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CHAPTER 36**CBRNDC AND SEA SAFETY TRAINING****SECTION 1 - CBRNDC TRAINING****3601. General**

Chemical, Biological, Radiological and Nuclear (CBRN) and Damage Control (including firefighting) (CBRNDC) is the responsibility of everyone, regardless of branch, rank or gender. All personnel at sea must have a full understanding of CBRNDC appropriate to their rank or rate, and more importantly, is in a position to use that knowledge correctly given little or no warning. It should never be forgotten that a state of war or period of tension does not need to exist for a large number of CBRNDC skills to be unexpectedly called into use.

- a. It is vital that CBRNDC training is afforded a high priority. A regular, logical and well planned training programme must be drawn up, agreed and firmly implemented if the Command is to retain confidence in the ability of the ships company to respond quickly and correctly in any situation, both at sea and in harbour.
- b. The aim of this Section is to:
 - (1) Provide information on the CBRNDC Policy and its training implications as they relate to BR 3 - Naval Personnel Management.
 - (2) List the wide ranging shore training facilities that are available to support the Fleet.
 - (3) Provide guidance on continuation training in ships.
 - (4) List the publications that can provide additional information for CBRNDC.
 - (5) Provide examples and guidance on CBRNDC Training Logs at [Annex 36C](#).
 - (6) Provide comprehensive CBRNDC Lecture Plans for use onboard at [Annex 36D](#).

3602. Stages of CBRN and Damage Control Training

The training of personnel in CBRNDC is a continual process throughout their careers. The stages are summarised as follows:

- a. Initial training.
- b. Pre joining training (PJT).
- c. On job training (OJT).
- d. Continuation training.

3603. Initial Training

Initial training of Royal Navy Officers and Ratings in CBRNDC is achieved as follows:

- a. **Ratings (GS)** - In Phase 1, 2 and 3 Training.
- b. **Ratings (SM)** - In Phase 1 and 2 Training and Phase 3 Submarine Training.
- c. **Officers (GS)** - In New Entry and Initial Sea Training.
- d. **Officers (SM)** - In New Entry and Phase 3 Submarine Training.

3604. Pre-Joining Training (PJT)

PJT is achieved as follows:

- a. All Officers and Ratings Prior to Training Appointment/First Sea Draft - Basic Sea Safety Course (BSSC)(valid for 4 years).
- b. All Officers and Ratings Prior to subsequent Sea Appointment/Draft, whose BSSC 4 year qualification has expired - Intermediate Sea Safety Course (ISSC)(valid for 4 years).
- c. Officers and Ratings in Specialist CBRN and Damage Control Roles - Adqual courses specified in the Scheme of Complement.

3605. On Job Training (OJT)

OJT of Royal Navy Officers and Ratings in CBRNDC is achieved as follows:

- a. **Ratings (GS)**. AB-LR CBRN and Damage Control (CBRNDC) Task Book.
- b. **Officers (GS)**. Young Officers CBRNDC Task Book.

3606. Able Rate to Leading Rate CBRN and Damage Control (CBRNDC) Task Book

The applicability of the AB to LR CBRNDC Task Book as a requirement for advancement is detailed in BR 3 - Naval Personnel Management. To ensure that progress is made and the required standards are achieved Departmental Training Coordinators and Divisional Officers are to closely monitor the progress of ratings issued with CBRNDC Task Books. Task Books are to be checked monthly and both Annex A and Annex B annotated accordingly. Ratings should be aware of the CBRNDC requirements for promotion and should be encouraged to take care of their Task Books. If they misplace their Task Book and there is no other record of the tasks completed, they will be required to start again. Task Books are issued by the Training Coordinators in ships to meet the individual branch training requirements. Considerations such as concurrent branch training, time remaining onboard and the operational programme must be taken into account. Issue of the Task Book upon first joining a ship should be avoided if possible, as ratings cannot be expected to have all the experience required to successfully undertake the tasks at this early stage. The Task Book is produced by MWS Phoenix TG and is available for download on the MWS Phoenix website.

