latest change in Shore Organisation Structure.	
76	1
Vol. I	
Section -	
PS 11.0 - Document and Data Control	
It adds the requirement that: Any recommended changes to the company policies in the SMS, must obtain Group General Manager (Marine) prior review and approval before implementation to the company fleet vessels.	
77	1
Vol. I	
Section -	
PS 13.0 - Anti-Corruption Policy	
Update the contents as per the latest change in Shore Organisation Structure.	
78	1
Vol. I	
Section -	
PS 2.0 - Safety and Environmental Protection Policy	
Update the contents as per the latest change in Shore Organisation Structure.	
79	1
Vol. I	
Section -	
PS 20.0 - Drug and Alcohol Policy	
Update the contents as per the latest change in Shore Organisation Structure.	
80	1
Vol. I	
Section -	
PS 4.0 - Designated Person	
Update the contents as per the latest change in Shore Organisation Structure.	
81	1
Vol. II	
Section -	
Appendix - Delegation of Duties Matrix Specimen	
Update as per the latest Shore Organization Chart.	
82	1
Vol. II	
Section -	
Appendix - PS017 - Safety and Environment Protection Policy	
Update the contents as per the latest change in Shore Organisation Structure.	
83	1
Vol. II	

Completion (Please tick)	
SMS Volume/ Section/ Name of Revised Chapter or Section or Form or Other/ Reason for Revision	
Section -	
Appendix - Poster PS005 - Drug and Alcohol Policy	
Update the contents as per the latest change in Shore Organisation Structure.	
84	1
Vol. II	
Section -	
Appendix - Poster PS011 - Smoking Policy	
Update the contents as per the latest change in Shore Organisation Structure.	
85	1
Vol. II	
Section -	
Appendix - Poster PS018 - Health Policy	
Update the contents as per the latest change in Shore Organisation Structure.	
86	1
Vol. II	
Section -	
Appendix - Poster PS034 - TCC Social Media Policy	
Update the contents as per the latest change in Shore Organisation Structure.	
87	1
Vol. II	
Section -	
Appendix - Poster PS037 - Anti-Corruption Policy	
Update the contents as per the latest change in Shore Organisation Structure.	
88	1
Vol. II	
Section -	
PP 11.0 - Document and Data Control	
It adds the requirement that: The Group General Manager (Marine) is to review and approve any changes made to the company policies and ensure it is effectively implemented across the company fleet vessels.	
89	1
Vol. II	
Section -	
PP 13.0 - Anti-Corruption Policy	
Update the latest MACN Help Desk Contact List in Annex 1.	
90	1
Vol. III	
Section 1	
Annex 1 - Shore Organisation Chart	
Update to the latest Shore Organization Chart.	
91	1
Vol. III	
Section 1	
Annex 1 - Shore Organisation Chart	
Update the contents as per the latest change in Shore Organisation Structure.	
92	1
Vol. IV	
Section -	
- - Flow Chart	
Update flow chart to revise name of chapter 3 of Section 4 from ISM Internal Audit to Shipboard and Office Audit.	

Completion (Please tick)	
SMS Volume/ Section/ Name of Revised Chapter or Section or Form or Other/ Reason for Revision	
93	1
Vol. IV	
Section -	
Appendix - Standard Filing for Chief Engineer	
-Under folder TR01E, remove form SM072 - Bunker Audit Form	
- Under folder G04E, remove form SM074 - Engineering Operational Audit Form, and update names of revised forms for SM073A-E.	
94	1
Vol. IV	
Section -	
Appendix - Standard Filing for Chief Officer	
Under folder CM11, update names of revised forms for CO057A-E.	
95	1
Vol. IV	
Section -	
Appendix - Standard Filing for Master	
- Under folder MO4, add SM083 - Incident Investigation Record.	
- Under folder MO8, update names of revised forms for SM071A-E.	
