

Contribute to emergency procedures in jetty operations

Overview

This standard covers the competences you need to contribute to emergency procedures in jetty operations in accordance with approved procedures and practices.

You will be required to demonstrate that you can:

- 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**.

The activity is likely to be undertaken by someone in petro-chemical work setting, including individuals working in refineries, chemical plants and tank storage.

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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
- 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

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- K38 the reasons for use of safety equipment and devices and protective clothing
- K39 the potential hazards associated with work procedures and the safety precautions required
- K40 how to identify any product, material and or equipment used in any part of your job role which could cause harm to the environment
- K41 how to obtain and use the appropriate PPE
- K42 how to obtain and follow prescribed procedures for dealing with any product, material and or equipment which could cause harm to the environment
- K43 why it is important to check that the requirements are up to date for your job role
- K44 your job role and what environmental hazards may occur in your job role
- K45 how to control the environmental hazards that you are responsible for.
- K46 what environmental hazards present high risks.
- K47 the appropriate/relevant personnel and why is it important to report environmental hazards promptly
- K48 the relevant information that should be communicated
- K49 what environmental protection procedures are in place and where to obtain spillage response emergency support
- K50 the potential environmental hazards associated with the particular working area
- K51 the position of other relevant areas outside the site
- K52 the types of activity occurring, and possible environmental hazards, in areas adjacent to site
- K53 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.)
- K54 your duties and responsibilities under current environmental legislation

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Scope/range

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

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- 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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