3607. CBRNDCQ On Job Training (OJT)

a. In order to progress from TPS (on completion of CBRNDC 35 Course) to OPS, a period of OJT is required to provide assurance to Command that the CBRNDCQ has been fully integrated into the wholship CBRNDC training organisation and that the CBRNDCQ has undergone a minimum level of platform-specific familiarisation. Careful consideration by the XO and WSQ is to be given to how a newly qualified CBRNDCQ is utilised onboard prior to their OPS endorsement.

b. **To Reach OPS.** A newly qualified CBRNDCQ (Q) or a Q joining a new unit, must complete the following training in order to achieve OPS:

- (1) Double bank 3 in number CBRNDC exercises (to include SSEP and HFEP exercises).
- (2) Plan, conduct and evaluate SSEP or HOD covered HFEP exercise as the lead CBRNDCQ.
- (3) Plan, conduct, participate and evaluate a whole-ship exercise as a CBRNDCQ.
- (4) Participate in whole-ship CBRNDC circuit training.
- (5) Carry out GSR testing using ARTS.
- (6) Participate in CBRN circuit training.

c. **To Remain OPS.** To remain at OPS and to prevent skill-fade, CBRNDCQs must continue to be active members of their ship's CBRNDC training organisation. This must include, but is not limited to:

- (1) Twice per term plan, conduct and evaluate a SSEP exercise or HOD covered HFEP exercise as CBRNDCQ.
- (2) Twice a year plan, conduct and evaluate a whole ship CBRNDC exercise as lead CBRNDCQ.
- (3) Attend CBRNDC Planning Meetings.
- (4) At least once per year carry out GSR testing using ARTS.

d. **Recording OJT Progress and OPS Status**

- (1) The tables contained in [Annex 36K](#) are to be used to record progress towards completion of OJT for OPS and to carry out an annual review of OPS. Once completed, these are to be filed in Part 2 of the CBRNDC Training and Material Assessment Log.

(2) The decision to remove OPS status from a CBRNDCQ is at the discretion of the CBRNDCO (if borne) and the Executive Officer (XO). Any CBRNDCQ whose OPS status is removed, for any reason, should repeat the OJT as detailed in Paras 1-3.

(3) OPS Status is to be removed upon change of assignment. This will ensure that the correct procedure and OJT are carried out on joining a new platform, at which point OPS can again be awarded once the OJT is successfully completed.

e. **Exemption.** To reach and remain at OPS the Q will have to be a member of a Ship's Company on a sea going ship. Where CBRNDC 35 qualified personnel are fulfilling a 'Q role' but not serving on a sea going ship, eg in organisations such as FOST and MWS Phoenix, the internal staff training and assurance processes will mitigate the inability to complete the OJT in its entirety and should be used as evidence to enable OPS to be recorded and kept in the unit training log. These personnel will, on joining a ship, be required to carry out the OJT as stated above.

f. **Annual Review.** The following activities are the minimum to remain OPS:

(1) Twice per term plan, conduct and evaluate in a SSEP exercise or HOD covered HFEP exercise as CBRNDCQ.

(2) Twice a year plan, conduct, participate and evaluate a whole ship CBRNDC exercise as lead CBRNDCQ.

(3) Attend CBRNDC Planning Meetings.

(4) At least once per year carry out GSR testing using ARTS.

SECTION 2 - CONTINUATION TRAINING

3608. Continuation Training

Continuation CBRN and Damage Control training is achieved as follows:

a. Internal ship training, such as duty watch lectures, duty watch exercises and whole-ship exercises.

b. Ship Team Training at shore facilities (see [Annex 36A](#)).

c. Ship Operational Sea Training (see BRd 9275(1) Chapter 17).

3609. Operational Sea Training

FOST is the authority responsible for all aspects of operational sea training for all Fleet units. SARC and Continuation Training, under the direction of FOST, provide the focus to develop individual, team and whole ship skills in CBRNDC. Prior to OST however, ships are expected to complete the comprehensive, structured programme of training laid down in BRd 9275 Volume 1 - Operational Sea Training Guide (OSTG).

