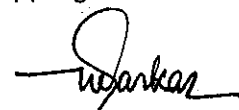


DIRECTORATE GENERAL OF SHIPPING MINISTRY OF SHIPPING, GOVERNMENT OF INDIA		
	TRAINING BRANCH	IS/ISO Clause No.7.1
Ref: QMS EACQP-07-1 Page 1 of 2	Subject:- Guidelines - Ship Security Officer (SSO) Course	File No. TR/CIR/6(2)/2012
<u>Approved by</u> Director General of Shipping	Circular No.: STCW Circular No.1 of 2013	09.01.13

The Manila amendments to the STCW Convention as adopted on 25th June 2010 have entered into force on 1st January 2012. In accordance with these amendments, the standards of competence for ship security officers have been modified to include piracy and armed robbery. Subsequently, the 43rd session of STW sub-committee of IMO has finalized the IMO Model course 3.19 (revised) in 2012.

2. Accordingly, the Directorate General of Shipping, the designated Indian Maritime Administration for this purpose, has revised the Guidelines for the conduct of Ship Security Officer Course, which are attached herewith as Annex 1.
3. These guidelines supercede Training Circular No. 34 of 2004 dated 7.12.2004, partially supercedes M.S. Notice No. 15 of 2003 dated 19.6.2003, and is in continuation of Training Circular No.9 of 2011 dated 12.08.11.
4. The duration of the course is revised to 3 days, and the course ID remains the same.
5. The training institutes approved to conduct the SSO course are required to comply with these guidelines w.e.f. 21st January, 2013.
6. This issues with the approval of the Director General of Shipping and ex-officio Addl. Secretary to the Government of India.



(Mahua Sarkar)

Dy. Director General of Shipping

Encl: Annex- I

To,

1. All Maritime Training Institutes
2. Vice Chancellor, Indian Maritime University, East Coast Road, Uthandi, Chennai-600119.
3. All Academic Councils
4. All Mercantile Marine Departments
5. The Shipping Master, Mumbai /Kolkata /Chennai
6. The Director, Seamen's Employment Office, Mumbai /Chennai /Kolkata
7. INSA/ FOSMA/MASSA
8. INDOS Cell, Nav Bhavan Building, Mumbai -1
9. Engineering Branch
10. NT Branch
11. Management Representative [QMS], EAC Branch, DGS
12. Crews Branch
13. Computer Cells
14. Hindi Cell
15. Guard File
16. Sr. PS to DG[S] for information

ANNEX-1

MANDATORY GUIDELINES FOR TRAINING INSTITUTES FOR THE CONDUCT OF SHIP SECURITY OFFICER (SSO) COURSE

TABLE OF CONTENTS	
1.	<u>BASIC DETAILS OF THE COURSE</u>
1.1	Aims
1.2	Objectives
1.3	Application
2.	<u>QUALIFICATION & ELIGIBILITY OF STUDENTS</u>
2.1	Entry Standards
2.2	Required Attendance
2.3	Course intake limitations
3.	<u>INFRASTRUCTURE REQUIREMENT</u>
4.	<u>COURSE DETAILS</u>
4.1	Course duration
4.2	Course Outline
4.3	Application
5.	<u>HOLIDAYS</u>
6.	<u>FACULTY REQUIREMENT</u>
6.1	Qualifications and experience of course in charge:
6.2	Qualifications and experience of faculty members:
6.3	Training of Trainers & Assessors Course:
6.4	Visiting faculty members:
6.5	Age limit for regular faculty members:
7.	<u>FACULTY STRENGTH</u>
8.	<u>COURSE DURATION</u>
9.	<u>ASSESSMENT</u>
10.	<u>QUALITY STANDARDS</u>
11.	<u>INSPECTIONS</u>
12.	<u>COST OF INSPECTIONS</u>
13.	<u>FEEES TO GOVT</u>
<u>Annexure A</u> - Additional equipment, etc	
<u>Annexure B</u> - Course outline	
<u>Annexure C</u> - Detailed teaching syllabus	
<u>Annexure D</u> - Course Certificate Format	

