



## Teaching Guide

Teaching Guide				
Identifying Data				2023/24
Subject (*)	BRM & ISM & ISPS		Code	631G01376
Study programme	Grao en Náutica e Transporte Marítimo			
Descriptors				
Cycle	Period	Year	Type	Credits
Graduate	2nd four-month period	Third	Optional	6
Language	Spanish			
Teaching method	Face-to-face			
Prerequisites				
Department	Ciencias da Navegación e Enxeñaría Mariña			
Coordinador	Campa Portela, Rosa Mary de la	E-mail	rosa.mary.campa@udc.es	
Lecturers	Campa Portela, Rosa Mary de la Troya Calatayud, Jose Joaquin de	E-mail	rosa.mary.campa@udc.es joaquin.troya@udc.es	
Web				
General description	The objectives of the course are:  - Acquire the necessary knowledge for the correct application of the International Safety Management Code. - Likewise, the principles for teamwork and management of human resources on board will be studied in depth. - On the other hand, the contents necessary to obtain the Basic Training Certificate on ISPS Code will be discussed. - Finally, the basic principles for crowd and crisis management in passenger ships will be studied.			

## Study programme competences

Code	Study programme competences
B33	RA11H-Develop both individual and group work
B40	RA27H?Use of IMO Standard Phrases for maritime communications, and use of written and spoken English.
B45	RA38H?Applying leadership and teamwork qualities
B49	RA44H?Establishing on-call duty systems and procedures
B57	RA58H?Using leadership and management qualities
B79	RA80H?Observe safe working practices.
B80	RA81H?Contribute to effective communications on board the ship.
B81	RA82H?Contribute to good human relations on board the ship.
B82	RA83H?Understand and take the necessary measures to manage fatigue.
B93	RA96H?Contribute to increased maritime security by raising awareness.
B94	RA97H?Recognise protection threats.
B95	RA98H?Understand the need for and methods of maintaining awareness and vigilance in the area of protection.
B96	RA99H?Maintain the conditions set out in a ship security plan.
B97	RA100H?Recognise protection risks and threats.
B98	RA101H?Conduct regular security inspections of the ship.
B99	RA102H?Proper use of equipment and protective systems, if any.
B101	RA104H?Assisting passengers on their way to assembly and embarkation stations
B103	RA106H?Optimising the use of resources
C15	RA17X-Communicating effectively in a work environment.
C19	RA22X?Maintaining a safe navigational watch
C27	RA37X?Monitoring compliance with legislative requirements
C28	RA39X?Contributing to the safety of personnel and the vessel
C30	RA48X?Take action in case of navigational emergencies
C34	RA55X?Monitor and control compliance with legislative requirements and measures to ensure safety of life at sea, maritime security and protection of the marine environment.
C35	RA56X?Maintaining the safety and security of the ship, crew and passengers, and the proper functioning of life-saving, fire-fighting and other safety systems



C38	RA107X?Directing emergency intervention
C39	RA108X?Directing passengers and other staff members in emergency situations

Learning outcomes			
Learning outcomes		Study programme competences	
RA11H-Develop both individual and group work		B33	
RA27H- Use of IMO Standard Phrases for maritime communications, and use of written and spoken English.		B40	
RA38H-Applying leadership and teamwork qualities		B45	
RA44H-Establishing on-call duty systems and procedures		B49	
RA58H-Using leadership and management qualities		B57	
RA80H-Observe safe working practices		B79	
RA81H-Contribute to effective communications on board the ship		B80	
RA82H-Contribute to good human relations on board the ship		B81	
RA83H-Understand and take the necessary measures to manage fatigue.		B82	
RA96H-Contribute to increased maritime security by raising awareness.		B93	
RA97H-Recognise protection threats.		B94	
RA98H-Understand the need for and methods of maintaining awareness and vigilance in the area of protection		B95	
RA99H-Maintain the conditions set out in a ship security plan.		B96	
RA100H-Recognise protection risks and threats.		B97	
RA101H-Conduct regular security inspections of the ship.		B98	
RA102H-Proper use of equipment and protective systems, if any.		B99	
RA104H-Assisting passengers on their way to assembly and embarkation stations		B101	
RA106H-Optimising the use of resources		B103	
RA17X-Communicating effectively in a work environment.			C15
RA22X-Maintaining a safe navigational watch			C19
RA37X-Monitoring compliance with legislative requirements			C27
RA39X-Contributing to the safety of personnel and the vessel			C28
RA48X-Take action in case of navigational emergencies			C30
RA55X-Monitor and control compliance with legislative requirements and measures to ensure safety of life at sea, maritime security and protection of the marine environment.			C34
RA56X-Maintaining the safety and security of the ship, crew and passengers, and the proper functioning of life-saving, fire-fighting and other safety systems			C35
RA107X-Directing emergency intervention			C38
RA108X-Directing passengers and other staff members in emergency situations			C39