This stage may be conducted using internal resources within individual units or by visiting outside authorities. Stages are closely aligned to BRd 9274 - Maintenance of Operational Capability (Surface Ships, Submarines and RFA) requirements and their completion plays an important part in gradual progression of ability, as well as providing for the continued exposure to often little used skills.

3610. Staff Covered Weapon Training (SCWT)

Whilst formal OST packages are pre-designated, there is scope for units conducting Staff Covered Weapon Training (SCWT) to request cover for specific exercises. Bids are programmed through the FOST planning cell and cover will be dependant on Staff loading.

3611. FOST (MPV)

a. Based at HMNB Clyde, FOST (MPV) provides Operational Sea Training (OST) for all Minewarfare and Patrol Vessels (MM/PPs). This training normally takes place in the West Coast of Scotland exercise areas. The Gibraltar and Falkland Islands Patrol Vessels receive OST in their respective areas.

b. Guidance for MM/PPs undergoing 'work up' is contained in BRd 9275 Volume 2 - Operational Sea Training Guide (OSTG(MPV)). Additionally, BRd 9274(MW Supplement) - Maintenance of Operational Capability (Surface Ships) (UK Mine Countermeasures Exercise and Training Instructions (MXTIs)) is provided to supplement BRd 9274 Chapter 3 Section 4 to provide the necessary instructions for all MCM authorities and Commanding Officers involved in the planning and execution of UK MCM Training and Training Exercises.

3612. Aims and Objectives of CBRN and Damage Control Training Exercises

The aims and objectives of CBRN and Damage Control training serials are detailed below. They do not cover HAT (CBRNDC) (see [Chapter 35](#) for details), FOST Staff Sea Checks or Circuit Training as these areas are ordered separately and detailed in other documentation. Table Top Tactics (TTT) discussions are similarly not covered, as specific serials should be planned and requested as part of an overall training package. When planning and requesting a CBRN and Damage Control training programme, permutations of Circuit Training, TTTs and practical exercises need to be carefully considered. When using outside authorities, early discussion is essential to ensure that a structured and balanced programme is produced, which best fits the needs of the ship.

3613. Exercise Designators

a. For ease of use, training is split into 3 areas. Exercise designators are to be used when planning or requesting CBRN and Damage Control training:

- (1) **Peacetime Harbour (HF)**(see [Annex 36F](#)).
- (2) **Peacetime Sea (F)** (see [Annex 36G](#)).
- (3) **Wartime Sea (DX, CBRNX or CBRNDCX)**(see [Annex 36H](#)).

b. For Wartime sea serials the exercise identification is in 2 parts. The first number indicates the tactical setting and the second indicates the degree of difficulty.

3614. Submarines

The requirement for Damage Control continuation training is laid down in BRd 9468 - Fleet Administrative and General Orders (Submarines) Para 1403. In addition to the PJT requirement in accordance with the class Scheme of Complement, all personnel are to attend the mandated training as part of a properly constituted Duty Watch team.

3615. Submarine Sea Training

The periodicity and requirements for all submarine sea training are laid down in BRd 9275(3) - Operational Sea Training Guide (Submarines) (OSTG(SM)).

SECTION 3 - RN AND RFA SEA SAFETY TRAINING (SST) REQUIREMENTS

3616. Background

- a. ACNS(Spt), ACNS(A&C) and ACOS(AfSup) are the nominated Operating Duty Holders (ODHs) for Surface Ships and Submarines as part of the Navy Command Duty Holder construct. The ODH is responsible for ensuring that MOD managed ships are manned and operated by a requisite number of suitably qualified and experienced personnel. In order to fulfil this responsibility it is **MANDATORY** for all personnel embarking in (ie going to sea in), RN and RFA ships are to be in date for the appropriate Sea Safety Training (SST).
- b. Mandatory training is role dependant and is categorised broadly on the function of the embarked personnel. Personnel are normally required to be in date for the Basic or Intermediate Sea Safety Courses (BSSC/ISSC) however for some embarked personnel the mandatory requirement is to be in date for the 2 day Embarked Forces Sea Safety Course (EFSSC), which includes first aid firefighting, escape from a smoke filled environment, first aid damage control, ship's Chemical, Biological, Radiological, Nuclear and Damage Control (CBRNDC) organisation and sea survival.
- c. Service and civilian personnel visiting RN and RFA vessels are not required to undertake mandatory shore training; however as these personnel are exposed to the numerous hazards present onboard they are required to undertake onboard training following embarkation. The aim of this section is to promulgate mandatory shore training requirements and also to detail the onboard training required by service and civilian personnel embarked in HM Ships and RFAs (see [Note](#)). This SST policy includes:



