

Lumaship S.r.l.

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Safety Management System

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# ELECTRONIC STRUCTURE

<b>SMS-ISO Files</b>				
Dept.	File no.	File Title	Encl. No.	Enclosure Description
SMS-ISO	1	SMS Manual	1.1	Safety Management Manual + Appendix I & II
			1.2	SMM Appendix III - (Manual of safe working)
			2.1	Cargo Manual
			2.2	S.T.S. Operations
			2.3	Bridge Organisational manual
			2.4	Engine Organisational Manual
			2.5	Minimum Responsibilities & Duty Competency
			2.6	Energy Conservation
			2.7	Safe mooring
			2.8	Emergy Procedures
			2.9	Safety Officer Guidelines
			2.10	Terms & Synonymis
			2.11	Risk Assessment Instruction
			2.12	Use & maintenance of Bridge Equipments
			2.13	Duty of officer in Watch
			2.14	Guidelines to Annex VI
			2.15	Water Ballast Plan
			3.1	OWS Instructions
			3.2	VDR Instructions
			3.3	SMS - Key Persons
			3.4	Personel Protective Equipment
			3.5	SMS Basic Rules
			3.6	M.A.R.V's Instructions
			3.7	Fuel leakage Alarm Test for M.E. & DD.GG
			3.8	Overspeed Test for M.E. & DD.GG
			3.9	Permits Flow Charts
			3.10	Hot Work pPipelines & press. Tank & other Hazardous Task
			3.11	Power Tools
			3.12	Static Eletricity
			3.13	Security policy
			3.14	Remember That (SMS)
			3.15	Ranks on board
			3.16	Procedure to blowing boiler tubes
			3.17	Procedure to restore stability
SMS-ISO	2	Additional Manuals		
SMS-ISO	3	Notices and Instruction Postered		

# Structure of SMS

- ◆ **OUR SMS-ISO FILE INCLUDE:**

- ◆ **CHAPTER 1**

- ◆ SMS MANUAL (With Appendix I – II - III)

- ◆ **CHAPTER 2**

- ◆ ADDITIONAL OPERATING MANUALS

- ◆ **CHAPTER 3**

- ◆ POSTERS (INSTRUCTION & PROCEDURES)

- ◆ **CHAPTER from 4 to 33**

- ◆ FORMS – (only electronically)

# CLICKING ON ENCL. N°

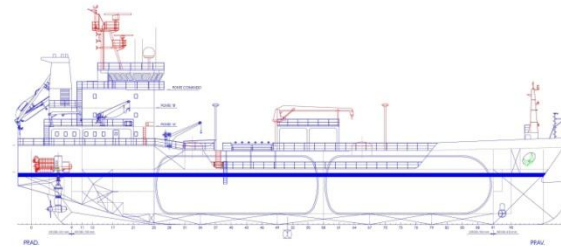
i.e. 1.1

SMS-ISO Files				
Dept.	File no.	File Title	Encl. No.	Enclosure Description
SMS-ISO	1	SMS Manual	<a href="#">1.1</a>	Safety Management Manual + Appendix I & II
			<a href="#">1.2</a>	SMM Appendix III - (Manual of safe working)
			<a href="#">2.1</a>	Cargo Manual
			<a href="#">2.2</a>	S.T.S. Operations
			<a href="#">2.3</a>	Bridge Organisational manual
			<a href="#">2.4</a>	Engine Organisational Manual
			<a href="#">2.5</a>	Minimum Responsibilities & Duty Competency
			<a href="#">2.6</a>	Energy Conservation
			<a href="#">2.7</a>	Safe mooring
SMS-ISO	2	Additional Manuals	<a href="#">2.8</a>	Emergy Procedures
			<a href="#">2.9</a>	Safety Officer Guidelines
			<a href="#">2.10</a>	Terms & Synonymis
			<a href="#">2.11</a>	Risk Assessment Instruction
			<a href="#">2.12</a>	Use & maintenance of Bridge Equipments
			<a href="#">2.13</a>	Duty of officer in Watch
			<a href="#">2.14</a>	Guidelines to Annex VI
			<a href="#">2.15</a>	Water Ballast Plan
			<a href="#">3.1</a>	OWS Instructions
			<a href="#">3.2</a>	VDR Instructions
			<a href="#">3.3</a>	SMS - Key Persons
			<a href="#">3.4</a>	Personel Protective Equipment
			<a href="#">3.5</a>	SMS Basic Rules
			<a href="#">3.6</a>	M.A.R.V's Instructions
			<a href="#">3.7</a>	Fuel Leakage Alarm Test for M.E. & DD GG

# WILL OPEN AUTOMATICALLY

## ◆ SMS MANUAL

LUMASHIP S.R.L.