Contents	
Topic	Sub-topic
Introductory remarks	<p>Introduction to IMO and ILO.</p> <p>Safety and security prevention and protection. ISM Code and ISPS Code.</p> <p>Ship safety responsibilities.</p> <p>BTM and BRM</p>
ISM Code	<p>ISM Code: definition, structure, safety policy, ship-owner communication, captain responsibilities. Master authority and leadership.</p> <p>ISM Resources and personnel, human factors- human error. Team work, communication, cultural awareness.</p> <p>ISM Code: Preventive maintenance</p> <p>ISM Code: Procedures (operation, emergency, non-conformities, accident report and accident investigation). Work organization.</p> <p>ISM Code: Company verification and certification.</p>



BRM	<p>Introduction to on board resources management</p> <p>Human factor, human element and human error</p> <p>Work organization on board. Fatigue and stress management</p> <p>Communication techniques</p> <p>Teamwork</p> <p>Leadership</p> <p>Decision making</p> <p>Crisis and crowd management</p>
ISPS	<p>Introduction to maritime protection.</p> <p>Applicable regulations.</p> <p>Ship Security Plan (SSP).</p> <p>Detection of risks and threats for protection</p> <p>Carrying out inspections.</p> <p>Access control.</p> <p>Training, exercises and protection drills.</p> <p>Use of equipment and protection systems.</p>

Planning				
Methodologies / tests	Competencies	Ordinary class hours	Student?s personal work hours	Total hours
Collaborative learning	B33 B45 B49 B57 B79 B80 B81 B82 B101 B103 C15 C19 C27 C28 C30 C34 C35 C38 C39	24	48	72
Online forum	B45 B57 B81 B82 B101 B103 C28 C35 C38 C39	5	20	25
ICT practicals	B33 B40 B45 B49 B57 B79 B80 B81 B82 B93 B94 B95 B96 B97 B98 B99 B101 B103 C15 C19 C27 C28 C30 C34 C35 C38 C39	5	20	25
Mixed objective/subjective test	B33 B40 B45 B49 B57 B79 B80 B81 B82 B93 B94 B95 B96 B97 B98 B99 B101 B103 C15 C19 C27 C28 C30 C34 C35 C38 C39	3	0	3
Guest lecture / keynote speech	B45 B49 B57 B79 B80 B81 B82 B93 B94 B95 B96 B97 B98 B99 B101 B103 C19 C27 C28 C30 C34 C35 C38 C39	20	0	20
Personalized attention		5	0	5

(\*)The information in the planning table is for guidance only and does not take into account the heterogeneity of the students.



Methodologies	
Methodologies	Description
Collaborative learning	Guided teaching-learning procedures (overseen in person and/or using ICT methods) based on organisation of class into small groups in which students work together to solve tasks assigned by teacher, with aim of optimising their learning experience and that of other members of group.
Online forum	Informal discussion space for students to exchange ideas concerning specific problem or topic. Interaction takes place in online learning environment using asynchronous communication tools
ICT practicals	Practice-based learning method for theoretical subject content using ICT resources (demonstrations, simulations, etc.)
Mixed objective/subjective test	Mixed test consisting of essay-type and objective test questions. Essay section consists of open (extended answer) questions; objective test may contain multiple-choice, ordering and sequencing, short answer, binary, completion and/or multiple-matching questions.
Guest lecture / keynote speech	Oral presentation (using audiovisual material and student interaction) designed to transmit knowledge and encourage learning