Note. When a ship is alongside all non-Ship's Company are categorised as visitors (iaw BRd 9467 Para 0604) and are required to receive the safety brief at BRd 9467 Para 0605 only.

- (1) A description of the onboard training requirement for such personnel.
- (2) Categorises all personnel by the role they can be expected to play in a unit's CBRNDC organisation.
- (3) Defines the responsibilities of personnel involved in delivering individual and collective SST. This policy does not apply to the Submarine Flotilla.

3617. Categories of Personnel

Since 1 Aug 2012, all personnel proceeding to sea in a RN or RFA unit fall into one of the following categories:

- a. **Category 1 (Ship's Companies)(see [Note](#)).** This category covers personnel assigned to a complement position in a seagoing unit, where they would reasonably be expected to form part of the Standing Sea Emergency Party (SSEP) or the Harbour Fire and Emergency Party (HFEP) (Duty watch in RFA). Personnel in this category will normally be assigned to a post where the Unit Establishment List (UEL) requires the ISSC/BSSC competency (in some cases persons in nominated seagoing billets ashore will be in this category).



Note. This category includes ASRM and ship's permanent flights (see [Annex 36E](#) and [Para 3627](#) for further details).

- (1) **Training Requirements:** All Cat 1 personnel are to undertake a Basic Sea Safety Course (BSSC) (valid for 4 years) no more than 6 months before proceeding to sea for the first time.

- (2) Re-qualification is via an Intermediate Sea Safety Course (ISSC) every 4 years for RN and 6 years for RFA (the RFA revalidation period is longer to reflect a more continuous seagoing career and may be amended to reflect changes in legislation). Courses are to be booked by Career Manager (Appointers in RFA)/ Career Management Cell (CMC). Additionally, all Cat 1 personnel must receive a platform specific Sea Safety Brief (SSB) on joining a seagoing unit however this SSB does not absolve the requirement for an individual to conduct CBRNDC elements of task book training where applicable.

b. **Category 2 (Personnel Attached to the Ship's Company)**

- (1) This category covers Service personnel that are assigned to a maritime platform as an Embarked Military Force or other body temporarily assigned to the platform (this category may also be applicable to some Civilian personnel embedded within staff organisations, eg Maritime Battle Staff). These personnel will not be required to contribute towards the Damage Control and Firefighting (DC&FF) organisation, but may be called upon to assist if an emergency occurs and will be trained to conduct first aid actions to protect themselves and the platform in an emergency.

- (2) **Training Requirements.** Embarked Forces Sea Safety Course (EFSSC) valid for 4 years. Courses are to be booked by Parent Unit via the RN Course Booking Cell. Additionally, all Cat 2 personnel must receive a platform specific SSB on joining a seagoing unit.

- c. **Category 3 (All Other Personnel).** Category 3 personnel have no requirement to conduct shore based pre-embarkation training however should receive onboard training according to the following conditions:

(1) **Service¹ and Civilian Personnel on Duty (aka Special Personnel²).** These personnel include those who will be **transported to an area of operations to conduct military tasking** and also those Service, MOD civilian and other civilian personnel required to embark for short periods specifically to deliver **support to maritime activities**. These persons, referred to in BRd 9467 as 'special personnel', will have no liability to contribute towards the DC&FF organisation however Service Personnel in this category may be used in extremis to accomplish simple tasks in support of whole ship reactions to an incident that otherwise would challenge the Ships Company and Embarked Military Force³.

(2) **Civilian Passengers.** These personnel are those that are not serving members of the UK Armed Forces⁴ (or RFA) and are not employed when onboard. Under no circumstances are they to be used to contribute to DC&FF activities.

