

## 2017-2018 MARINE TERMINAL OPERATOR AND SUPERVISOR COMPETENCY

According to the MTOCT 2013 *Marine Terminal Operator Competence and Training Guide* by OCIMF, TTT assists companies to observe, verify, train and test Operators and Supervisors.

There are three (3) competence levels on which each section of work and responsibility will be based.

### 1. Awareness – A good understanding of what is involved

- Able to describe in basic terms the main features of each part of the job and its importance to the terminal's operation.
- Able to recognize how and where competencies are relevant

### 2. Knowledge

- Able to interpret and evaluate information and advice
- Able to ask questions that test the viability of proposal associated with responsibilities
- Where applicable, able to carry out all tasks required

### 3. Skill

- Able to carry out the activities to required standard
- Able to interpret applicable procedures and guidelines into practical actions
- Able to solve common technical / operational issues
- Able to propose refinements to operational practices and procedures
- Able to mentor and supervise others in technical / operational aspects

To be able to safely and efficiently operate and run a liquid bulk marine terminal, the following competencies are required and tested by TTT.

## **Overview of the Competence Framework**

### **Introduction to Terminal**

- Understanding Terminal Terminology
- Understanding Terminal Equipment
- Understanding Terminal and Port Procedures

### **Terminal Health, Safety and Environment Management**

- Understanding the Terminal's HSE Management System
- Understanding general hazards

### **Security Management**

- Understanding ISPS Code requirements
- Understanding security systems and requirements

### **Hazards of Products**

- Understanding of hazards of products handled
- Understanding static hazards and control of static electricity

### **Introduction to Vessels**

- Understanding Marine Terminology
- Understanding vessel mooring, cargo and ballast systems
- Understanding requirements associated with vessel's port call
- Understanding vessel's HSE management system

### **Pre-arrival Planning and Preparation**

- Manage pre-arrival communications
- Undertake pre-arrival inspection
- Confirm arrangement of terminal facilities for transfer
- Ensure availability of personnel and services

## **Arrival**

- Understand requirements for support craft
- Ensure mooring operations are conducted safely and efficiently
- Ensure safe access provided and maintained
- Organize pre-transfer conference with vessel personnel and implement ship/shore safety checklist
- Safely connects transfer equipment
- Connect umbilicals
- Ensure that transfer system is prepared for operation

## **Transfer**

- Monitor the safety of the transfer operations
- Take samples at appropriate times
- Ensure the safety of additive / dosing operations
- Ensure the stopping of transfer

## **Post-Transfer**

- Ensure safe completion of transfer operation

## **Emergency Response**

- Demonstrate knowledge of Terminal's emergency response plans and procedures
- Demonstrate knowledge of vessel's emergency response procedures
- Understand ESD, Emergency Shutdown Procedure.

TTT will address these competencies to ascertain and achieve safe and efficient operational performance and excellence. If possible, we recommend that our trainer observes your people during operations, so we can check competencies in the field.