SHIP SECURITY OFFICER (SSO) COURSE

1. BASIC DETAILS OF THE COURSE

1.1 Aims:

This course aims to provide knowledge to those who may be designated to perform the duties and responsibilities of a Ship Security Officer (SSO), as defined in section A/2.1.6, and section A/12 of the ISPS Code and in section A-VI/5 of the STCW Code, as amended, and in particular the duties and responsibilities with respect to the security of a ship, for implementing and maintaining a Ship Security Plan and for liaising with the Company Security Officer (CSO) and with Port Facility Security Officers (PFSOs).

With this revision of the Ship Security Officer course, specific training to address the problem of piracy and armed robbery against ships is emphasized. The framework for these revisions is found in Section A-VI/5 of the 2010 amendments to the STCW Code.

1.2 Objectives:

Those who successfully complete this course should be able to undertake the duties and responsibilities as Ship Security Officer, as defined in section A/12.2 of the ISPS Code, and in section A-VI/5 of the STCW Code, as amended, which include, but are not limited to:

- 1.2.1 undertaking regular security inspections of the ship to ensure that appropriate security measures are maintained;
- 1.2.2 maintaining and supervising the implementation of the Ship Security Plan, including any amendments to the plan;
- 1.2.3 coordinating the security aspects of passengers and/or the handling of cargo and ship's stores with other shipboard personnel and with the relevant Port Facility Security Officers;
- 1.2.4 proposing modifications to the Ship Security Plan;
- 1.2.5 reporting to the Company Security Officer any deficiencies and non-conformities identified during internal audits, periodic reviews, security inspections and verifications of compliance and implementing any corrective actions;
- 1.2.6 enhancing security awareness and vigilance on board;
- 1.2.7 ensuring that adequate training has been provided to shipboard personnel, as appropriate;
- 1.2.8 reporting all security incidents;

1.2.9 coordinating implementation of the Ship Security Plan with the Company Security Officer and the relevant Port Facility Security Officer; and

1.2.10 ensuring that security equipment is properly operated, tested, calibrated and maintained, if any.

1.3 Application:

These revised guidelines shall be applicable from 21st January, 2013.

2. QUALIFICATION & ELIGIBILITY OF STUDENTS

2.1 Entry standards:

Those attending this course shall have approved seagoing service of not less than 12 months or appropriate seagoing service and knowledge of ship operations; and are likely to be designated as Ship Security Officer.

2.2 Required attendance:

100% attendance is required for successful completion of the course. However, in exceptional circumstances, a student is allowed absence of upto one day subject to his attending the lectures missed out during the next course at the same institute. The institute shall keep proper records of such cases.

2.3 Course intake limitations:

The number of students shall not exceed 24 per class.

3. INFRASTRUCTURE REQUIREMENT

Physical requirement for classrooms, black/white boards, overhead projector, screen, notice board, study environment and teaching equipment are to be provided as per DGS order 1 of 2003. Library books and equipment to include items contained in Annexure A.

4. COURSE DETAILS

4.1 Course duration: 3 days

4.2 Course outline: As per Annexure B

4.3 Detailed Teaching Syllabus: As per Annexure C

5. HOLIDAYS

- 5.1 Sundays shall be holidays.
- 5.2 Independence Day (15th August) and Republic Day (26th January) shall be compulsory holidays.
- 5.3 Students shall normally enjoy the holidays observed by the Govt. of the State in which the institute is located.