96	1
Vol. IV	
Section 1	
Chapter 12 - Engine Room - Emergency and Safe Operation	
Under 12.25 Emergency Generator, 6. Auto-Start Testing, it specifies 'monthly' schedule in Bassnet PMS, for carrying out auto starting of the emergency generator; and under 12.28 Quick Closing Valves, Testing 1, it specifies '3 months' schedule in Bassnet PMS, for testing Quick Closing Valves.	
97	1
Vol. IV	
Section 1	
Chapter 19 - Protective Clothing and Equipment	
To include the Chlorine gas detector into the table of Gas Detectors and include the Chlorine into the table of Calibration Gases, to be maintained.	
98	1
Vol. IV	
Section 1	
Chapter 5.4 - Enclosed Space Entry Work Permit Procedure	
Update the content of 5.4.11-Inspection of ballast tanks on ships fitted with BWTS, to reflect the actual equipment onboard.	
99	1
Vol. IV	
Section 2	
Chapter 1.8 - Coastal and Ocean Navigation	
Under 1.8.7, controlling depth needs to be amended to 22.5 meters for OFB and 22.7 meters for Batu Berhanti & Buffalo Rock as per the latest change in the PPG 2021 edition.	
And, rename 'Passage Planning Guide - Malacca and Singapore Straits' to 'SOMS Passage Planning Guide 2021'.	
100	1
Vol. IV	
Section 3	
Chapter 4 - Bunker	
Under 4.1.2 Chief Engineer Responsibility paragraph # 5: The Chief Engineer shall obtain a Certificate of Quality (COQ) (to replace original wordings 'shore delivery receipt') for the bunkers which should show at least the basic specification and he should satisfy himself that they are in accordance with the charter party details and engine characteristics and that the quantities are as agreed.	

Completion (Please tick)	
SMS Volume/ Section/ Name of Revised Chapter or Section or Form or Other/ Reason for Revision	
101	1
Vol. IV	
Section 3	
Chapter 7 - Cargo Discharging	
Under 7.3, correct typo error to replace the words 'Cargo Operation Checklist' by 'Cargo Operation Logbook'.	
102	1
Vol. IV	
Section 3	
Chapter 8 - Ballast Operations	
Streamline the content under 8.4 - Gravity Ballast to mention that: For vessel now installed with operational BWTS, gravity ballasting is not allowed for normal operations. The ballasting by gravity is considered in case of emergency.	
103	1
Vol. IV	
Section 4	
- - Content Page	
Update Section 4's content page to revise name of chapter 3 from ISM Internal Audit to Shipboard and Office Audit.	
104	1
Vol. IV	
Section 4	
Chapter 3 - Shipboard and Office Audit	
Streamline the whole procedure and include both shipboard and office remote audit procedures.	
105	1
Vol. IV	
Section 4	
Chapter 6 - Ship Inspection and Tanker Operations Audit	
Streamline the whole procedure of ship inspection in order to fulfill the latest industry requirements.	
106	1
Vol. IV	
Section 5	
Chapter 1 - Annex 1 - Incident Classification Matrix	
Update the contents as per the latest change in Shore Organisation Structure.	
107	1
Vol. IV	
Section 5	
Chapter 3 - Incident Investigation	
Update the contents as per the latest change in Shore Organisation Structure.	
108	1
Vol. IV	
Section 5	
Chapter 4 - SMS Manual Vol VI, Section 5, Chapter 4 – Incident Management	
Update the contents as per the latest change in Shore Organisation Structure.	
109	1
Vol. IV	
Section 5	
Chapter 5 - Job Hazard and Risk Analyses	
Update the contents as per the latest change in Shore Organisation Structure.	
110	1
Vol. V	
Section -	
Chapter 14 - Dry Docking	

Completion (Please tick)	
SMS Volume/ Section/ Name of Revised Chapter or Section or Form or Other/ Reason for Revision	
Add a new procedure that: Shipyards should be thoroughly audited for suitability for vessel dry-docking in advance using company SMS Form SM082, considering factors such as safety performance, class approvals, accreditation, facilities, competencies and skills of its workforce, shipyard emergency response procedures, contingency measures and resources available to deal with emergency situations such as fire, explosion, dry dock flooding & adverse weather conditions.	
