

## Annex VII of the VAC

### Technical specifications for the quality of crew

#### Enclosed to Procurement Procedure No. EMSA/CPNEG/17/2016 concerning Service Contracts for stand-by oil spill recovery vessels

#### Competitive procedure with negotiations

#### Phase II - Invitation to Tender

##### 1. Manning

Vessels must be able to work 'round the clock' in at-sea oil recovery operations for a certain continuous period of time while respecting the applicable regulations regarding crew resting periods. For this purpose, tenderers must submit a table justifying that with the usual crew plus the additional personnel required for pollution response (if applicable) it will be possible to work continuously in pollution response mode for 7 consecutive days with the following scheme: 3 days recovering oil at sea continuously, 0.5 days sailing to the discharge facility, 1 days discharging onshore, 0.5 days sailing back to the spill site and 2 days recovering oil at sea continuously. This table must consider that 4 tasks may have to be performed simultaneously:

- Bridge Watch (navigational watch and manoeuvre, considering that for night shifts an additional lookout is needed), Communications with other response units and other related activities.
- Monitoring of cargo operations (cargo transfer between tanks, decanting excess water and discharging) – during operations at least one dedicated person is to be considered.
- Deck Operations (prepare equipment, monitor and operate equipment and deck operations in port) - at least 2 crew members are needed to monitor the equipment when is already deployed at-sea. Nevertheless, additional crew members will be needed for the actual deployment/retrieval of the equipment.
- Oil Spill Co-ordination, released from shift duties.

Considering the number of man-hours per professional qualification needed for each task and the number of man-hours per professional qualification available on board, a table per day of operation must be sent indicating the number of daily working hours per crew member (e.g. First Mate x hours bridge watch/manoeuvre, y hours cargo operations, total x+y hours on day 3) and the overall weekly working hours per crew member.

In addition, before the end of Preparation Phase the contractor will have to provide:

- confirmation from Flag that the safe manning certificate is also valid for oil recovery operations
- evidence that the ISM certification covers oil recovery and that the Company has addressed risk analysis, manning, rest hours, etc. for oil recovery operations.

## 2. Training Standards

During a spill response operation, the crew on board at the time will have to operate all the associated equipment including that required for the specialised oil recovery activities. It is appreciated that the crew (and/or any replacement crew) has not necessarily been trained for such activities as part of its normal duties. Consequently, this aspect will be evaluated with respect to the training standards specified in the points below and how it is proposed the training to be organised and implemented. Aspects expected to be covered include training of any new crew members, “refresher” courses as well as the general quality of the training (e.g. IMO Level 1 and 2) with due proof of successful attendance.

The following trainings should be foreseen if not already followed by crew:

- Course for Deck Crew Members/ Operations Technicians

This will be a course involving a combination of classroom and practical training. All the members of the crew must be trained. This course must take place before the end of the Preparation Phase. The basic requirements for the course are the following:

- The course must be at least IMO Model Course Level 1 – First Responder.
- The course must be conducted by an organisation or an expert approved or accredited by the Competent Authority of a Member State.
- The course must include training by equipment manufacturers or skilled operator, on operating the equipment.
- The course should be supplemented with information on response system organisation in the vessel's area of operation at the European, Regional and National levels.
- Each time new crew members join the vessel, they must also be trained according to these specifications. For such crew members the training should be performed within the first two weeks of their assignment if they were not trained previously.
- The Contractor will have to organise a refresher course every two year period of the contract.

The main focus of the course should be on safety issues and operational procedures for fitting and operation of the vessel's oil recovery and containment system(s). A respective Certificate for each crew member needs to be presented to EMSA proving that all crew members have successfully passed the initial course as well as the refresher course. During each drill and exercise the respective certificates of the involved crew members have to be made available.

- Course for Masters, Senior Officers (first mate and chief engineer) and Response Co-ordinators

This will be a course involving a combination of classroom and practical training. Whenever a vessel has two Masters or two Co-ordinators, both of them must be trained. This course must take place before the end of the Preparation Phase. The basic requirements for the course are the following:

- The course must be at least IMO Model Course Level 2 - Supervisors and On-Scene Commander.
- The course must be conducted by an organisation or an expert approved or accredited by the Competent Authority of a Member State.
- The course must include training by equipment manufacturers on operating their equipment.

- The course should be supplemented with information on response system organisation in the vessel's area of operation at the European, Regional and national levels.
- Each time new Masters, Senior Officers or Response Co-ordinators join the vessel/arrangement, they must also be trained according to these specifications.
- The Contractor will have to organise a refresher course in every two year period of the contract.

A respective Certificate for trained Master, Senior Officer and Response Co-ordinator needs to be presented to EMSA proving that all trained crew members have successfully passed the initial course as well as the refresher course. During each drill and exercise the respective certificates of the involved crew members have to be made available.

- Training for the oil spill response equipment

The equipment manufacturers must provide relevant training with regard to the equipment supplied. For the slick detection system, two EMSA staff members may participate in the training without any cost being paid by the Agency other than travel and accommodation expenses. Accordingly, the contractor must consider this when requesting a quotation from the slick detection system manufacturer.

- Training during Drills and Exercises

Whilst drills and exercises provide a valuable opportunity for crews to practice their oil spill response skills and techniques, they should not be regarded as the primary occasion for obtaining and improving those talents. Experience has repeatedly shown that unless crews train and practice in anticipation of drills, exercises, and indeed live operations, they invariably deliver below-par performances. Enclosure VIII of the Invitation Tender include the guidelines for drills and exercises in order for the candidates to know what can be expected from these activities and how they will be monitored and evaluated.

### 3. Crew requirements

Companies with higher retention rate of seafarers are preferred as they will have more skilful crew on-board and less need for training of new personnel. Accordingly, tenderers will need to provide their retention rates according to the following ratios:

- Current number of officers working in the company for, at least, the last 3 years/Total number of officers employed
- Current number of ratings working in the company for, at least, the last 3 years/Total number of ratings employed

In addition to training, the overall efficiency of the at-sea oil recovery operations will be enhanced through the utilisation of a crew, or crew members, skilled in conducting such activities. Accordingly, this aspect will be evaluated.

When operating under an international command and control structure the relevant officers on board will have to exchange information with other ships, onshore stations and surveillance aircraft. Good command of English language will be needed for these purposes.

#### 4. Spill Response Co-ordinator

During spill response operations there are many aspects which have to be monitored in order to ensure that all operations are carried out in both a safe and responsible manner whilst being as efficient as possible. These include manoeuvring the vessel in potential difficult sea conditions whilst simultaneously deploying or utilising the oil recovery equipment as efficiently as possible. Given that safety of the crew and vessel must remain the primary priority during spill response operations and is always the responsibility of the Master, it is necessary to have a separate officer to co-ordinate/supervise the actual oil recovery operations, so called “spill response co-ordinator”. Accordingly, the bid submitted must address this issue. The relevant person to be appointed as oil spill co-ordinator must be identified and his/her profile confronted with the following criteria:

- Deck officer ( being in this position for at least three years);
- Good knowledge of the vessel’s operating procedures;
- Involvement in pollution response activities, although not a requirement, would be highly appreciated;
- Good command of the English language.

If a person is to be contracted for this position, the bid must indicate when the recruitment will be made, the profile to be published and the way in which it will be carried out.