(3) **Cat 3 Training Requirement:** For each occasion of embarkation the ship being visited shall provide an initial Sea Safety Brief (SSB) within 4 hours of embarkation, which is to follow the format of the SOLAS⁵ minimum requirement at [Para 3626](#). For Service and Civilian Personnel on Duty this is to be followed by a Comprehensive Sea Safety Brief (CSSB) within 48 hours of embarkation to ensure knowledge of safe abandonment and first aid actions in the event of a discovery of an incident; this is not required if the embarkation period is less than 48 hours. Details of the minimum content of the CSSB can be found at [Para 3626](#)⁶.

d. Training categories are summarised in the table at [Annex 36E](#). Specific SST requirements for Aviation Units can be found at [Para 3627](#). Units unsure of their liability or category should contact NAVY SSM-SS E CBRNDC SO2 for guidance.

3618. Responsibilities of RN and RFA Units and Career Managers

The following personnel have responsibilities for maintaining individual and collective SST in RN and RFA ships:

a. **The Executive Officer (XO).** As the head of the CBRNDC training organisation, the XO is responsible to the CO for ensuring that all personnel and new joiners are in date for SST and that only suitably qualified personnel are allowed to proceed to sea.

1. This includes members of the Reserve Forces who are conducting authorised individual training or who are mobilised.

2. BRd 9467 - Fleet Administrative and General Orders.

3. The employment of CAT 3 Service Personnel in extremis recognises the generic skills possessed by all service persons. Due care should be given to not exposing these personnel to excessive risk, particularly in the unfamiliar confines of a ship. Close supervision by a member of the Ship's Company should be an immediate consideration.

4. Civilians who are also members of the Reserve Forces fall into this category unless they are on authorised individual training or mobilised.

5. Safety of Life at Sea - Statutory Instrument 1999 2722 Art 5 (8) (b) & (c) and Art 9 (5) (a), (b) & (c).

6. By exception, some Military and Civilian Personnel (eg MCTA) that are expected to frequently attend RN and RFA vessels for short periods may be provided with an annual comprehensive SSB to be delivered in accordance with [Para 3625](#). Pre-embarkation briefs will only be authorised with the prior agreement of NAVY SSM-SS OSG SO2.

- (1) For RN units BSSC/ISSC qualifications are recorded in the Master CBRNDC Training and Material Assessment Log, Volume 1, Part 2, which as a monthly book will ensure close scrutiny of training status.
 - (2) The XO is responsible for delivering the SSB over the Main Broadcast or any other suitable method in accordance with the relevant SOLAS requirement to Category 3 personnel.
 - (3) For RFA units this information will be captured on Magellan and the LSO must notify the XO of non-compliance.
- b. **The Executive Warrant Officer (EWO) (RN Only).** The EWO, as the whole ship POC for personnel training, is to pass the ship requirement to the Course Booking Cell, primarily via the Separated Service Planning Tool (SSPT) supported by e-mail as required.
- c. **Whole Ship CBRNDC Qualified Personnel (WSQ).** The WSQ is to deliver a robust system of monitoring BSSC/ISSC qualifications of personnel onboard, informing the EWO in plenty of time (at least 12 months in advance) of any requirement for personnel to re-qualify; paying particular attention to periods when the ships programme will have a severe impact on training opportunities (eg deployments). In the RFA, the LSO is to ensure that Magellan records correctly record the qualification. Training will be provided between appointments.
- d. **Chief Bosun's Mate (CBM).** The CBM is responsible for coordinating the delivery of the CSSB in accordance with the guidance at [Para 3626](#); this shall include delivery of the sea safety aspects either in person or by a suitably qualified member of the seamanship department and DC&FF aspects by a CBRNDCQ.
- e. **Divisional Officers.** It is a Divisional Officer's responsibility to check JPA (prior to the joining interview) to ascertain future SST re-qualifying dates. Timely notification will allow the WSQ/EWO to ensure training is booked prior to the current training LIFEX date. Divisional Officers are to ensure that an individual attending a SST course has read and understood the joining instructions. In the RFA, the Line Manager is to ensure that any SST requirement is recorded in an individual's RFA 18.
- f. **Individuals.** Sea Safety Training (SST) certification is no longer issued to RN personnel on completion of SST. It is an individual's responsibility to check JPA to ensure the correct SST competency is recorded after the successful completion of a course; allow 10 working days for the competency to be recorded on JPA. If JPA has not been updated to reflect your correct competence, after this period, contact MWS Facilitation (93825 2643) with full details of course(s) attended. Course certification will continue to be issued to RFA personnel; this will allow the LSO to check that Magellan is correct.
- g. **Career Managers.** Career Managers (Appointer for RFA) are responsible for ensuring that all Category 1 personnel are in date for SST prior to assigning them to a seagoing unit. Career Managers are also responsible for identifying an individual's training requirement and booking the relevant SST, allowing sufficient time for an Officer or Rating to complete that course prior to joining a Unit.