111	1
Vol. V	
Section -	
Chapter 18 - Monitoring and Alarm	
Under 18.4 Critical Alarms and Tests Tables c) Oil Fired Boiler and d) Exhaust Gas Boiler, revise interval of 'Safety Valves Test' from '6 months' to '36 months'.	
112	1
Vol. V	
Section -	
Chapter 24 - Maintenance PMS (Bassnet)	
Under 24.5 Policy a) Planned Maintenance Policy, add the requirement that 'Physical inventory and recording to be carried out yearly (12 months) (to record in BASSNET)".	
113	1
Vol. V	
Section -	
Chapter 25 - Mooring Maintenance	
Under 25.8 Mooring Tail, update the Outfit requirement as per latest MEG 5.8.2.	
114	1
Vol. V	
Section -	
Chapter 3 - Main Engines	
Under 3.19 Fuel Injection Equipment, a) Fuel Pump seizure prevention, paragraph #1, update mentioned ISO version from ISO8217:2005 to ISO8217:2017.	
Under 3.24 Long Port Stay (f), rephrase it as "On a daily basis, the main engine turning gear is to be used to turn the engine over for 10 minutes with the main engine lubricating oil pump in operation and operating the Cylinder lubricator from either of the MOP, 3-4 times."	
115	1
Vol. V	
Section -	
Chapter 32 - Exhaust Gas Cleaning System	
Under 32.7 - Maintenance, add the list of items that the vessel is to refer to the ship PMS for the change internals. Under Annex , add the guidance that for failure of single sensor, please refer to guidelines issued by IMO - MEPC 1-Circ 883 EGCS single sensor failure.	
116	1
Vol. V	
Section -	
Chapter 33 - Selective Catalytic Reduction System	
Under 33.5 - Maintenance, add guidance no. 5 'Parts change and check interval' by providing list of items that vessel is to refer to the ship PMS for the change or check intervals; and streamline the procedures in this Chapter.	
117	1
Vol. V	
Section -	
Chapter 8 - Electrical and Electronic Equipment	
Under 8.4 Generators, Motors and Control Gear, Insulation Resistance Test (Megger Test), revise the interval of performing megger test from 'every end of month' to '3 months interval'.	
118	1
Vol. V	
Section 14	
Annex 2 - Dry Docking Process Flow Chart	
Revise the flow chart to include procedure of Yard Audit.	
119	1
Vol. VI	

		Completion (Please tick)
SMS Volume/ Section/ Name of Revised Chapter or Section or Form or Other/ Reason for Revision		
Section 6		
Annex D - Crisis Management Team		
Update the contents as per the latest change in Shore Organisation Structure.		
120		1
Vol. VI		
Section 6		
Annex E - Emergency Responses Contact Numbers		
Update contacts of Manning Agents.		
121		1
Vol. VI		
Section 6		
Annex F - Ship Communication List		
Remove ship communication details of KHK Vision, which has been sold out in November 2021.		
122		1
Vol. VIII		
Section 2		
Form SP002A - Familiarization with Bridge and GMDSS Equipment		
Under equipment no. 6 - External Communication System, amend name of 'Ship Security Alarm' to 'Ship Security Alert System (Location & Operation)'.		
123		1
Vol. VIII		
Section 5		
- - Content Page		
Update as per revised/ deleted/ new forms.		
124		1
Vol. VIII		
Section 5		
Form CO029 - Ship/ Shore Safety Checklist		
Typo correction on table subject of Part 7C as 'Tanker: Checks prior to Tank Cleaning and/ or Gas Freeing'.		
