

SHIP OPERATIONS AND MANAGEMENT

MAM006

COURSE DESCRIPTION

Keeping ships moving economically and efficiently, that is the top priority of Ship Management Team. This course covers all aspects needed to handle everything for the ship owner, from daily operations and technical management, to claims, risk management, and full-service accounting. Its emphasis is how to manage vessels safely and as economically as possible.

COURSE GOAL

To enhance the participants' knowledge, skills and abilities necessary to effectively manage ship operations.

COURSE OBJECTIVES

By the end of the course, participants will be able to:

- Understand the key functions in ship management and the responsibilities in each area.
- Understand the different types of organisation structure from all functions in-house, part contracted or fully contracted out.
- Produce simple sketch for each of all ship types.
- Understand the functions and operational methods of different ship types.
- Understand the purpose of the IMDG Code and the basic headings under which dangerous cargo is carried and stowage.
- Understand the reasons for and choice of nationality of vessel, national flag, open registry and international registries.
- Be aware of the difference between annual, intermediate, special surveys and damage surveys.
- Understand the requirements for international safety convention certification including Safety of Life at Sea (SOLAS) and loadline certification and appropriate surveys.
- Understand the basic requirements of the International Safety Management (ISM) Code.
- Understand the requirements of 'commercial' surveys including on/off hire, pre-loading, draft and bunkers.
- Understand the importance of safety management including risk management.
- Understand importance of environmental protection and the impact of pollution liability including the requirements of MARPOL.
- Be familiar with the financial terminology.
- Understand crew management as a key component of efficiency and operating costs including the role of the Master.

- Understand the advantages and disadvantages of using crewing agencies.
- Understand Standards of Training, Certification & Watchkeeping (STCW) regulations.
- Be aware of International Labour Organisation (ILO), International Transport Workers Federation (ITF) regulations and understand their potential intervention on non-national flagged vessels.
- Understand the importance and regulations of marine insurance.
- Understand the interactive roles of the commercial operations department and technical department.
- Understand the types of fuel used for bunkers and their characteristics and understand the importance of quality & quality measurements, sampling and testing.
- Understand the mechanics of a voyage estimate.
- Understand law relating to ship management.

WHO SHOULD ATTEND

Who wish to start a career in the Marine Industry, managing their own ship.

COURSE DURATION

5 Working Days

COURSE OUTLINES

1. Shipowners, Operators and Managers

- Key Functions in Ship Management and the Responsibilities in Each Area.
- Organisation Structure.
- The Structure and Essential Components of a Ship Management Contract.
- Standard Documents Including Bimco Shipman.

2. Ship types

- Basics of Ship Design and Construction and the Suitability of Specific Ship Types for Different Cargoes and Trades.
- Operational Methods of Different Types.
- Contents of and Information Available from Capacity Plans, General Arrangement Plans, Deadweight Scales and Stowage Plans.

3. Cargoes

- Characteristics of the Major World Cargoes and Their Importance in Shipping Markets.
- Stowage Factors, Cargo Stability and Compatibility.
- The Purpose of the IMDG Code and the Basic Headings under Which Dangerous Cargo is Carried and Stowage.

- Cargo Outturn and Outturn Reports, Tallying, Sampling & the Role of Damage Surveys in Settling Damage Claims.

4. Registration, Classification, Port State Control, ISM Code

- The Reasons For and Choice of Nationality of Vessel.
- The Impact of the Choice of Flag on Operational and Administrative Costs.
- Class Maintenance Programmes and Class Surveys.
- Annual, Intermediate, Special Surveys and Damage Surveys.
- The Requirements for International Safety Convention Certification
- Basic Requirements of the International Safety Management (ISM) Code: its Application and Audit Requirements.
- The Requirements of 'Commercial' Surveys.
- Safety Management.
- Requirements for Safe Working Practices, Training and Drills.
- Environmental Protection and the Impact of Pollution Liability.

5. Accounting

- Fixed Costs, Operating Costs and Voyage Related Costs:
- Preparing and Monitoring Budgets and the Presentation of Financial Results.
- Freight/Hire Collection and Taking Action Where Appropriate.
- Port Disbursements and the Role of Port Agents.
- The Calculation and Settlement of Demurrage and Despatch Claims.
- Dealings with Contractors and Sub-Contractors.

6. Crewing

- Crew Management as a Key Component of Efficiency.
- Crew Costs
- Using Crewing Agencies
- Crew Training, Certification & Watchkeeping (STCW) Regulations.
- International Labor Organisation (ILO), International Transport Workers Federation (ITF) Regulations and Their Potential Intervention on Non-National Flagged Vessels.

7. Marine Insurance

- Hull and Machinery, Markets and Placements, Institute Warranties, Institute Time Clauses, Additional Cover (War Risk, Ice Etc), Total Loss, Constructive Total Loss (CTL).
- P & I – The Constitution and Cover Provided by Mutual Associations.
- General Average: When and Why to Declare it.
- The Role and Function of Average Adjusters.
- Conventions Limiting Liability In Respect of the Vessel and Cargo.

- Salvage and Lloyds Open Form (LOF) Agreements.
- Handling of Cargo Claims, Repudiations, Surveys and Contractual Exceptions.

8. Vessel Operations

- The Interactive Roles of the Commercial Operations Department and Technical Department.
- The Importance of Complete and Accurate Voyage Instructions.
- Monitoring the Loading and Discharging Programmes and the Associated Documents.
- The Importance of Vessel Compliance with Contract Including Speed and Performance Issues.
- The Relevance of Accurate and Prompt Attention to other Contractual Requirements.
- The Importance of Repair, Maintenance, Storing and Dry Docking Programmes and the Ability to Respond to Short Term Situations and Incidents.
- The Importance of Vessel Routing Taking into Consideration Geography, Meteorology, Load line Zones, Canals & Waterways.

9. Bunker Management

- Types of Fuel Used for Bunkers and their Characteristics and the Importance of Quality & Quality Measurements, Sampling and Testing.
- The Environmental Problems.
- The Key Players in the Bunker Market.
- Bunker Contracts and the Use of Standard Forms.

10. Voyage Estimating

- The Importance of Voyage Estimating and Its Role in Ship Operating.
- The Mechanics of a Voyage Estimate, Including Daily Operating Costs and Route Calculation.
- The Effect of Load-Line and Stability Issues on Maximizing Cargo Lift.
- The Importance of Planning the Bunker Ports Related to Both Bunker Cost and Cargo Maximization.
- Problem: How to Draft Simple Voyage Estimates from Data Supplied Including Comparisons with Different Employment, Alternative Routes and Voyage versus Time Charter.

11. Law Relating to Ship Management

- The Legal Relationship Between the Shipowner and the Independent Ship Manager
- The Relationship between Independent Ship Managers to Cargo Interests and Third Parties.
- The Ship Manager's Role in Handling Cargo Claims