6. FACULTY REQUIREMENT

- 6.1 Qualifications and experience of course in charge and Faculty:
 - 6.1.1 Certificate of competency as Master of (FG), issued or recognised by the Government of India, and
 - 6.1.2 Should have undergone Trainer & Auditors course for Security of 5 days duration or should have undergone DG approved Ship Security Officer's course
- 6.2 The Faculty team should include at least one visiting faculty of officer level rank as specialized experts from Navy, NSG, Coast Guard, Army, BSF, etc. who would teach the relevant topics.
- 6.3 Training of Trainers & Assessors Course:

As per applicable DGS Circular.
- 6.4 Visiting faculty members:

Qualifications and experience of visiting faculty members should be the same as that of regular faculty as specified above.
- 6.5 Age limit for regular faculty members:

As per applicable DGS Circular.

7. FACULTY STRENGTH

- 7.1 Not less than two Master Mariners (inclusive of the course-in-charge) OR one Master Mariner and other persons specialised in the field of security as in 6.2.

8. COURSE DURATION

A total of 18 hours of lectures, including practical training and internal assessment.

9. **ASSESSMENT**

A written test would be carried out at the end of each course.

10. **QUALITY STANDARDS**

As per DGS Order no: 1 of 2003.

11. **INSPECTIONS**

As per DGS Order no: 1 of 2003

12. **COST OF INSPECTIONS**

As per DGS Order no: 1 of 2003 and as per Training Circular No.28 of 2004 dated 11.10.2004.

13. **FEES TO GOVT.**

As per DGS Order no: 1 of 2003

ANNEXURE - A

TEACHING AIDS

Equipment:

Audiovisual aids: video cassette player, TV, slide projector, overhead projector, etc.

Photographs, models, or other representations of various vessels and vessel parts to illustrate operational elements and security vulnerabilities.

Videos:

Publications recommended:

1. Best Management Practices for Protection against Somalia Based Piracy (Published by Witherby Publishing Group Ltd, Edinburgh, Scotland, UK)
2. Fernandez, L., & Merzer, M. (2003). Jane's Crisis Communications Handbook, (1st ed.). Alexandria: Jane's Information Group.
3. Hawkes, K. G. (1989). Maritime Security. Centreville: Cornell Maritime Press.
4. International Chamber of Shipping. (2003). Maritime Security: Guidance for Ship Operators on the IMO International Ship and Port Facility Security Code. London: ICS.
5. International Chamber of Shipping. (2003). Model Ship Security Plan. London: ICS.
6. International Chamber of Shipping/International Shipping Federation. (1999). Piracy and Armed Robbers: A Master's Guide. (3rd ed.). London: Marisec Publications.
7. United States Coast Guard. Risk-based Decision Making Guidelines. <http://www.uscg.mil/hq/g-m/risk/e-guidelines/html/index.htm>
8. United States Department of Transportation. Volpe National Transportation Systems Center. (1999). Intermodal Cargo Transportation: Industry Best Security Practices. Cambridge: Volpe Center.

IMO/ILO references (R) (mandatory)

IMO Model Course 3.19 - Ship Security Officer, Edition 2012.

International Maritime Organization. International Ship & Port Facility Security (ISPS) Code, as amended. London: IMO. (IMO-1116E).

SOLAS Chapter XI-1

SOLAS Chapter XI-2

International Labour Organization. Maritime Labour Convention 2006

International Labour Organization. Seafarers' Identity Documents Convention (Revised), 2003. (No. 185).

International Maritime Organization. Seafarers' Training, Certification, and Watchkeeping (STCW) Code, 2010.

STCW Code Section A-VI/5

STCW Code Table A-VI/5

International Maritime Organization. (2009). "Guidance to Shipowners and Ship Operators, Shipmasters and Crews on Preventing and Suppressing Acts of Piracy and Armed Robbery against Ships."MSC.1/Circ.1334.