125		1
Vol. VIII		
Section 5		
Form CO057A - On Board Cargo / Ballast Operations Audit Form - (Part A) Summary		
A revised form to replace the old form CO057.		
126		1
Vol. VIII		
Section 5		
Form CO057B - On Board Cargo / Ballast Operations Audit Form - (Part B) Operational		
A revised form to replace the old form CO057.		
127		1
Vol. VIII		
Section 5		
Form CO057C - On Board Cargo / Ballast Operations Audit Form - (Part C) Crew Engagement & Focus Areas		
A revised form to replace the old form CO057.		
128		1
Vol. VIII		
Section 5		
Form CO057D - On Board Cargo / Ballast Operations Audit Form - (Part D) Human Factors & Resilience		
A revised form to replace the old form CO057.		
129		1
Vol. VIII		
Section 5		
Form CO057E - On Board Cargo / Ballast Operations Audit Form - (Part E) Assessment & Observation Report		
A revised form to replace the old form CO057.		
130		1

SMS Volume/ Section/ Name of Revised Chapter or Section or Form or Other/ Reason for Revision		Completion (Please tick)
Vol. VIII		
Section 6		
- - Content Page		
Update as per revised/ deleted/ new forms.		
131		1
Vol. VIII		
Section 6		
Form SM007 - Vessel Inspection Report		
Revise to align with the latest Ship inspection and Tanker Operations Audit process.		
132		1
Vol. VIII		
Section 6		
Form SM017A - Onboard Navigation Procedures Audit Form - (Part A) Summary		
Include the guidance to be conformed with SMS Vol IV, Section 2, Chapter 1.15.		
133		1
Vol. VIII		
Section 6		
Form SM017B - Onboard Navigation Procedures Audit Form - (Part B) Technical Baseline		
Include the guidance to be conformed with SMS Vol IV, Section 2, Chapter 1.15.		
134		1
Vol. VIII		
Section 6		
Form SM017C-1 - Onboard Navigation Procedures Audit Form - (Part C1) Individual Review - Master		
Include the guidance to be conformed with SMS Vol IV, Section 2, Chapter 1.15.		
135		1
Vol. VIII		
Section 6		
Form SM017C-2 - Onboard Navigation Procedures Audit Form - (Part C2) Individual Review – Chief Officer/ Trainee Master		
Include the guidance to be conformed with SMS Vol IV, Section 2, Chapter 1.15.		
136		1
Vol. VIII		
Section 6		
Form SM017C-3 - Onboard Navigation Procedures Audit Form - (Part C3) Individual Review – 2/O, 3/O, Tr 3/O, Deck Cadet		
Include the guidance to be conformed with SMS Vol IV, Section 2, Chapter 1.15.		
137		1
Vol. VIII		
Section 6		
Form SM017C-4 - Onboard Navigation Procedures Audit Form - (Part C4) Individual Review - Helmsman		
Include the guidance to be conformed with SMS Vol IV, Section 2, Chapter 1.15.		
138		1
Vol. VIII		
Section 6		
Form SM017D - Onboard Navigation Procedures Audit Form - (Part D) Resilience		
Include the guidance to be conformed with SMS Vol IV, Section 2, Chapter 1.15.		
139		1
Vol. VIII		
Section 6		
Form SM017E - Onboard Navigation Procedures Audit Form - (Part E) Observation Report		
Include the guidance to be conformed with SMS Vol IV, Section 2, Chapter 1.15.		
140		1
Vol. VIII		
Section 6		
Form SM018 - Job Hazards and Risk Analysis Form		
Update the contents as per the latest change in Shore Organisation Structure.		
141		1

Completion (Please tick)	
SMS Volume/ Section/ Name of Revised Chapter or Section or Form or Other/ Reason for Revision	
Vol. VIII	
Section 6	
Form SM056 - Vessel Technical Inspection Report	
Revise to align with the latest Ship inspection and Tanker Operations Audit process.	
