

SHORE BASED PERSONNEL MANAGEMENT POLICY

It is Company Policy to always employ adequate Shore Based Personnel committed to a high standard of ship performance.

In order to establish the effective implementation of the “Company Management System” the Company is committed:

- To employ personnel of adequate academic background and experience for the designated position
- To promote staff continuity, with an emphasis on retaining and developing people in key roles
- To verify that the people employed are competent to carry out their duties
- To request all new employees (or personnel transferred to new assignments) to pass a familiarisation and induction process before undertaking their duties
- This allows them to become aware of the relevance and importance of their activities and how these contribute to the achievement of company’s objectives.
- To encourage personal advancement, qualification and education
- To maintain adequate records of personnel details including staff qualifications, experience and training
- To set up an appraisal system and relate it to the promotion and development system
- To keep in touch with industrial trends with regard to operational, safety and environmental functions undertaken by personnel
- To identify follow up training requirements and levels of competence to be achieved and to arrange for appropriate training

Related Procedure

Shore-Based Personnel Recruitment, Training & Appraisal procedure CP07