ANNEXURE - BCOURSE OUTLINEShip Security Officer (SSO) Course

Duration: 3 working days

Total hours: 18 hours

Sr. No.	Topic	Methods of teaching	Duration
1.	Introduction <ul style="list-style-type: none"> • Course Overview • Competencies to be achieved • Historical Perspective • Current Security threats & Patterns • Ship & Port operations and conditions 	Lecture / Presentation	1.5 Hours
2.	Maritime Security Policies <ul style="list-style-type: none"> • Relevant International Conventions, Codes & Recommendations • Relevant Govt. Legislation and Regulations • Definitions • Legal Implications of action or non-action by security personnel • Handling sensitive security related information and communications 	Lecture / Presentation	1.0 Hour
3.	Security Responsibilities <ul style="list-style-type: none"> • Contracting Governments • Recognized Security Organizations • The Company • The Ship • The Port Facility • Ship Security Officer • Company Security Officer • Port Facility Security Officer • Seafarers with designated security duties • Port Facility personnel with designated security duties • Other personnel 	Lecture/ Presentation	1.5 Hours
4.	Ship Security Assessment <ul style="list-style-type: none"> • Risk assessment methodology • Assessment tools • On-scene security surveys • Security assessment documentation 	Lecture/ Presentation/ Workshop/ Exercises	1.5 Hours

5.	Security Equipment <ul style="list-style-type: none"> • Security Equipment and systems • Operational limitations of Security Equipment and systems • Testing, calibration and maintenance of Security Equipment & systems 	Lecture/ Demonstration of Equipments	1.5 Hours
6.	Ship Security Plan <ul style="list-style-type: none"> • Purpose of the Ship Security Plan • Contents of the Ship Security Plan • Confidentiality issues • Implementation of the Ship Security Plan • Maintenance and modifications of the Ship Security Plan 	Lecture/ Presentation/ Workshop/ Exercises	2.0 Hours
7.	Threat Identifications, Recognition & Response <ul style="list-style-type: none"> • Recognition & detection of weapons, dangerous substances and devices • Methods of physical searches and non-intrusive inspections • Implementing and coordinating searches • Recognition on a non-discriminatory basis, of persons posing potential security risks • Techniques used to circumvent security measures • Crowd management and control techniques 	Lecture/ Presentation/ Workshop/ Exercises	3.0 Hours
8.	Ship Security Actions <ul style="list-style-type: none"> • Actions required by different security Levels • Maintaining security of the ship/port interface • Usage of the Declaration of Security • Reporting security incidents • Implementation of security procedures 	Lecture/ Presentation/ Workshop/ Exercises	2.0 Hours
9.	Emergency Preparedness, Drills and Exercises <ul style="list-style-type: none"> • Contingency planning • Security drills and exercises • Assessment of Security drills and exercises 	Lecture/ Presentation/ Exercises/ Contingency plans for various security related	1.5 Hours

		emergencies	
10.	Security Administration <ul style="list-style-type: none"> • Documentation & Records • Monitoring and Control • Security Audits and Inspections • Reporting nonconformities 	Lecture/ Presentation/ Workshop/ Exercises	1.0 Hour
11.	Security Training <ul style="list-style-type: none"> • Training requirements 	Lecture/ Presentation	0.5 Hour
12.	Assessment and Feedback		1.0 hour
	TOTAL		18.0 Hours

ANNEXURE- CDETAILED TEACHING SYLLABUS

Learning Objectives	Hours
<p>1. Introduction</p> <p>1.1. Course overview</p> <p>.1 describes the topics and emphasis of the course</p> <p>1.2. Competences to be achieved</p> <p>.1 describes the competences that will be achieved through completion of the course</p> <p>1.3. Historical perspective</p> <p>.1 describes representative incidents involving criminal activity in the maritime environment</p> <p>.2 summarizes incident statistics and discusses underlying motivation and results</p> <p>1.4. Current security threats and patterns</p> <p>.1 identifies threats to the maritime transport industry, such as:</p> <ul style="list-style-type: none"> ▪ piracy and armed robbery ▪ terrorism ▪ contraband smuggling ▪ stowaways and refugees ▪ cargo theft ▪ collateral damage <p>1.5. Ship and port operations and conditions</p> <p>.1 characterizes the intermodal nature of transportation and the interfaces between ships and other modes</p>	1.5 hours
<p>2. Maritime Security Policy</p> <p>2.1. Relevant international conventions, codes, and recommendations</p> <p>.1 lists previous efforts of IMO toward maritime security, such as MSC/Circ.443, SUA Act, etc.</p>	1.0 hours

