

Introduction

As part of its compliance with the requirements of the Port Marine Safety Code (PMSC), Felixstowe Dock & Railway Company (FDRC) publishes the following Marine Safety Management Plan for the period 2016-2019.

This Marine Safety Management Plan encapsulates the key elements of the Safety Management System.

The aim of this plan is to provide detail on the management measures in place and to set measurable performance targets for the period covered.

Organisation

The position of '**Duty Holder**' under the Code is undertaken collectively by the Executive Board and individually by the Chief Operating Officer - S Abraham.

The position of '**Designated Person**' under the Code is filled by the Head of Health and Safety – E Scoggins.

The position of '**Harbour Master**' under the Code is titled '**Portmaster**' and filled by A Parker.

Policies

FDRC and Hutchison Port Holdings (HPH) have developed several policies in support of the management and regulation of marine operations which include, but are not limited to, the following:

- Marine Safety Policy
- Health and Safety Policy
- Environmental Policy

All policies are reviewed on a regular basis.

Marine Operations and Manuals

FDRC has a number of manuals, plans, guidelines and training procedures to assist in complying with PMSC recommendations.

- Marine Operations Manual
- Waste Management Plan
- Oil and Chemical Pollution and Recovery Contingency Plan
- Shipmasters Information Guide
- Dock Tower Work Instructions
- Mooring Operations and Training Manuals
- Trinity House Aids to Navigation Reporting Procedures
- Risk Assessments and Safe Systems of Work

Risk Control Measures

FDRC has a strong safety culture, which is maintained and reinforced by regular safety inspections, Risk Assessment reviews (both internally and externally) and regular training and exercises. The port complies with the Maritime and Coastguard Agency (MCA) requirements for an Annual Report on Exercises, Incidents and Training.

Key personnel are trained to MCA-approved 5P Oil Spill Response level, and competencies are maintained through regular exercises and refresher courses.

FDRC is a founder member of the Haven Oil Working Group (HOWG) and pledges to support the combined response of the group to oil spills within the Haven Area.

Consultation with external stakeholders

FDRC maintains close cohesion with external stakeholders, particularly with Harwich Haven Authority (HHA) which is the Statutory Authority with responsibility for pilotage services, traffic management and conservancy.

Communication is maintained through regular meetings including:

Liaison meetings with HHA and Svitzer Towing	Quarterly
Harbour Liaison	Annually
Haven Ports Pilotage Committee	3 times per year
Haven Ports Designated Person (DP) Meeting	Annually
Leisure Vessel Navigation	Twice per year
SE Area Harbour Master meetings	3 times per year
Representation on UK Major Ports Group (UKMPG);	
UK Harbour masters Association (UKHMA);	
International Harbourmasters Association (IHMA)	
Consultation is also conducted through the Felixstowe Port Users Association (FPUA)	

Audit and Review

FDRC's marine safety management system is reviewed systematically every three years by independent external audit. This was last conducted in February 2016 by Marico Marine.


Internal Safety audits are conducted annually in the intervening years.


The following management targets and objectives include the recommendations from the last external audit:

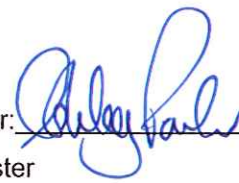
	Activity	Target	Date Due	Responsible
1	Marine Incidents	No major incidents, serious injuries or pollution	Ongoing	AP
2	Legislation	Clarify whether Port has powers to make General Directions, and consider whether to make them	Dec 2016	AP
3	Role of the Duty Holder	HHA CEO to give presentation to Board	Dec 2016	AP, NG
4	Internal Safety Audits	Conduct marine safety audits across all three ports (PFL,HIP,LTP) annually	July 2017	AP, NR,II
4	Marine Operations Manual	Review and present to stakeholders for consultation.	Dec 2016	AP
5	Oil & Chemical Pollution Recovery Plan	Review, consult and publish	Aug 2016	AP
6	Oil Spill Response	Maintain existing levels of Oil Spill Response by training and exercises.	Ongoing	AP
7	Waste Management Plan	Review, consult and publish	July 2016	AP
8	Dock Tower Work Instructions	Review	Dec 2016	AP
9	Marine Safety Management Plan	Develop and publish	July 2016	AP
10	Marine Incident Investigation	Findings and recommendations passed to DP within 10 days. Relevant Risk Assessments reviewed as a result		AP

11	Involvement in PEC monitoring	Make annual passages with PEC holders to monitor compliance	Annually	AP
12	Port Development	Portmaster will continue to provide marine advice and expertise on future port development	Ongoing	Ap
12	Enforcement Policy	Consider whether enforcement policy is desirable	Dec 2016	AP, ES
13	Statement of Compliance with PMSC	Renew by Aug 2017	Aug 2017	CC

Signature:

S Abraham: 
 Chief Operating Officer

E Scoggins: 
 Head of Health & Safety HPUK

A Parker: 
 Portmaster