

COGJO7

Contribute to emergency operations in jetty operations



Overview

You will be involved in activities such as:

- 1 Establish and agree normal and emergency communications
- 2 Report incidents, hazardous conditions and emergencies
- 3 Minimise incidents, hazardous conditions and emergencies
- 4 Ensure effective environmental protection is in place

During this work you must take account of the relevant operational requirements and safe working practices AS THEY APPLY TO YOU.

Previous Version:

Liquid Transfer & Storage National Occupational Standards – July 2005

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Performance criteria

- You must be able to:*
- P1 confirm the method of communication to be used for both normal and emergency use between ship and shore
 - P2 establish and test back-up communications procedures between ship and shore
 - P3 confirm signals to be used between ship and shore
 - P4 identify ship and shore key personnel
 - P5 confirm the location of key personnel
 - P6 follow ship and shore's emergency plans and procedures
 - P7 deal promptly and effectively with problems that are your responsibility, and report those that you cannot solve and/or are not your responsibility to the relevant person
 - P8 work safely in accordance with operational and environmental requirements
 - P9 verify the nature, location and scope of incident
 - P10 raise the appropriate alarms
 - P11 report the incident to the appropriate people in accordance with site reporting procedures
 - P12 complete all relevant documentation
 - P13 communicate all relevant information to the appropriate people
 - P14 follow appropriate procedures after the situation has been assessed
 - P15 take the correct actions, in accordance with procedures, to deal with the incident
 - P16 minimise the incident, hazard or emergency
 - P17 where appropriate, minimise waste and loss
 - P18 act promptly, either individually and/or with other people
 - P19 modify actions in response to changing conditions
 - P20 identify any product, material and/or equipment used in any part of your job role which could cause harm to the environment
 - P21 obtain and use the appropriate PPE
 - P22 obtain and follow prescribed procedures for dealing with any product, material and/or equipment which could cause harm to the environment
 - P23 ensure that you control the environmental hazards which you are responsible for
 - P24 report promptly any hazards which present high risks to the relevant personnel using the appropriate methods

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Knowledge and understanding

You need to know and understand:

- K1 how to confirm the method of communication to be used between ship and shore
- K2 how to establish back-up communication procedures between ship and shore
- K3 how to test back-up communication procedures between ship and shore
- K4 the signals that should be used between ship and shore
- K5 how to confirm the signals that will be used between ship and shore
- K6 how to identify and locate key personnel
- K7 how to confirm the location of key personnel
- K8 how to follow emergency plans and procedures as defined and agreed
- K9 how to verify the scope, nature and location of the incident
- K10 the range of incidents that may occur in your working environment
- K11 how to raise the alarm by the appropriate method
- K12 how to report the incident to the appropriate people in accordance with reporting procedures
- K13 the relevant information that should be communicated
- K14 the emergency procedures for the site
- K15 the plant layout in the working area
- K16 the potential hazards associated with the particular working area
- K17 the position of other relevant areas outside the site
- K18 the types of activity occurring, and possible hazards, in areas adjacent to site
- K19 your own responsibilities and duties and your duties under current environmental legislation
- K20 the reasons for use of safety equipment and devices and protective clothing
- K21 the procedures for obtaining medical assistance
- K22 the procedures for obtaining spillage response support
- K23 the safety roles of immediate supervisors, colleagues and safety representatives
- K24 the location and position of emergency exits, muster points and emergency equipment
- K25 the appropriate responses to fire and gas alarms on adjacent site
- K26 the range of incidents that may occur in your working environment.
- K27 how to assess the incident
- K28 how to access, interpret and implement site emergency plans, environmental procedures, and plant emergency procedures.
- K29 the correct procedures that need to be followed
- K30 how to access and use specified emergency equipment
- K31 the appropriate action to take and why should it be taken promptly
- K32 who are the appropriate/relevant personnel

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- K33 how to minimise the situation
- K34 when it is appropriate, and how to minimise waste and or loss
- K35 how to modify the action taken according to changing conditions
- K36 the information you need to provide to the appropriate people
- K37 the types of activity occurring, and possible hazards, in areas adjacent to the site
- K38 the reasons for use of safety equipment and devices and protective clothing
- K39 the procedures for obtaining medical assistance
- K40 the procedures for obtaining spillage response support
- K41 the safety roles of immediate supervisors, colleagues and safety representatives
- K42 the location and position of emergency exits, muster points and emergency equipment
- K43 the appropriate responses to fire and gas alarms on adjacent site
- K44 the potential hazards associated with work procedures and the safety precautions required
- K45 how to identify any product, material and/or equipment used in any part of your job role which could cause harm to the environment
- K46 how to obtain and use the appropriate PPE
- K47 how to obtain and follow prescribed procedures for dealing with any product, material and/or equipment which could cause harm to the environment
- K48 why it is important to check that the requirements are up to date for your job role.
- K49 your job role and what environmental hazards may occur in your job role.
- K50 how to control the environmental hazards that you are responsible for.
- K51 what environmental hazards present high risks.
- K52 the appropriate/relevant personnel and why is it important to report environmental hazards promptly
- K53 the relevant information that should be communicated
- K54 what environmental protection procedures are in place and where to obtain spillage response emergency support
- K55 the potential environmental hazards associated with the particular working area
- K56 the position of other relevant areas outside the site
- K57 the types of activity occurring, and possible environmental hazards, in areas adjacent to site
- K58 the potential environmental hazards (e.g. use of products hazardous to the environment, disposal of waste hazardous to the environment, emission of gases, vapours etc.)
- K59 your duties and responsibilities under current environmental legislation

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Additional Information

Scope/range related to performance criteria

- 1 Identify and confirm the location of key personnel
- 2 Ensure that emergency plans and procedures are defined and agreed to cover all of the following:
 - 2.1 Safety
 - 2.2 Fire
 - 2.3 occupational health
 - 2.4 pollution control
 - 2.5 vessel's breakout from berth
 - 2.6 security
 - 2.7 gas/toxic release
- 3 Verify the nature, location and scope of the incident. Incident to include the following:
 - 3.1 fire
 - 3.2 flood
 - 3.3 uncontrolled release/ spillage of product/s
 - 3.4 explosion
 - 3.5 hazardous vapours
 - 3.6 discovery of suspect package
 - 3.7 discovery of injured person
 - 3.8 accident involving person/equipment
 - 3.9 major services failure
 - 3.10 gas/toxic release
- 4 Raise the appropriate alarm by the appropriate method to include all of the following:
 - 4.1 mechanical/electrical means
 - 4.2 notifying someone else
 - 4.3 verbal
 - 4.4 audio, visual
- 5 Follow appropriate site emergency plans, environmental procedures, plant emergency procedures in the event of one of the following situations taking place:
 - 5.1 flood
 - 5.2 uncontrolled release/spillage of product/s
 - 5.3 explosion
 - 5.4 hazardous vapours
 - 5.5 discovery of suspect package
 - 5.6 discovery of injured person
 - 5.7 accident involving person/ equipment
 - 5.8 major services failure

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- 6 Identify products, materials and/or equipment that are hazardous to the environment. This may include:
 - 6.1 air contamination
 - 6.2 water contamination
 - 6.3 ground contamination

- 7 Follow prescribed procedures for dealing with products, materials, and/or equipment. To include prescribed procedures covering all of the following:
 - 8 up to date legal requirements
 - 9 Environmental Protection Act
 - 10 specific environmental procedures
 - 11 workplace instructions
 - 12 suppliers instructions
 - 13 manufacturer's instructions

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