Learning Objectives	Hours
<p>.2 describes the rapidity with which IMO acted to enhance maritime security following 9/11</p> <p>.3 summarizes the amendments to SOLAS Chapter XI and the contents of the ISPS Code</p> <p>.4 discusses the security-related provisions of the amendments to the STCW Code</p> <p>.5 identifies IMO guidance on preventing and suppressing acts of piracy and armed robbery</p> <p>2.2. Relevant government legislation and regulations</p> <p>.1 states the requirements of relevant national legislation and regulations.</p> <p>2.3. Definitions</p> <p>.1 defines</p> <ul style="list-style-type: none"> ▪ Ship Security Plan ▪ Company Security Officer ▪ Ship Security Officer ▪ Port facility ▪ Ship / Port Interface ▪ Ship to ship activity ▪ Port Facility Security Officer ▪ Designated Authority ▪ Recognized Security Organization ▪ Declaration of Security ▪ Security incident ▪ Security Level ▪ the three security levels ▪ Terms relating to piracy and armed robbery <p>2.4. Legal implications of action or non-action by security personnel</p> <p>.1 identifies the legal limits of authority and the obligations of the ship security officer and other personnel with security duties</p> <p>2.5. Handling sensitive security-related information and communications</p> <p>.1 defines security-sensitive information and the importance of keeping it confidential</p>	

Learning Objectives	Hours
<p>3. Security Responsibilities</p> <p>3.1. Contracting governments</p> <p>.1 describes the responsibilities of contracting governments with respect to SOLAS Chapter XI-2 and the ISPS Code and the STCW code</p> <p>3.2. Recognized Security Organizations</p> <p>.1 characterizes the role of the Recognized Security Organization and identifies the extent of its function</p> <p>3.3. The company</p> <p>.1 describes the responsibilities of the company with respect to:</p> <ul style="list-style-type: none"> ▪ ensuring Master has documents on board relating to the crewing of the vessel and its employment ▪ ensuring that the Ship Security Plan contains a clear statement emphasizing the master's authority ▪ designating a Company Security Officer and a Ship Security officer and ensuring that they are given the necessary support to fulfill their duties and responsibilities <p>3.4. The ship</p> <p>.1 states that the ship shall comply with the requirements of the Ship Security Plan as per the security level set</p> <p>3.5. The port facility</p> <p>.1 states that port facilities shall comply with the relevant requirements of Chapter XI-2 of SOLAS and the ISPS Code</p> <p>.2 states that the port facility shall act upon the security levels set by the Administration within whose territory it is located</p> <p>3.6. Ship Security Officer</p> <p>.1 states that the company shall designate a Ship Security Officer for each ship</p> <p>.2 lists the duties and responsibilities of the Ship Security Officer</p>	1.5 hours

Learning Objectives	Hours
<p>3.7. Company Security Officer</p> <p>.1 states that the company shall designate a Company Security Officer</p> <p>.2 describes that the person designated as Company Security Officer may act as Company Security Officer for one or more ships provided that it is clearly identified for which ships he is responsible</p> <p>.3 indicates that the company may designate several persons as Company Security Officer provided that it is clearly identified for which ships each is responsible</p> <p>.4 lists the duties and responsibilities of the Company Security Officer</p>	
<p>3.8. Port Facility Security Officer</p> <p>.1 states that the Port Facility Security Officer shall be designated for each port facility</p> <p>.2 states that a person may be designated as the Port Facility Security Officer for one or more port facilities</p> <p>.3 lists the duties and responsibilities of the Port Facility Security Officer</p>	
<p>3.9. Seafarers with designated security duties</p> <p>.1 states that members of the ships crew may have designated security duties in support of the Ship Security Plan</p>	
<p>3.10. Port facility personnel with designated security duties</p> <p>.1 states that port facility personnel other than the PFSO may have designated security duties in support of the port facility Security Plan</p>	
<p>3.11. Other personnel</p> <p>.1 states that other shipboard and port facility personnel may have a role in the enhancement of maritime security</p> <p>.2 states that personnel other than ship or facility personnel may have a role in the enhancement of maritime security</p>	