Personalized attention	
Methodologies	Description
Online forum ICT practicals Collaborative learning	As per teachers' instructions and students' needs

Assessment			
Methodologies	Competencies	Description	Qualification
Online forum	B45 B57 B81 B82 B101 B103 C28 C35 C38 C39	For semestral assessment it will be necessary to carry out 80% of the activities proposed in this section.	5
ICT practicals	B33 B40 B45 B49 B57 B79 B80 B81 B82 B93 B94 B95 B96 B97 B98 B99 B101 B103 C15 C19 C27 C28 C30 C34 C35 C38 C39	For semestral assessment it will be necessary to carry out 80% of the activities proposed in this section.  For final assessment it will be necessary to carry out 100% of the activities proposed in this section, but they will not be part of the final mark.	10
Collaborative learning	B33 B45 B49 B57 B79 B80 B81 B82 B101 B103 C15 C19 C27 C28 C30 C34 C35 C38 C39	For semestral assessment it will be necessary to carry out 80% of the activities proposed in this section.	5
Mixed objective/subjective test	B33 B40 B45 B49 B57 B79 B80 B81 B82 B93 B94 B95 B96 B97 B98 B99 B101 B103 C15 C19 C27 C28 C30 C34 C35 C38 C39	Face-to-face test. Each part of the subject (ISM; BTM; ISPS) will be tested independently  It is essential to pass each of the tests to pass the subject (50% of the score assigned to each part).  The percentage of the note will be distributed correlatively to the weight of each part in the matter: ISM: 40% BTM: 40% ISPS: 20%  This section will be 100% of the mark for students without semestral assessment	80

Assessment comments
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Students with part-time enrollment and academic grant of attendance exemption, as established by the "NORMA QUE REGULA EL RÉGIMEN DE DEDICACIÓN AL ESTUDIO DE LOS ESTUDANTES DE GRADO Y MASTER EN LA UDC (Arts. 2.3; 3.b; 4.3 and 7.5 ) (05/04/2017) may take the mid-term exams, if any, without having to attend 80% of the face-to-face classes, as long as the professors are duly informed at the beginning of the course. Regardless of the foregoing, the professors may assign these students with different assignments/ problems throughout the course to be presented during tutorials, using the TEAMS system if appropriate in the teacher's opinion.

The fraudulent completion of exams or assessment activities, once confirmed, will result directly in a failing grade in the respective exam session: the student will be graded as "fail" (numerical grade of 0) in the corresponding academic year's exam session, whether the misconduct occurs in the first opportunity or the second. In this regard, their grade will be modified in the first opportunity's record, if necessary.

The assessment criteria reflected on table A-II/1 of the STCW Code, and also reflected in the Quality System, are taken into account to design and perform the assessment.

## Sources of information

<b>Basic</b>	<ul style="list-style-type: none"><li>- OMI (). Código internacional de gestión de la seguridad marítima.</li><li>- OMI (). Código internacional para la protección de los buques y las instalaciones portuarias.</li><li>- David B. Moskoff (Captain), Sean P. Tortora (2021). Study Guide for Bridge Resource Management. Red Penguin Books</li><li>- Swift, A. J; Bailey, T. J (2004). Bridge Team Management: A Practical Guide. Nautical Institute</li><li>- Nautical Institute (2005). Bridge Resource Management . Nautical Institute</li><li>- Marí Sagarra, Ricard.; Librán, Álvaro (2003). 1 LIBRO Seguridad pública en buques de pasaje. Polítext</li></ul>
<b>Complementary</b>	

## Recommendations

### Subjects that it is recommended to have taken before

### Subjects that are recommended to be taken simultaneously

### Subjects that continue the syllabus

### Other comments

(\*)The teaching guide is the document in which the URV publishes the information about all its courses. It is a public document and cannot be modified. Only in exceptional cases can it be revised by the competent agent or duly revised so that it is in line with current legislation.