SAFETY MANAGEMENT SYSTEM MANUAL

Revision no. 0 - 04.02.2011

Distribution List : Controlled Copy

Approved by Dott. Massimiliano Coppola

# CLICKING ENCL. No

◆ i.e. 2.2

<b>SMS-ISO Files</b>				
Dept.	File no.	File Title	Encl. No.	Enclosure Description
SMS-ISO	1	SMS Manual	<a href="#">1.1</a>	Safety Management Manual + Appendix I & II
			<a href="#">1.2</a>	SMM Appendix III - (Manual of safe working)
			<a href="#">2.1</a>	Cargo Manual
			<a href="#">2.2</a>	S.T.S. Operations
			<a href="#">2.3</a>	Bridge Organisational manual
			<a href="#">2.4</a>	Engine Organisational Manual
			<a href="#">2.5</a>	Minimum Responsibilities & Duty Competency
			<a href="#">2.6</a>	Energy Conservation
			<a href="#">2.7</a>	Safe mooring
SMS-ISO	2	Additional Manuals	<a href="#">2.8</a>	Emergency Procedures
			<a href="#">2.9</a>	Safety Officer Guidelines
			<a href="#">2.10</a>	Terms & Synonymis
			<a href="#">2.11</a>	Risk Assessment Instruction
			<a href="#">2.12</a>	Use & maintenance of Bridge Equipments
			<a href="#">2.13</a>	Duty of officer in Watch
			<a href="#">2.14</a>	Guidelines to Annex VI
			<a href="#">2.15</a>	Water Ballast Plan
			<a href="#">3.1</a>	OWS Instructions
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			<a href="#">3.5</a>	SMS Basic Rules
			<a href="#">3.6</a>	M.A.R.V's Instructions
			<a href="#">3.7</a>	Fuel Leakage Alarm Test for M.E. & DD GG

# WILL OPEN AUTOMATICALLY

- ◆ STS  
TRANSFER  
OPERATIONS  
PROCEDURE

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## SHIP TO SHIP TRANSFER OPERATIONS PROCEDURE



# Ch 1 - SMS MANUAL

- ◆ Rev. 0 on 04.02.2011
- ◆ Including appendix I
  - ◆ Company Contacts
- ◆ Including appendix II
  - ◆ DPA professional minimum requires



# Ch. 1.2 - APPENDIX III

- ◆ 1.2 SAFETY WORK ON BOARD
  - ◆ for Italian Flag
- ◆ Manuale per la sicurezza dell'ambiente del lavoro (D.I. 271/99) for Italian Flag



# Ch.3 POSTERS

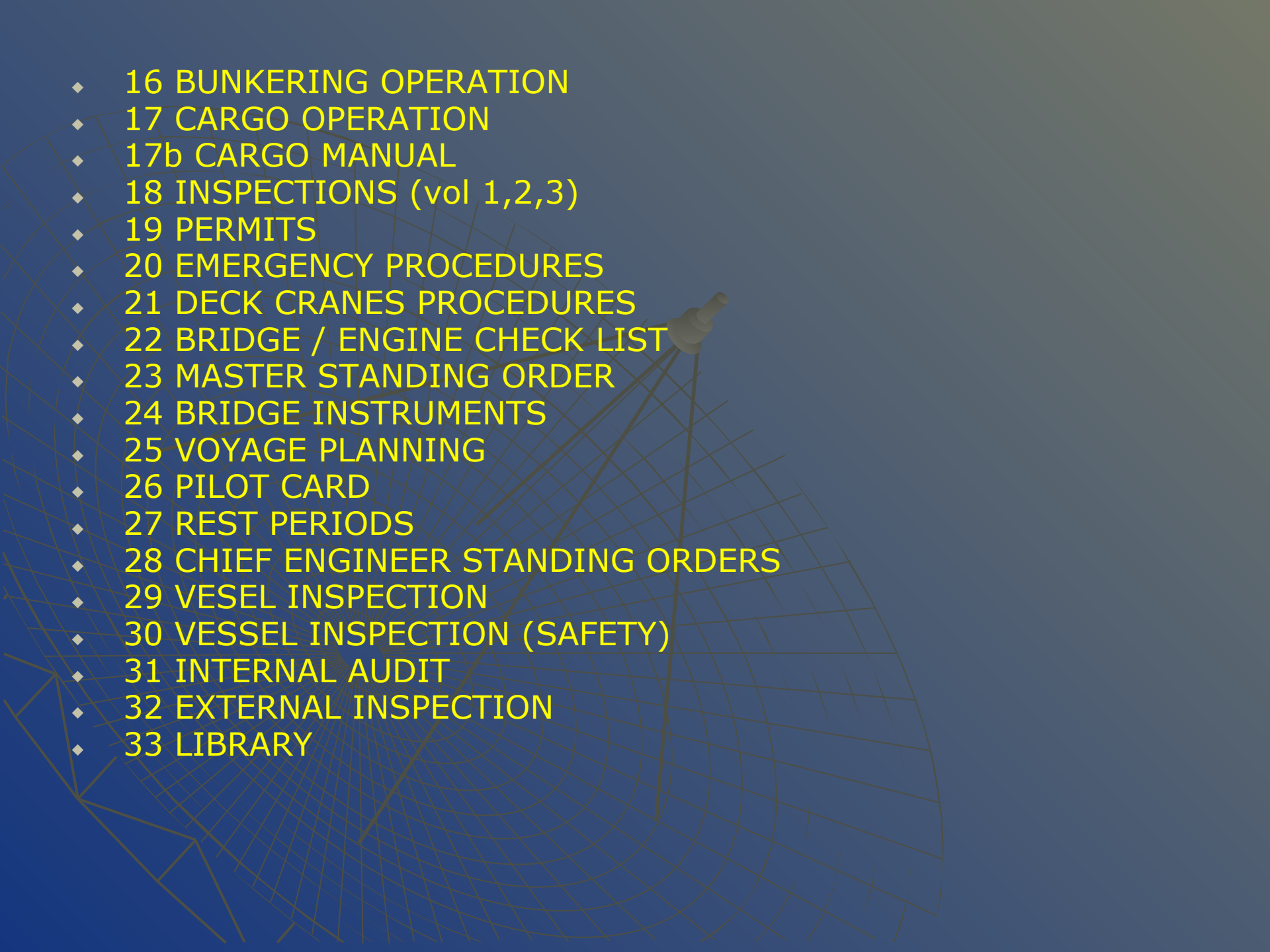
( instructions & procedures)