Learning Objectives	Hours
<p>4. Ship Security Assessment</p> <p>4.1. Risk assessment methodology</p> <p>.1 states the basic principles of risk assessment in day-to-day operations</p> <p>4.2. Assessment tools</p> <p>.1 discusses the use of checklists in conducting security assessments</p> <p>4.3. On-scene security surveys</p> <p>.1 lists the preparations required prior to an on-scene survey</p> <p>.2 lists the procedures and measures and operations to be evaluated during an on-scene survey</p> <p>.3 discusses the security aspects of ship layout</p> <p>.4 divides the survey into the following sections:</p> <ul style="list-style-type: none"> ▪ Physical Security ▪ Structural Integrity ▪ Personnel Protection Systems ▪ Procedural Policies ▪ Radio and Telecommunication Systems ▪ Other Areas <p>.5 discusses the importance and elements of physical security aboard ship</p> <p>.6 describes the significance of structural integrity for ships and other structures</p> <p>.7 discusses the components and operations of systems to protect shipboard personnel</p> <p>.8 states the role of proper procedures in preventing and mitigating security incidents, including attacks by pirates and armed robbers</p> <p>.9 describes the use of information technology and communications systems in ship operations and in maintaining security</p>	1.5 hours

Learning Objectives	Hours
<p>.10 identifies other areas that may, if damaged or used for illicit observation, pose a risk to persons, property, or operations aboard the ship or within a port facility</p> <p>.11 discusses the identification of vulnerabilities in the above areas and the preparation of countermeasures to address them</p> <p>.12 states the importance of having in place emergency plans to deal with contingencies</p> <p>.13 explains and demonstrates how to carry out a security assessment with new measures in place and checks if further mitigating measures are required</p> <p>4.4. Security assessment documentation</p> <p>.1 describes proper form and practice for recording day-to-day security assessment results</p>	
<p>5. Security Equipment</p> <p>5.1. Security equipment and systems</p> <p>.1 lists the various types of security equipment and systems that can be used aboard ships and in port facilities</p> <p>.2 describes the security equipment and systems that may be used to prevent and suppress attacks by pirates and armed robbers</p> <p>5.2. Operational limitations of security equipment and systems</p> <p>.1 explains the limitations of individual items of equipment and security systems</p> <p>5.3. Testing, calibration and maintenance of security equipment and systems</p> <p>.1 describes the testing, calibration and maintenance requirements for the above security equipment and systems.</p>	1.5 hours

Learning Objectives	Hours
<p>6. Ship Security Plan</p> <p>6.1. Purpose of the Ship Security Plan</p> <p>.1 states that each ship shall carry a Ship Security Plan approved by the Administration</p> <p>.2 explains that the Ship Security Plan addresses the security measures that should be taken at each security level</p> <p>6.2. Contents of the Ship Security Plan</p> <p>.1 lists the required elements of a Ship Security Plan including those that relate to the prevention and suppression of piracy and armed robbery</p> <p>.2 states that the Ship Security Plan shall establish procedures for the performance of ship security duties.</p> <p>6.3. Confidentiality issues</p> <p>.1 states that the Ship Security Plan is confidential</p> <p>.2 states that the Ship Security Plan is not generally subject to inspection by Port State Control</p> <p>.3 describes the circumstances under which certain sections of the plan may be shown to Port State Control Authorities</p> <p>6.4. Implementation of the Ship Security Plan</p> <p>.1 explains procedures to be employed in implementing the Ship Security Plan</p> <p>.2 explains the requirement to coordinate implementation of the Ship Security Plan with the Company Security Officer and the Port Facility Security Officer</p> <p>.3 discusses the importance of giving due regard to the effect that security measures may have on shipboard personnel who may remain on board the ship for long periods</p> <p>6.5. Maintenance and modification of the Ship Security Plan</p> <p>.1 explains mechanisms for ensuring the continuing effectiveness and updating of the Ship Security Plan</p>	2.0 hours

