

**Ship Security Officer Course Structure and Session Objectives**

**Day 1**

- 0900 – 1000 Introduction and Enrolment
- 1000 – 1100 **History of Maritime Security**  
Video 9/11, Video USS Coleman,
- 1100 – 1300 **Background to the international maritime security framework**  
Lecturer to go through PowerPoint and show them new Guide to maritime security and ISPS Code 2012, BMP 4  
  
After the session the candidate will be able to outline of the relevant international conventions, codes and recommendations relating to ship and port facility security including: SOLAS and the International Ship and Port Facility Security Code (ISPS Code) Current Legislation relevant to shipping,
- 1300 – 1400 Lunch
- 1400 – 1500 **Roles and responsibilities**  
Lecturer to go through PowerPoint  
  
After the session the candidate will have appreciation of respective roles and responsibilities of flag/port states, shipping companies, ships' personnel and port facilities personnel for detecting, assessing and responding to security threats or incidents affecting ships or port facilities designation of personnel in companies, on ships and in port facilities with specific roles and responsibilities for security arrangements. Ship identification number, automatic identification system ship security alert system continuous synopsis record. Roles and responsibilities of Contracting Governments, Designated Authorities and Recognised Security Organisations, Roles and responsibilities of, and the relationship and co-ordination between: the Company Security Officer; the Master, Ship Security Officer and other personnel on board ship; and the Port Facility Security Officer.
- 1500 – 1600 **Security levels as defined in the ISPS Code**  
Lecturer to go through PowerPoint  
  
After the session the candidate will have appreciation of Responsibility for determining appropriate level, Promulgation of information to companies, ships and port facilities, The meaning and consequential requirements of the different levels of security for ship and port operations, The interface between port and ship security procedures and arrangements, Liaison and communication between ports, companies and ships with respect to security. Action to be taken in the event of notification of a change in the level of security.

1600 – 1700

**DOS exercise**

Lecturer to instruct the students to complete the DOS exercise supplied in the handout.

After the session the candidate will have appreciation of security administration, including: International Ship Security certificate, Declaration of security, Responsibilities and functions of other security organisations, Instructor to advise students the requirements of Port state control and compliance measures, including information to be available aboard ship.

**Day 2**

- 0900 – 1000 **Ship Security Assessment (SSA)**  
Lecturer to go through PowerPoint  
After the session the candidate will have appreciation of the nature and purpose of the Ship Security Assessment (SSA) undertaken by the company.
- 1000 – 1100 **Ship Security Plan (SSP),**  
Lecturer to go through PowerPoint  
After the session the candidate will have appreciation of the nature and purpose of the Ship Security Plan (SSP), including: approval by the flag state, the elements that make up the plan, The types of measures and procedures appropriate at each level of security covering: access to the ship, restricted areas on the ship, handling of cargo, delivery of ship's stores handling unaccompanied baggage, monitoring the security of the ship, Maintaining the continuing effectiveness of security arrangements, procedures and equipment, including the preparation/introduction of amendments to the SSP
- 1100 – 1200 **Exercise - Ship Security Plan**  
Lecturer to instruct the students to complete the SSP Audit exercise supplied in the handout.  
After the session the candidate will have knowledge of implementation of a Ship Security Plan, including; control and monitoring of security activities, security aspects relating to the handling of cargo and the delivery of ship's stores and for the co-ordination of these aspects with other personnel and Port Facility security staff, communication and liaison with Port Facility Security Officer, mechanisms for controlling access to a ship, including pass systems, the operation of security/monitoring equipment and systems, including the testing, calibration and at-sea maintenance of such systems, the conduct of internal audits and proposing modifications to the security plan, inspections of the ship to ensure that appropriate security measures are implemented and maintained, maintenance of records and making necessary reports concerning: training; drills and exercises; security incidents; reports of breaches in security; and changes in security level

1200 – 1700

**Piracy, Search Techniques, X-rays**

(Including lunch between 1300 – 1400)

Recognising Suspicious Behaviour (video),

Recognising Proper Forms of Identification (video)

Search Techniques (video)

Identifying Explosives and Weapon (video),

Lecturer to show videos above

After the session the candidate will have appreciation of

Preventative measures, including, recognition and detection of weapons, dangerous substances and devices, prevention of weapons, dangerous substances and devices for use against persons, ships or port facilities from being carried on board the conduct of physical searches and non-intrusive inspections, implementation and co-ordination of searches, Risk, threat and vulnerability issues, including awareness of - techniques used to circumvent security measures characteristics and behavioural patterns of persons who may be likely to threaten security, on a non-discriminatory basis, Handling of sensitive security related information and security related communications.

**Day 3**

- 0900 – 1100 **Training and Drills, Audits and Training and drill Exercise (1hr)**  
Lecturer to go through PowerPoint  
After the session the candidate will have appreciation of the security implications associated with the general design and layout of the ship  
Knowledge of: requirements in the ISPS Code for drills and exercises emergency plans and procedures  
The importance of: pre-planning and undertaking drills of emergency procedures affecting the ship and/or port facility, taking account of the availability of resources and the types of security threat identified in the ISPS Code; the need for all personnel to be aware of and adhere to pre-planned emergency procedures as carefully as possible in the event of an emergency situation; establishing and maintaining effective communications during emergency situations.
- 1100 – 1300 CSR and CSR exercise  
Lecturer to instruct the students to complete the CSR exercise supplied in the handout.  
After the session the candidate will have knowledge of procedures for maintaining proper CSR on board and its implications
- 1400-1500 Crowd Control (Video)  
Instructor to show video  
Awareness of crowd management and control techniques.
- 1500 – 1600 Security Equipment  
Lecturer to go through PowerPoint  
After the session the candidate will have knowledge of the various types of security equipment and systems and their limitations. Knowledge of the procedures, instructions, and guidance on the use of ship security alert systems. Knowledge of the methods for testing, calibrating, and maintaining security systems and equipment, particularly whilst at sea.
- 1600 -1700 Quiz and Certificate Issue