

## **Order on occupational health course for port safety committees and safety groups in fishing vessels (section 8 course for fishing vessels)**

In pursuance of section 24b of the act on the manning of ships (*lov om skibes besætning*), cf. consolidated act no. 74 of 17 January 2014, the following provisions are laid down:

### *Application*

**Section 1.** The order shall apply to the following:

- 1) Members of port safety committees.<sup>1</sup>
- 2) Members of safety groups in fishing vessels.<sup>2</sup>

### *Purpose, structure and contents of the training programme*

**Section 2.** The purpose of the training programme shall be to qualify the participant so that he is able to perform his work as a member of the port safety committees or the safety group and to promote a safe and healthy working environment in fishing vessels in cooperation with others.

**Section 3.** The structure and contents of the training programme shall be as described in the plan for the training programme, cf. annex 1.

### *Participant qualifications*

**Section 4.** Participants in the course shall have been elected as members of a port safety committee or a safety group in fishing vessels in accordance with the regulations hereon stipulated in the order on Notice A from the Danish Maritime Authority, technical regulation on occupational health in ships.

### *Providers of occupational health courses*

**Section 5.** Providers of courses in occupational health shall have been approved in accordance with the order on approval and quality assurance, etc. of maritime training programmes.

*Subsection 2.* The provider shall ensure that:

- 1) the occupational health course is arranged and held in accordance with the plan for the training programme, cf. annex 1;
- 2) the teaching is carried out in suitable classrooms;

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<sup>1</sup> In fishing vessels, everyone engaged in fishing shall be associated with a port safety committee, cf. Notice A from the Danish Maritime Authority, chapter XI, safety work, part B, regulation 1, item 2.

<sup>2</sup> In fishing vessels where more than eight persons are working, including the master, a safety organisation shall be established consisting of a safety group, cf. the provisions of Notice A from the Danish Maritime Authority, chapter XI, safety work, part B, regulation 1, item 3.

- 3) the requirements for the teachers' qualifications, cf. section 5, are met; and
- 4) courses held are evaluated with a view to improvements on an ongoing basis.

#### *Teacher qualifications*

**Section 6.** Providers shall ensure that the instructors have the qualifications required to teach the courses listed. The qualifications shall cover both professional qualifications and qualifications in understanding instructions and teaching.

#### *Course certificates and registration, etc.*

**Section 7.** Providers of occupational health courses shall ensure the following:

- 1) Issue of course certificates to persons who have completed an occupational health course in accordance with the requirements of annex 1. The course certificate shall be as shown in annex 2.
- 2) Registration of the issue of course certificates. The registration shall contain information that is sufficient for the certificate to be re-issued and kept for five years.
- 3) Forwarding of a list to the Danish Maritime Authority immediately after each occupational health course, containing the civil registration number (CPR) and full name of the persons who have been issued with a course certificate.

#### *Entry into force*

**Section 8.** This order shall enter into force on 1 April 2015.

*Danish Maritime Authority, 18 March 2015*

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**Plan for the occupational health course  
for safety representatives in fishing vessels, etc.**

**1. General**

This plan for a training programme covers the mandatory occupational health training programme for safety representatives and describes the goals as well as the teaching framework of the training programme.

**2. Course structure and number of participants**

The course shall be established as either a residential course or a non-residential course of 32 hours' duration. If the occupational health course is established as a non-residential course, it shall, however, as a minimum have a duration of four days. The course shall be based on teams, each with up to 15 participants.

**3. Purpose**

The course participant shall acquire the skills necessary for him to be able to form part of a cooperation with the other crew members to maintain and promotion health, safety and well-being, including to help solve occupational health-related problems on board.

*3.1 Goal description*

It is the goal that, when the course participant has completed the training programme, he shall:

- have knowledge about the most important tasks held by the safety organisation in accordance with the order on Notice A from the Danish Maritime Authority, technical regulation on occupational health in ships;
- have knowledge about the most important tasks held by a safety representative in interaction with the other representatives and the ship management, including knowledge about the rights, obligations and responsibilities of various groups of personnel;
- be able to solve tasks in the safety organisation, including consultancy in connection with solving occupational health problems with a view to prevention;
- be able to acquire information from acts, provisions and material from occupational health specialists (for example, the Danish Fishermen's Occupational Health Services) and in the shore-based organisation of shipowners;
- have general knowledge about how occupational health can be included in the ships'/shipowners' SMS (Ship Management System), including procedures for ensuring health and safety on board;
- be able to use various cooperation and communication techniques in practice so that communication becomes more effective and the risk of misunderstandings is minimised;
- be able to supervise other persons on board; and
- display responsibility and commitment to promoting occupational health efforts in the fishing industry.