3619. Course Booking

- a. To reduce double bookings, and to avoid confusion, only the WSQ or the EWO are to book SST courses on behalf of seagoing RN units.
- b. All other units requiring training places are able to book courses through the Course Booking Cell (93825 4085).
- c. It is advised that individuals attend courses at least 1 month prior to going to sea to account for possible course failures.
- d. The RFA will be allocated 5 places per week to attend ISSC, if however these places are not booked then they will be made available to the RN, 3 working weeks prior to the course start date.
- e. The Training Plan is produced by MWS Integrated Training Support HMS COLLINGWOOD as a result of the SOTR/SOTT process and course dates entered into JPA up to 18 months in advance. Career and Course Managers will then assign individuals to courses which will trigger a JPA notification in an individual's workflow which details the course and the joining instructions DIN (the joining instructions DIN for personnel attending Maritime Warfare School Courses at the Phoenix Training Group is issued annually).
- f. All places for BSSC/ISSC/EFSSC are subject to prioritisation by NCHQ and any unit 'block booking' course places are required to confirm course attendance and names of attendees 2 weeks prior to course commencement. Unconfirmed course placements are liable to re-allocation to reduce the training burden. This does not affect individual named attendees confirmed by JPA.

3620. Cancellations

If there are valid reasons whereby an individual is unable to attend a SST course then the parent unit is to cancel that course booking through the Course Booking Cell ensuring that the individual is informed. Consideration should be given to the cost implications of not filling courses of a limited capacity and should only be cancelled if absolutely necessary and with the appropriate timeliness.

3621. Training Failures

Sea Safety Training contains activities that are arduous and/or stressful for some however failure to achieve all training objectives (other than where that objective is unachievable through circumstances beyond their or the school's control) will result in a course failure. The relevant training school will dictate whether a Return To Unit (RTU) is appropriate, or whether a student will continue on the course. In any case the course competence will not be awarded. Course failures (other than Medical) will have any existing JPA competency stopped on the date of failure and are not permitted to proceed to sea pending successful completion of the relevant sea safety course. As these courses are related to **MANDATORY** competencies, administrative action by the parent unit may be taken against the individual. Where the individual has been retained on course only those modules failed will need to be repeated.

3622. Exceptional Waivers for Sea Safety Training (SST)

Waivers for RN/RM/RFA SST will only be considered in exceptional circumstances. Force Generating Authorities (FGA), are authorised to conduct SQEP concession management on behalf of the Operating Duty Holder (ODH) for Sea Safety training.

3623. Application Process for SST Waivers

In the event that a serviceperson has to join a Unit without a Sea Safety competence, the process to be followed is:

a. Career Managers to request waiver from relevant FGA. Each request is to be submitted by e-mail in the format supported with the following information:

- (1) Name/Rank/Service Number/Role onboard.
- (2) Mandated/Essential competence(s) that will be deficient.
- (3) Robust explanation of the reason that the competency cannot be achieved.
- (4) Operational imperative driving the requirement to embark the individual whilst not fully trained.
- (5) Mitigation to cover the competence shortfall.
- (6) A plan for recovery action which must include an end date for the concession supported by a firm course booking date (course(s) must be completed at the earliest opportunity).

b. **Inform the Ship.** The CM is to inform the receiving Unit of the proposed SQEP shortfall (concurrent with request to FGA). If a unit has significant reservations about a particular SQEP shortfall these should be raised to the FGA at this point.

c. **FGA Decision.** The FGA will either:

- (1) Accept the risk and approve assignment of the individual (with appropriate caveats on their onboard employment).

