

Maritime Operator Safety System (MOSS)

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The Maritime Operator Safety System (MOSS) is a system to ensure that the owners and operators of all commercial vessels, including Coastguard Rescue vessels, operate in a safe and structured manner.

The Maritime Operator Safety System (MOSS) is a new system to improve safety in maritime transport operations. It builds on what has been learned from SSM (Safe Ship Management). Operators needed to comply with the new MOSS rules from 1 July 2014.

The SSM rules introduced a concept of a system for the safe operation of a ship. MOSS takes a wider view, making it clear that your entire operation needs to be examined to ensure any safety risks are identified and managed. The principles guiding MOSS are:

- improving safety by putting a greater focus on vessel owners and operators operating safely
- creating clearer lines of responsibility for the day-to-day safe operation of vessels
- providing effective and efficient regulatory oversight
- making it easier for operators, surveyors and MNZ staff to support safe vessels and safe operating practices

Constructive feedback and suggestions for improvements to the SAR Training Matrix is appreciated. Please email feedback or suggestions to sartrainingfeedback@coastguard.co.nz providing as much detail as possible. Thank you.



Activity:

Review of Our Unit
MOSS Manuals

- Divide the class into equal groups.
- Prepare the unit MOSS manuals – take each section from the manuals and set up on a different table around the room.
- Give each group a worksheet with the headings of each section of the MOSS manuals.
- Each group is to move around the room, spending a few minutes at each table. They are to look through the section and record an outline of the information contained in that section.
- After a while, move the groups on.
- Repeat the process until all the sections have been viewed and items in the MOSS manuals recorded.
- What did the Crew learn about the MOSS manuals?
- Is there any one section that is more important than the other?
- Which sections are updated regularly?
- Are the Crew expected to maintain records within the MOSS Manual?

Overview

Maritime Operator Safety System (MOSS) is a system to ensure that the owners and operators of all commercial vessels, including Coastguard Rescue Vessels, operate in a safe and structured manner.

MOSS encourages ship owners and operators to take responsibility for their entire operation including their vessel(s) and crew whilst ensuring that the protection of the marine environment is maintained. It is a system that requires a more inclusive involvement by all members of the operation, not just shipboard crew.

1. Background

Maritime Operator Systems are assessed by Maritime New Zealand. Every New Zealand commercial vessel must comply with the MOSS requirements provided under Maritime Rule Part 19.

The MOSS system includes the development of a Maritime Transport Operator Plan (MTOP) which includes details of the operation, the



vessels (including construction, stability, equipment, operating limits), the crew (including training and competencies), company policies on fatigue, drug and alcohol and environmental protection. The plan also includes safe operating and emergency procedures, accident and emergency reporting and Hazard identification processes. An online record of the CNZ MTOP and health and safety policies are kept on the CNZ Intranet site under the relevant MOSS and Health & Safety sections.

2. MOSS Manual



Under MOSS, Coastguard requires two separate manuals in

Maritime Operators Safety System (MOSS) – Version 2 (2015)

“Maritime Rule Part 19 explains how MOSS applies to all New Zealand commercial ships.

Section 1 of Maritime Rule Part 21 sets the framework for international safety management systems (ISM). SOLAS is an international convention that applies to large ships.

The Health and Safety in Employment Act plays an important part in the new MOSS rule.

addition to the Maritime Transport Operator Plan (MTOP). The MTOP covers the entire Coastguard operation. Each vessel has a Unit Manual and a Vessel Manual. The unit manual contains specific details about the vessel and its equipment, training records and hazard identification, along with other equipment documents and certificates. The vessel manual contains operating procedures and emergency response details plus search and rescue contacts. These manuals are live documents and should reflect the actual equipment and procedures used. If equipment or procedures change then the MOSS Manuals should also reflect those changes. The process for making any changes must be in line with Coastguard policy.

MTOP stands for Maritime Transport Operator Plan.

On board every CRV there must be an official log to record details of the vessels operation, (including emergency drills, training carried out). Each unit has a Unit Record and a Vessel Record. These manuals contain information on the following:

MTOC stands for Maritime Transport Operator Certificate and may be issued by Maritime NZ for up to ten years.

2.1 Unit Record

- **General Requirements**

This includes vessel key information, responsibilities and lines of authority, record of understanding and agreement.

- **Safe Ship**

This includes launch and retrieval checklists, maintenance and servicing logs, survey information, and emergency equipment carried.

- **Vessel Documentation**

This section contains a copy of the MTOC, COS and other certificates relating to the vessel such as those for radios, ship compass, lifejackets, fire extinguishers and other safety equipment.

- **Hazard Management**

This includes a hazard register, evidence of training in the mitigation of the known hazards, an accident and incident register, and information on how to report an accident.

- **Masters Qualifications**

This section holds a register of Masters ISC certificates and qualifications.

- **Induction and Training**

This includes evidence that the crew member has been inducted onto the vessel, and also holds evidence of current training, including drill records.

- **System Review**

This includes a review of the MOSS system to be carried out on a regular basis. The purpose of the review is to ensure that the system is up to date and working effectively for the Unit.