142	1
Vol. VIII	
Section 6	
Form SM071A - On Board Mooring / Anchoring Operations Audit Form - (Part A) -Summary	
A revised form to replace the old form SM071.	
143	1
Vol. VIII	
Section 6	
Form SM071B - On Board Mooring / Anchoring Operations Audit Form - (Part B) - Operational	
A revised form to replace the old form SM071.	
144	1
Vol. VIII	
Section 6	
Form SM071C - On Board Mooring / Anchoring Operations Audit Form - (Part C) -Crew Engagement	
A revised form to replace the old form SM071.	
145	1
Vol. VIII	
Section 6	
Form SM071D - On Board Mooring / Anchoring Operations Audit Form - (Part D) -Human Factors/ Resilience	
A revised form to replace the old form SM071.	
146	1
Vol. VIII	
Section 6	
Form SM071E - On Board Mooring / Anchoring Operations Audit Form - (Part E) -Assessment & Observation Report	
A revised form to replace the old form SM071.	
147	1
Vol. VIII	
Section 6	
Form SM072 - Bunker Audit Form	
To be deleted	
148	1
Vol. VIII	
Section 6	
Form SM073A - SMS Form SM073A - Engineering Operations Audit Form - (Part A) - Summary	
Revise to align with the latest Ship inspection and Tanker Operations Audit process, by combining original forms SM072 - Bunker Audit, SM073 - Engineering Audit Form, and SM074 - Engineering Operational Audit Form to become one consolidated form.	
149	1
Vol. VIII	
Section 6	
Form SM073B - SMS Form SM073B - Engineering Operations Audit Form - (Part B) - Operational	
Revise to align with the latest Ship inspection and Tanker Operations Audit process, by combining original forms SM072 - Bunker Audit, SM073 - Engineering Audit Form, and SM074 - Engineering Operational Audit Form to become one consolidated form.	
150	1
Vol. VIII	
Section 6	
Form SM073C - SMS Form SM073C - Engineering Operations Audit Form - (Part C) -Crew Engagement	
Revise to align with the latest Ship inspection and Tanker Operations Audit process, by combining original forms SM072 - Bunker Audit, SM073 - Engineering Audit Form, and SM074 - Engineering Operational Audit Form to become one consolidated form.	
151	1

Completion (Please tick)	
SMS Volume/ Section/ Name of Revised Chapter or Section or Form or Other/ Reason for Revision	
Vol. VIII	
Section 6	
Form SM073D - SMS Form SM073D - Engineering Operations Audit Form - (Part D) - Human Factors/ Resilience	
Revise to align with the latest Ship inspection and Tanker Operations Audit process, by combining original forms SM072 - Bunker Audit, SM073 - Engineering Audit Form, and SM074 - Engineering Operational Audit Form to become one consolidated form.	
152	1
Vol. VIII	
Section 6	
Form SM073E - SMS Form SM073E - Engineering Operations Audit Form - (Part E) - Assessment & Observation Report	
Revise to align with the latest Ship inspection and Tanker Operations Audit process, by combining original forms SM072 - Bunker Audit, SM073 - Engineering Audit Form, and SM074 - Engineering Operational Audit Form to become one consolidated form.	
153	1
Vol. VIII	
Section 6	
Form SM074 - Engineering Operational Audit Form	
To be deleted	
154	1
Vol. VIII	
Section 6	
Form SM082 - Shipyard Audit Checklist	
A form corrected with the right filing folder number.	
155	1
Vol. VIII	
Section 6	
Form SM083 - Incident Investigation Record	
A new form.	
156	1
Vol. VIII	
Section 7	
Chapter 2 - Management of Ship Personnel	
Update as per revised/ deleted/ new forms.	
157	1
Vol. VIII	
Section 7	
Chapter 6 - Safety Management	
Update as per revised/ deleted/ new forms.	
158	1
Vol. VIII	
Section 7	
Section 5 - Cargo Operation	
Update as per revised/ deleted/ new forms.	
Grand Total	84