- 3.1 OWS Instructions
- 3.2 VDR Instructions
- 3.3 SMS - Key Persons
- 3.4 Personal Protective Equipment
- 3.5 SMS Basic Rules
- 3.6 M.A.R.V's Instructions
- 3.7 Fuel leakage Alarm Test for M.E. & DD.GG
- 3.8 Overspeed Test for M.E. & DD.GG
- 3.9 Permits Flow Charts
- 3.10 Hot Work pPipelines & press. Tank & other Hazardous Task
- 3.11 Power Tools
- 3.12 Static Electricity
- 3.13 Security policy
- 3.14 Remember That (SMS)
- 3.15 Ranks on board
- 3.16 Procedure to blowing boiler tubes
- 3.17 Procedure to restore stability

# FORMS

## Ch. from 4 to 33

- ◆ 4 SMS MANUALS ACKNOWLEDGE
- ◆ 5 HANDING OVER
- ◆ 6 OFFICER FAMILIARISATIONS
- ◆ 7 ALL SEAFARERS FAMILIARISATIONS
- ◆ 8 TRAINING ON BOARD
- ◆ 9 PERSONAL SAFETY EQUIPMENT
- ◆ 10 SAFETY REPORTS & GUIDELINES
- ◆ 11 FAILURE, ACCIDENTS, NEAR MISSES
- ◆ 12 DRUG & ALCOHOL POLICY
- ◆ 13 SOPEP/SMPEP MANUAL
- ◆ 14 SOPEP/SMPEP EXERCISES
- ◆ 15 GARBAGE

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- ◆ 16 BUNKERING OPERATION
  - ◆ 17 CARGO OPERATION
  - ◆ 17b CARGO MANUAL
  - ◆ 18 INSPECTIONS (vol 1,2,3)
  - ◆ 19 PERMITS
  - ◆ 20 EMERGENCY PROCEDURES
  - ◆ 21 DECK CRANES PROCEDURES
  - ◆ 22 BRIDGE / ENGINE CHECK LIST
  - ◆ 23 MASTER STANDING ORDER
  - ◆ 24 BRIDGE INSTRUMENTS
  - ◆ 25 VOYAGE PLANNING
  - ◆ 26 PILOT CARD
  - ◆ 27 REST PERIODS
  - ◆ 28 CHIEF ENGINEER STANDING ORDERS
  - ◆ 29 VESSEL INSPECTION
  - ◆ 30 VESSEL INSPECTION (SAFETY)
  - ◆ 31 INTERNAL AUDIT
  - ◆ 32 EXTERNAL INSPECTION
  - ◆ 33 LIBRARY

# INDEXING OF FORMS

- ◆ EACH FORMS ARE IDENTIFIED ON FOOTER PART

# ◆ ISSUING DATE

Lumaship S.R.L.  
04/02/2011 - SMS-ISO 5/3

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1/4



# ◆ ISSUING NUMBER

Lumaship S.R.L.  
04/02/2011 - SMS-ISO 5/3

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# NUMBER OF FORMS IS COMPOSED BY

1. NUMBER OF CHAPTER  
i.e. 5 = HANDING OVER

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2. ID NUMBER  
i.e. 3 = MASTER REVIEW

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