Learning Objectives	Hours
<p>.2 explains the procedures for implementing any corrective actions</p> <p>.3 states that amendments to the plan shall not be implemented unless approved by the Administration</p>	
<p>7. Threat Identification, Recognition, and Response</p>	3.0 hours
<p>7.1. Recognition and detection of weapons, dangerous substances and devices</p>	
<p>.1 describes the various types of weapons, dangerous substances and devices, the damage they can cause, and their appearance</p>	
<p>7.2. Methods of physical searches and non-intrusive inspections</p>	
<p>.1 demonstrates how to carry out physical searches and non-intrusive inspections.</p>	
<p>7.3. Implementing & coordinating searches</p>	
<p>.1 describes how important it is to plan a search and practice carrying out searches as a drill.</p>	
<p>.2 explains how to plan a search using a system of check cards</p>	
<p>.3 describes the equipment the search team should carry for conducting a search</p>	
<p>.4 describes the procedures to be followed for an efficient search</p>	
<p>.5 describes the various places of concealment on board a ship</p>	
<p>7.4. Recognition, on a non-discriminatory basis, of persons posing potential security risks</p>	
<p>.1 describes the general characteristics and behavioural patterns of persons who are likely to threaten security</p>	
<p>.2 states how important it is to be observant to recognize such persons</p>	

Learning Objectives	Hours
<p>7.5. Techniques used to circumvent security measures</p> <p>.1 describes the techniques that may be used to circumvent security measures</p> <p>.2 explains the methods used by pirates and armed robbers to undertake attacks against ships</p>	
<p>7.6. Crowd management and control techniques</p> <p>.1 explains the basic psychology of a crowd in a crisis situation</p> <p>.2 states the importance of clear communication with crew and passengers during an emergency</p>	
<p>8. Ship Security Actions</p> <p>8.1. Actions required by different security levels</p> <p>.1 states the three security levels and the actions required for each level.</p> <p>.2 identifies recommended actions in response to attacks and attempted attacks by pirates and armed robbers</p> <p>8.2. Maintaining security of the ship/port interface</p> <p>.1 lists the reporting requirements for the ship prior entering port</p> <p>8.3 Usage of the Declaration of Security</p> <p>.1 explains the Declaration of Security and what it addresses.</p> <p>.2 states who determines when it should be completed</p> <p>.3 lists the situations in which the ship can request that the Declaration of Security be completed.</p> <p>.4 states who is required to complete it</p> <p>8.4 Reporting security incidents</p> <p>.1 states the reporting requirements in case of a security incident, including protocols for reporting attacks and attempted attacks by pirates and armed robbers</p>	2.0 hours