OR

- (2) Not accept the risk and veto the assignment to enable ODH/CM to reassess the available assignment options.

d. **Unit Action on Receipt of New Joiner.** Units are to assess the impact of the competence shortfall and raise a PERREQ/OPDEF if required. If the programme or operational constraints prevent the training plan detailed in the AO from being achieved, then early application to extend the concession is to be made to the FGA. The CODH is responsible for managing this plan.

e. **Closure.** Positive closure of waiver is required. Units must notify the relevant FGA of the status of the waiver before, or on, the expiry date. The CODH can either request closure or an extension; however any request for extension must be accompanied by robust explanation, mitigation and recovery plan and must be made in good time to allow proper FGA consideration. The CODH must be aware that if waivers are allowed to expire, continuing operation of the ship will fall outside of the approved Design Envelope and considerations iaw JSP 430 must be made.

f. Where mandated sea safety shortfall occurs through unit action or where competence has expired by time, it is the CODH (or nominated representative) who is responsible for seeking the appropriate concession. In this instance, the CODH should contact the FGA and follow the process detailed above.

g. The waiver authorities by ship class for RN Surface Ships are contained in [Table 36-1](#).

Table 36-1. RN Surface Ships Waiver Authorities

CLASS	CONCESSION AUTHORITY	CONCESSION ADMINISTRATOR
QEC, T45, T23 (Portsmouth)	SSP FGA Capt SS	NAVY PORFLOT-SO E
MCM1, MCM2, P2000, OPV.	SSP FGA Capt MFP	NAVY PORFLOT-SO E
LPD, LPH, T23 (Devonport)	SSD FGA Capt SS	NAVY DEVFLOT-ASSUR COORD SO3
Survey/Ice Patrol and Oceanographic	SSD FGA Capt HM	NAVY DEVFLOT-ASSUR COORD SO3

3624. MWS Phoenix Training Group Training Programme

a. Individual joining instructions for BSSC/ISSC and EFSSC are not sent. Generic joining instructions are detailed in the latest Joining Instructions DIN referred to in individual JPA workflows.

b. There are limited facilities within MWS Phoenix TG for trainees to log-on to JPA, so to prevent delays to training; personnel are required to be in possession of a copy of their JPA workflow at course start.

c. For Naval Service personnel, a record of SST competency will be maintained on JPA.

3625. Sea Safety Training Requirements - Onboard Training Minimum Requirements

a. **Sea Safety Brief (SSB).** The following points are to be considered as the minimum SOLAS⁷ compliant SSB that should be conducted by Ship Staff (SS) for all Category 3 personnel. The training is to be delivered verbally within 4 hours of sailing, augmented with written instructions. These must be available to all embarked persons and displayed at their assembly or muster stations.

7. Safety of Life at Sea - Statutory Instrument 1999 2722 Art 5 (8) (b) & (c) and Art 9 (5) (a), (b) & (c).

b. In addition to these instructions, **Category 3 (Civilian Passengers)** are to be **escorted at all times** by a member of the ship's crew, who will have received an escort briefing from either the XO, CBM or nominated CBRNDCQ.

(1) **Written instructions are to include:**

- (a) Clear instructions in English to be followed in the event of an emergency.
- (b) Assembly or muster stations.
- (c) Essential actions to be taken in the event of an emergency.
- (d) How to don life jackets (dependant on type issued or available).
- (e) Emergency contact numbers.

(2) **Verbal training to include:**

- (a) Clear instructions to be followed in the event of an emergency.
- (b) Assembly or muster stations.
- (c) Essential actions to be taken in the event of an emergency.
- (d) How to don lifejackets (dependant on type issued or available).
- (e) Emergency contact numbers.

c. **Comprehensive Sea Safety Brief (CSSB).** The following bullets are to be considered as the minimum training that should be conducted by SS for all Category 3 personnel (Persons on Duty/FLAGOs Special Personnel) embarked to support, or be transported by, RN or RFA vessels when embarking for periods in excess of 48 hours. The training is to be conducted within 48 hours of embarkation and should be conducted by the CBM or a suitably qualified CBRNDCQ.

