

## Guidelines for training, drills and exercises

Each ship to which apply the International Code for the Security of Ships and of Port Facilities (ISPS Code), the Convention for the Safety of Life at Sea, as amended (SOLAS 74/88) and Regulation (EC) No 725/2004 of the European Parliament and of the Council shall ensure on-board training for shipboard personnel to have sufficient knowledge and ability to perform their assigned duties on all security levels. To ensure effective implementation of the ship security plan, drills shall be carried out. Ensuring effective co-ordination and implementation of ship security plans, exercises shall be ensured by the company security officer.

- (1) To ensure effective implementation of the ship security plan, drills should be conducted at least once every three months, taking account of the type of ship, changes in ship's personnel, port facilities visited and other circumstances.

In addition, in cases where more than 25 per cent of the ship's personnel have been changed, at any one time, with personnel that have not previously participated in any drill on that ship within the last 3 months, a drill should be conducted within one week of the change.

Taking account of the provisions established by section 13.4 part A of the ISPS Code, drills shall be carried out on board the ship according to different scenarios, and the drills should test individual elements listed in section 8.9 part B of the ISPS Code.

Relevant clauses from section 8.9:

- 1) B/8.9.1 - damage to, or destruction of, the ship or of a port facility, e.g. by explosive devices, arson, sabotage or vandalism;
  - 2) B/8.9.2 - hijacking or seizure of the ship or of persons on board
  - 3) B/8.9.3 - tampering with cargo, essential ship equipment or systems or ship's stores;
  - 4) B/8.9.4 - unauthorized access or use, including presence of stowaways;
  - 5) B/8.9.5 - smuggling weapons or equipment, including weapons of mass destruction;
  - 6) B/8.9.6 - use of the ship to carry those intending to cause a security incident and/or their equipment;
  - 7) B/8.9.7 - use of the ship itself as a weapon or as a means to cause damage or destruction;
  - 8) B/8.9.8 - attacks from seaward whilst at berth or at anchor; and
  - 9) B/8.9.9 - attacks whilst at sea.
- (2) Various types of exercises, which may include participation of company security officers, port facility security officers, representatives of relevant authorities and ship security officers, shall be carried out at least once each calendar year with no more than 18 months between the exercises.  
These exercises should test communications, co-ordination, resource availability, and response measures. These exercises may be:
    - 1) full-scale and live;
    - 2) table-top simulations or seminar; and
    - 3) combined with other exercises held, such as search, rescue or emergency response exercises.