COS stands for Certificate of Survey and replaces the Fitness for Purpose and Safe Ship Management Certificates. A COS may be issued for up to 5 years.

2.2 Vessel Record

- **Certificate of Survey (COS)**

A copy of the current COS must be held in the MOSS Manual.

- **Search & Rescue Guidelines**
This holds Search & Rescue guidelines and emergency contact information.
- **Safe Operation**
This has standard operating procedures (SOPs) for a range of common operational activities.



MOSS will make it easier for operators, surveyors and MNZ staff to support safe vessels and safe operating practices, and will:

- improve safety by focusing on vessel owners and operators operating safely

- clarify lines of responsibility for the day-to-day safe operation of vessels

- provide effective and efficient regulatory oversight.

- **Emergency Response**
This section gives flowcharts on how to deal with the key emergency procedures and evidence of related training.
- **Vessel Log Book**
This section provides a template for the vessel log book and information on how to use it.

3. MOSS Responsibilities

The responsibilities within MOSS can be summarised as such;

3.1 Region – Operations Manager

- Ensures that Units within their Region are in possession of an up to date MOSS Manual and relevant documentation.
- Carries out Unit Management Audits the scope of which includes health and safety, manning levels, emergency drills and SOPs, maintenance and training.
- Coordinate and monitor the documentation required for Industry Specific Certificate (ISC) applications.
- Ensures accidents, incidents and mishaps are reported to the National Operations Manager and/or the Health & Safety MOSS Manager and Maritime New Zealand if required.

3.2 Unit – Safety Officer

- The Unit Safety Officer is responsible for the maintenance and management of the MOSS system.
- Ensures that all Crew comply with the MOSS Manual.
- Maintains a register of every accident, incident or mishap, and ensures all accidents and incidents are reported to the Regional Operations Manager as soon as possible.
- Ensure the CRV is maintained in a fit for purpose condition and undertake required surveys, inspections and audits.
- Ensure that all Crew have an adequate understanding of relevant mandatory rules and regulations relating to MOSS.
- Ensure that all Masters maintain appropriate qualifications and have the required skill to perform their duties safely.
- Ensure that the vessel is manned according to prescribed requirements in the MOSS Manual.
- Ensures the effectiveness of the MOSS system by evaluating and reviewing regularly.

3.3 Master Responsibilities

- Responsible for the safe operation of the vessel and wellbeing of all crew.
- Verify all crew have adequate training to carry out their duties safely.
- Ensure all systems contained in the MOSS Manual are implemented, evaluated and reviewed.
- Ensure that vessel logbook is maintained.
- Ensure that all accidents and incidents are reported to their Unit Safety Officer.
- Comply with relevant Maritime Rules and local navigation safety bylaws.

3.4 Crew Responsibilities

- Participate in training provided by the Unit and Master.
- Participate in the MOSS of unit operation.
- Participate in the process for identifying hazards.
- Ensure that no action or inaction causes harm to any other person.

4. Key Points for the MOSS System

- Make sure the manual is vessel specific.
- Keep all relevant paperwork in the MOSS manual.
- Ensure training records for all masters and crew are up to date.

The importance of having established operating procedures and the responsibilities of the Master are outlined in the article “Trawler hits rock and sinks at harbour entrance”

Lookout!
Dec2014-Jan2015
p8-9



Activity:

Keeping Up with the Latest

Provide examples of the two MNZ publications 'Safe Seas Clean Seas' and 'Lookout!' for the crew to read through

- Encourage the unit to have these newsletters available for crew to read.
- Share the MNZ website and show crew how to access the newsletters.
- Encourage the crew to share interesting items / stories found and discuss implications of the readings.

- Fill in the vessel logbook.
- Make sure procedures are reviewed regularly.
- Know where the Coastguard MTOP and all associated policies can be accessed. This includes Fatigue, Drug and Alcohol, Health and Safety and Environmental Policies.
- Provide inductions to the vessel for all new crew and passengers.
- Manage the hazards on the vessel. Keep an up to date hazard register, ensure hazards are identified and eliminated. If elimination is not possible then isolate or minimise the hazard.
- Prepare for emergencies on the vessel by practising the emergency responses.
- Understand where safety equipment is located and how to use it.
- Carry your Certificate of Survey on the vessel.
- Understand the stability of the vessel with particular regard to loading conditions, passenger numbers and towing operations.
- Ensure a thorough risk assessment is conducted prior to operations that takes into account weather, prevailing conditions, status of crew or tasks.
- Understand the area of operation within the operating limits for the vessel - this may include regularly updating charts, reviewing SAR preplans, undertaking trip planning.

The responsibility of maintaining the MOSS manual resides with all masters and crew and is overseen by the Unit Safety Officer.

5. Key Websites



Maritime New Zealand provides detailed information on their website.

Further publications to help explain MOSS can be found at:

- <http://www.maritimenz.govt.nz/>

Two MNZ newsletters are also available from the MNZ website.

- 'Lookout!' features the lessons to be learnt from recent maritime accidents or incidents.
- 'Safe Seas Clean Seas' is a quarterly round-up of recreational, commercial and environmental maritime news and events.