*3.2 Contents*

The following elements shall be included in the course:

- Introduction of course participants and teachers as well as practical information.
- The major occupational health effects on fishing vessels. The most important work-related diseases and industrial accidents.
- The legal basis of the safety organisation's work (the act on ship safety, the safety order, occupational health regulations, provisions on hours of rest, etc.).

- Problem solving, risk assessment and workplace assessment.
- The role of the supervising person, the role of the safety representative as well as the safety organisation's cooperation solving the tasks.
- The development of the safety organisation, including the possibilities and limitations related to the performance of the safety work, changes to the attitudes to safety work as well as the safety organisation's updating of its own knowledge.
- Evaluation of the holding and contents of the course.
- Individual evaluation of course participants.

### 3.3 *Methods*

*When teaching, emphasis shall be placed on:*

- motivating the course participants to, partly independently, partly in cooperation with others, engage in occupational health-related problems;
- establishing the exchange of experiences between the individual course participants;
- introducing the participants to a number of skills that can, in practice, support them so that they can use appropriate types of cooperation and communication techniques;
- making a connection between the contents and form of the course in relation to a workplace in the fishing industry and the participants' own situation and competences;
- the course participants taking an active part in the teaching rather than them learning passively;
- the inclusion of exercises in the use of acts, orders, guidelines, etc. on occupational health on board in connection with the solution of practical tasks.

In addition, emphasis shall be placed on the teaching providing the course participants with a basis for "acting" on the basis of knowledge sought about safety requirements and regulations rather than providing them with actual knowledge about, for example, chemical substances and materials, ergonomics, noise and vibrations, mental occupational health, etc.

## **4. Evaluation of course participants**

The requirements for the course participant's knowledge, understanding, attitudes and skills shall be in accordance with the framework mentioned in item 3.

The evaluation shall primarily place emphasis on principled, safety-related aspects and commitment. The evaluation shall be made in accordance with the provisions in force on the evaluation of the participants at the maritime training programmes issued by the Danish Maritime Authority.

The course participant shall be informed about the type of evaluation used and the criteria for having passed the course no later than at the start of the course.

## **5. Planning and documentation of the teaching**

Before holding an occupational health course, a teaching plan shall be drawn up that describes the specific course.

The plan shall, as a minimum, contain the following:

- An indication of the language used for oral communication and in the written material, respectively, which is handed out to the course participants.
- A timetable for the completion of the lessons/modules as well as their goal and contents.

- A description of the teaching form used.
- A description of how to use teaching material.
- An indication of the use of guest teachers, visits to ships, etc., if relevant.
- Type of evaluation and passing criteria.

## Certificate

Virksomhedens/institutionens navn <i>Name of company/institution</i>	
BEVIS <i>Certificate</i> FOR UDDANNELSE I <i>of training in</i> ARBEJDSMILJØ (§ 8 KURSUS) <i>Safety and Health (Section 8 course)</i>	
Det attesteres herved, at <i>This is to certify that</i>	_____
CPR-nr. <i>Personal ID</i>	_____
på datoen <i>on the date</i>	_____
med tilfredsstillende resultat har gennemført en af Søfartsstyrelsens godkendte uddannelser i arbejdsmiljø (§ 8 kursus): <i>satisfactorily has completed training in safety and health (section 8 course) approved by the Danish Maritime Authority.</i>	
Uddannelsen opfylder kravene i Søfartsstyrelsens bekendtgørelse om arbejdsmiljøkursus for medlemmer af sikkerhedsgruppen i fiskeskibe. <i>The training complies with the Danish Maritime Authority's requirements on safety activities on board fishing vessels.</i>	
Dette bevis er gyldigt indtil den <i>This certificate expires on</i>	
Efter bemyndigelse af Søfartsstyrelsen <i>As authorised by the Danish Maritime Authority</i>	
Sted og dato/ <i>Place and date</i>	
Stempel/ <i>Stamp</i>	