

ANNEX A:

Supporting Information for Safety Officers

What is MOSS?

'Maritime Operator Safety System' (MOSS) is the name of the current maritime legislation for commercial vessels in NZ. MOSS is designed to improve safety in maritime transport operations by building on the former SSM (Safe Ship Management) system. MOSS is designed to ensure that the operation is safe for all who work within it. It was established by Maritime Rule Part 19 and is administered by Maritime NZ.

How does MOSS Work?

The underlying principle behind MOSS is that safety on vessels is best achieved when the owners, Skippers and crew of vessels take responsibility for safety. Under MOSS, operators are required to develop a safety system that is tailored to their vessels and operation. Their entire operation needs to be examined to ensure that any safety risks are identified and managed.

Each vessel and its operation are different, so a customised approach for the particular circumstances of a vessel is more likely to deliver safety. A customised approach also makes sure that there is a paper trail that can be audited and checked.

MOSS will make it easier for Coastguard, other operators, surveyors, and Maritime New Zealand 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

The concept of MOSS is made up of two fundamental parts:

- Survey – inspections of vessel and its equipment by the surveyor.
- MTOP – Ensuring your operation and operating manuals are kept current; these will be audited by Maritime NZ. Coastguard New Zealand has one MTOP for all of Coastguard.

General guidance to maintain a good system:

1. Get the basics right – it's your responsibility to maintain the Unit MOSS Manual and the Vessel Manual(s) (depending on how many vessels are at the Unit). Ensure your MOSS Vessel Manual is specific to your vessel.
2. MOSS Unit Manual must contain the following sections:

Sect 1 – General Requirements

Sect 2 - Safe Ship

Sect 3 – Documents

Sect 4 – Hazard Management

Sect 5 – Masters Qualifications

Sect 6 – Induction & Training

Sect 7 – System Review

3. MOSS Vessel Manual must contain the following sections:

Certificate of Survey (COS) (or a FFP Certificate if vessel still under Deemed MTOC) (a copy only)

Sect 8 – Search and Rescue Guidelines

Sect 9 – Safe Operations

Sec 10 – Emergency Response

Sec 11 – Vessel Log Book

4. Ensure information and owner details, marine environmental policy; record of agreement verifying all on board have a read and understand the system; DPA / SAR contact person details.
5. Keep your MOSS manuals safe ensure that maintenance plans; service plans; survey plans /reports; audit schedule; safety equipment list; optional vessel equipment, and machinery list are all current.
6. Run a safe operation – safe working practices and procedures.
7. Manage your hazards – a hazard register which as controls for hazards to be eliminated; accident register; visitor record; warning signage.
8. Prepare for emergencies: details on how you will deal with a variety of emergencies.
9. Provide induction, training and supervision for your masters /skipper and crew – contain master/skipper and crew Emergency Response/MOSS Drills records; passenger and /or visitor safety briefing information and procedures are current (visitors’ book).
10. Review your procedures regularly – Sec 7 of Unit Manual; record the results of internal reviews (including a current Unit Operational Audit report) and external audits.
11. Fill in your logbook – ensure the vessel log is kept up to date, ensure crew logbooks are current and up to date.
12. Keep only relevant paperwork in your MOSS manual – keep all documents, certificates and papers in clear pockets inside your MOSS manual.
13. REMEMBER - Display your Certificate of Survey on your vessel.

Health & Safety

The Health and Safety at Work Act 2015 (HSWA) becomes the new legislation for health and safety on 4th April 2016, with it come a number of changes.

The HSW Act imposes duties on 'workers' and 'other persons' at a workplace to ensure that every such individual has a statutory duty for health and safety and must take reasonable care to fulfil that duty. This underlines the idea that health and safety at work is the responsibility of everyone who is there.

The Government has introduced a number of new duty holders under the HSWA in order to provide clarity as to who has duties in the workplace and how the duties are met. Coastguard New Zealand, Regional Bodies and some Coastguard Units will be a People Conducting a Business or Undertaking, (PCBU) under the HSWA. CNZ Board has stated that ALL of Coastguard will come under the one PCBU.

Under the HSWA, a 'worker' means any individual who carries out work in a capacity for a PCBU, including work as an employee, contractor or subcontractor, an apprentice or trainee, a person gaining work experience and a volunteer worker.

Each unit is to have a health and safety policy (CNZ Policy Statement is suffice) and must maintain a Hazard Register in relation to shore operations and buildings that form part of the unit operations. CRV hazards are included in Sec 4 of the Unit MOSS Manual. VAULT will record and maintain the master Hazard Register for Coastguard.

Note:

- i. That while a CRV is on land; WorkSafe NZ is the body to report accidents to. All accidents or incidents on board the vessel should be reported as soon as possible to either WorkSafe NZ for shore base incidents or MNZ for maritime incidents; You will also contact your ROM who will review and if need be report to Maritime NZ as appropriate.