
	<p>HEALTH, SAFETY, ENVIRONMENT AND QUALITY MANAGEMENT SYSTEM</p> <p><b>6.01. MONITORING AND MEASUREMENT MANAGEMENT REVIEW PROCEDURES</b></p> <p>FLEET PROCEDURES MANUAL</p>	<p>Sect : 6.01 Page : 1 of 4 Date : 6-Aug-25 Rev : 10.1 Appr : BMM</p>
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## MONITORING & MEASUREMENT MANAGEMENT REVIEW PROCEDURES

### 1. SCOPE

This procedure covers the review of the integrated in the Company's, SMS to ensure its continuing suitability, adequacy and effectiveness.

### 2. CODES

ISM 12.2, 12.5, 5.1.5

### 3. RESPONSIBILITY AND AUTHORITY

#### 3.1. Chief Executive Officer

Is responsible for setting and ensuring that policies remain effective in meeting the Company's objectives.

#### 3.2. Marine Director<sup>1</sup>

Is responsible for the implementation of the SMS.

#### 3.3. HSEQ Manager

Is responsible for:


- Managing the review process,
- Setting Masters Review questions,
- Review of the Masters Review feedback,
- Maintaining review records,
- Review of deviations and accident/near miss reports,

#### 3.4. Master

Is responsible for the Masters Review of the SMS and reporting its deficiencies to the Company.

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<sup>1</sup> W 08 / 2024

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#### 4. REVIEW COMMITTEE

A review committee consisting of the [CEO](#), [Marine Director](#), [Fleet<sup>2</sup>](#) Manager, Ship Manager, Crewing Manager, HSEQ Manager and the DPA will formally review the SMS. A quorum will consist of at least three members and will include the [Marine Director<sup>3</sup>](#) or the HSEQ Manager, DPA, Technical Manager and Ship Managers.

Should the review committee members be unable to reach consensus on any recommended action, then the [Marine Director<sup>4</sup>](#) will make a ruling.

#### 5. MANAGEMENT REVIEW

5.1. The Management review committee shall formally review and complete a report annually on the current performance and improvement opportunities related to:

- a. Results of audits.
- b. Customer feedback including complaints.
- c. Service, process and environmental performance.
- d. Analysis of accidents and near misses.
- e. Analysis of deviation and environmental incidents.
- f. Status of corrective and preventive actions.
- g. Changing circumstances, including evaluation of compliance with legal and other requirements.
- h. The extent to which environmental objectives and targets have been met.


5.2. And shall

- a. Assess the suitability, adequacy and effectiveness of the SMS in meeting Company objectives.
- b. Assess resource needs.
- c. Identify any improvements.
- d. Review the monitoring tools and procedures.

<sup>2</sup> W 08 / 2024

<sup>3</sup> W 08 / 2024

<sup>4</sup> W 08 / 2024

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## **6. REVIEW OF AUDIT RESULTS**

Following an audit, the audit report is circulated to Management and relevant Department Heads for review. Any concerns and improvements are identified and acted upon.

## **7. STATUS OF NON-CONFORMITIES, ACCIDENTS AND NEAR MISSES**

The close out status of deviation, accident and near miss reports is reviewed, summarised and regularly reported to Management and the Ship Managers/Department Heads.

## **8. MASTERS REVIEW**

- 8.1. A Masters Review of the SMS will be conducted at least once per annum. Form 5.1.6.1 to be used.
- 8.2. Masters are required to verify that specified requirements of the SMS are observed.
- 8.3. Masters will be required to report any defects observed while using the SMS system.