(1) **Sea Survival**

(a) **Ship Abandonment**

- Describe the route to exit the ship in an emergency.
- Identify useful items for ship abandonment (ie SART and EPIRB).
- Locate components of sea survival equipment.
- Demonstrate the actions to don a lifejacket.
- Demonstrate the actions to don a once only survival suit (where sufficient quantities are carried for passengers).

- Describe evacuation systems (as fitted).
- Explain the method for abandon ship.
- Using appropriate available visual aids, demonstrate immediate, secondary and subsequent actions upon entering a life raft after abandonment.
- Describe likely medical problems associated with abandonment.

(b) **Man Overboard**

- Describe the actions to take in the event of a witnessed Man Overboard.
- Show locations and types of markers and Perry buoys available for deployment.

(2) **Fire Prevention and First Aid Actions**

- (a) Describe the maintenance of fire hygiene particularly within messdecks.
- (b) Describe the actions required of the person finding a fire to include:
- Loud Vocal Alarm.
 - Communicating the emergency to the SCC/HQ1 or any other SS as soon as possible using telephone or other communication systems available.
 - Use of first aid FF equipment, where applicable and safe to do so.
 - Reporting to a member of SS to be escorted to SCC/HQ1.

(3) **Escape from a Smoke Filled Compartment**

- (a) Demonstrate the use of EEBD.
- (b) Understand the signage indicating safe escape routes

(4) **Damage Control**

- (a) **Prevention:** Describe the requirement for stowing for sea and understand the significance of DC markings and CBRNDC pipes.
- (b) **Response:** Understand the Brace Drill and do not open watertight compartments without seeking assistance from SS.
- (c) **Actions:**

- Loud Vocal Alarm.
- Communicating the emergency to the SCC/HQ1 or any other SS as soon as possible using telephone or other communication systems available.
- Identify extent of damage if safe to do so and close hatches/doors if necessary.
- Reporting to a member of SS to be escorted to SCC/HQ1.

3626. Sea Safety Training Requirements - Aviation Units

Due to the unique operational commitments of Aviation Units it has been necessary to provide specific guidance which is detailed below, although this does not override existing guidance for non-aviation units or individual assignments. Aviation Units that embark in RN/RFA vessels have been categorised depending on the level of sea safety training they require, the units and their relevant categories are detailed below:

- Category 1:** All personnel in SEA assignments as identified in JPA on the following NAS/Units - 814, 815, 820, 824, 825, 829, 845, 846, 847, 849, CHF HQ, MASF and Lightning Force.
- Category 2:** All personnel in SEA assignments (on RN units) or in designated LitM assignments as identified in JPA on the following NAS/units - 1710, LitM AH, ARF Wildcat, LitM CH47, NFSF(RW), CHF CSS and other Force HQs.
- Category 3 (Persons on Duty):** Personnel in SHORE assignments who would not normally be expected to embark from any of the above units but also the following NAS/units - for example (non-exhaustive list) 750, 727, 703, NFSF(FW) and HTUFT.

3627. Summary

- ODHs have a duty of care to ensure that all personnel embarking in RN and RFA Ships are trained to an appropriate level to undertake any duty that might reasonably be expected of them. All personnel embarking in RN or RFA surface vessels **MUST** have completed the appropriate SST.
- Career Managers (appointers for RFA) and Water Front Manning Offices are responsible for ensuring that Category 1 personnel attend the appropriate sea safety course prior to joining a seagoing unit.
- Parent Units (appointers for RFA) are responsible for ensuring that personnel, who are required to embark in RN or RFA vessels, attend the appropriate sea safety course prior to joining a seagoing unit.
- Given that course failures are not permitted to proceed to sea, robust forward planning by units and career managers is vital to ensure that personnel are qualified prior to embarkation and are able to re-qualify in a timely manner throughout their seagoing appointments.