Learning Objectives	Hours
<p>8.5. Implementation of security procedures</p> <p>.1 states the requirements for the Ship Security Officer to carry out regular security inspections</p> <p>.2 lists the security measures and procedures at the three security levels required to:</p> <ul style="list-style-type: none"> ▪ ensure the performance of all ship security duties ▪ control access to the ship ▪ control the embarkation of persons and their effects ▪ monitor restricted areas to ensure only authorized persons have access ▪ monitor deck areas and areas surrounding the ship ▪ coordinate the security aspects of the handling of cargo and ship's stores; and ▪ ensure that security communication is readily available 	
<p>9. Emergency Preparedness, Drills, and Exercises</p> <p>9.1. Contingency planning</p> <p>.1 discusses action to take in case of a breach of security</p> <p>.2 discusses contingency plans for:</p> <ul style="list-style-type: none"> ▪ Damage to, or destruction of, the ship or of a port facility, e.g. by explosive devices, arson, sabotage or vandalism; ▪ Hijacking or seizure of the ship or of person on board; ▪ Attacks by armed robbers ▪ Tampering with cargo, essential ship equipment or systems or ship's stores; ▪ Unauthorized access or use, including presence of stowaways; ▪ Smuggling weapons or equipment, including weapons of mass destruction; ▪ Use of the ship to carry persons intending to cause a security incident, or their equipment; ▪ Use of the ship itself as a weapon or as a means to cause damage or destruction; ▪ Attacks from seaward while at berth or at anchor, and ▪ Attacks while at sea. 	1.5 hours

Learning Objectives	Hours
<p>9.2. Security drills and exercises</p> <p>.1 states the requirements for, and importance of, conducting drills and exercise, including those relating to prevention and suppression of piracy and armed robbery against ships</p>	
<p>9.3. Assessment of security drills and exercises</p> <p>.1 states the purpose of carrying out an assessment at the end of each drill</p>	
<p>10. Security Administration</p> <p>10.1. Documentation and records</p> <p>.1 states the documents that shall be available on board at all times</p> <p>.2 describes the International Ship Security Certificate, its validity and verification requirements</p> <p>.3 states the requirements of the Continuous Synopsis Record and what it shall contain</p> <p>.4 states the activities for which records shall be kept on board and the duration for which they should be retained.</p> <p>10.2. Monitoring and control</p> <p>.1 states the explicit requirement for the Ship Security Officer to review the Ship Security Plan and the implicit responsibility of the Master in this regard.</p> <p>10.3. Security audits and inspections</p> <p>.1 states the requirements for carrying out internal audits and inspections</p> <p>10.4. Reporting nonconformities</p> <p>.1 states the requirements for reporting nonconformities and deficiencies identified during internal audits, periodic reviews, and security inspections</p>	1.0 hours

Learning Objectives	Hours
11. Security Training 11.1. Training requirements .1 Explains which personnel must receive training and in what subjects they must be trained .2 Explains the requirement for enhancing security awareness and vigilance onboard	0.5 hours
12. Assessment and Feedback	1.0 hours
Total:	18.0 hours

Institute's
LOGO

NAME and ADDRESS of the D.G. Approved Training Institution
INDOS No: Tel: Fax: E-Mail:

Certificate No: _____

THIS IS TO CERTIFY THAT *[full name of candidate]*

Date of Birth

Holder of C.D.C. No.

Passport No.

Certificate of Competency/Proficiency, Grade No.

Indian National Data base (INDOS No.)

has successfully completed a training course for certificate of proficiency for

SHIP SECURITY OFFICER

held from toand has been found qualified.

The course is approved by the Directorate General of Shipping and meets the requirements laid down in: Regulation VI/5, Section A-VI/5 and Table A-VI/5 of STCW Convention as amended in 2010.

The candidate has also met the additional criteria specified in the STCW Convention, applicable to the issue of the certificate.

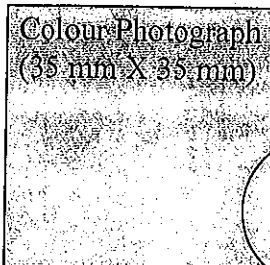
This certificate is issued under the authority of the Directorate General of Shipping, Ministry of Shipping, Government of India.

Signature of Candidate

Name and Signature of Course Incharge

Date of Issue : _____

Date of Expiry: UNLIMITED



Name and Signature of Dean/Principal

