

# **Master**

## Purpose

The objective of the function of Master is to command the vessels and to supervise a safe navigation.

#### Vessel: Victory-G Length of rotation for employment: 6 weeks

# Place in the organization

The Master/Captain:

- HSE-meetings on board are under his supervision.
- Is accountable towards the Manager.
- Supervises the vessel's Personnel on board.
- Represents the vessels' Owner on board.

# Job description

The job description of the Master/Captain includes:

- Responsible for a safe navigation of the vessel.
- Guarding the general safety and health on board of the vessels.
- To comply with and to make sure that the laws, the mining regulations, the Company's Safety Management System, and the quality manual are observed by the vessels' Personnel.
- Coordinating and delegating activities on board.
- The management of certificates on board.
- Being the representative on behalf of the Company about the client.
- Implementing the quality system and the safety policy on board.
- The periodical evaluation of the Safety Management System and reportage to home base.
- The motivation and stimulation of the vessel's personnel.
- Informing and reporting accidents to home base.
- The consultation with the Personnel Manager regarding personnel matters.
- Filling in the Crew Appraisal Form According Manual 2 section SMP 06 and return them to the office using HSE Form. 33 "Crew Appraisal Form"
- Receiving complaints and informing the manager.
- Requests on behalf of purchasing goods or reparations.
- The entrance control of supplies and spare parts.
- Formulating the Crew list "immigration".
- Formulating the daily report.
- Formulating the report of the HSE-meetings.
- Keeping the vessel's journal up to date.
- Reviewing the companies SMS and report his findings to the Companies Head Office, this by using "Masters Quarterly SMS Review report".
- To carry out a Navigational audit every quarter by filling in HSE 37b "Navigational Audit checklist".
- The correct trimming of the vessel, to understand the layout and tank plan on board in conjunction with the Chief Engineer.



• To instruct the Chief Officer in basic captain's duties on board on a level that, in case of emergency, the Chief Officer can take over command of the vessel in a safe and responsible way.

#### **HSE Responsibilities**

The Master/Captain is responsible for:

- The execution of the assignment.
- Maintaining contact with home base.
- The safety and health on board about the Crew and executed activities.
- Supervising the observance of the laws, regulations, the Company's Safety Management System, and the quality manual.
- Ordering necessities for the Crew and the vessel.
- Informing and training new Crew Members on board.
- Handling a deviant product on board.
- The presence of a medicine chest and other essential parts on board.
- The presence of PPE material & equipment against pandemic diseases & prevention
- The maintenance on board.
- The management of the vessel's administration and SMS functioning
- Sending the HSE Manager / Designated Person a monthly proposal for the drill to be carried out in the coming month.

## Authorities

The Master/Captain is authorized to:

- Make decision about the Crew and vessel.
- Delegate activities.
- Have power of signing necessary for the execution of the function of Captain/Master.

#### Training and experience

Minimally the following training/experience is required for this function:

- Executive qualities and confidence regarding decisions that need to be taken.
- Navigation license for the vessel and the relevant sailing area.
- Good communication skills.
- Relevant work experience.
- Good command of the English, verbally and in writing.

#### General

The captain is obligated to:

- Become acquainted with the quality system and the Safety Management System.
- Maintain secrecy regarding company information.
- Make propositions regarding quality improvements and approve these propositions.

#### SALARY CAPTAIN

CA\$ 48,69 per hour