

Translation. Only the Danish document has legal validity.

Order no. 611 of 25 June 2009 issued by the Danish Maritime Authority

Order on training and certificate of proficiency as Ship Security Officer (SSO)

In pursuance of sections 18, 25 and 28 of Act no. 15 of 13 January 1997 on the manning of ships, as amended most recently by section 2 of Act no. 1462 of 22 December 2004, the following provisions are laid down:

Introduction

Section 1. According to regulation VI/5 of the STCW Convention, persons functioning as Ship Security Officers shall be qualified for this and hold a certificate of proficiency certifying this.

Subsection 2. A “Ship Security Officer” (abbreviated SSO) shall mean the person on board a ship who has been designated – together with the master of the ship – by the shipowner responsible for the ship’s operation as being responsible for the ship security plan, including the implementation and maintenance of the plan.

Subsection 3. In order for persons to acquire a certificate of proficiency as a Ship Security Officer, they shall be trained and qualified in accordance with the guidelines stipulated in this Order.

Purpose, objective and contents, etc. of the training programme

Section 2. The training programme shall qualify the participant to perform the functions of a Ship Security Officer in accordance with regulation VI/5 of the STCW Convention. The objective and contents, etc. of the training programme is evident from annex 1.

Providers of Ship Security Officer training programmes

Section 3. Providers of Ship Security Officer training programmes shall have been approved in accordance with the Danish Maritime Authority’s regulations on the approval and quality control, etc. of maritime training programmes.

Issue of certificate of competency as Ship Security Officer

Section 4. A provider of Ship Security Officer training programmes shall issue a training certificate to a person who has completed the training programme with a satisfactory result as documentation that the person has completed the Ship Security Officer training programme in accordance with regulation VI/5 of the STCW Convention.

Subsection 2. A provider of Ship Security Officer training programmes shall issue a certificate of proficiency as Ship Security Officer, as shown in annex 2, to a person who has completed the training programme with a satisfactory result and who has a general knowledge of shipping, including knowledge of the ship’s arrangement, manning and operation.

Subsection 3. The provider of the training programme shall record the issue of the training certificate. The record shall be kept for five years and contain sufficient information for the certificate to be re-issued.

Subsection 4. The provider of the training programme shall record the issue of a certificate of proficiency as Ship Security Officer and, immediately after the completion of each training programme, inform the Danish Maritime Authority about the civil registration number or date of birth and nationality as well as the full name of persons to whom a certificate has been issued.

Entry into force

Section 5. This Order shall enter into force on 1 July 2009.

Danish Maritime Authority / 25 June 2009

Sune Rahn / Kurt Skytte

Plan for training of Ship Security Officers

1. Purpose

That the participant, through active participation in the training programme, acquires skills so that the participant is able to perform the functions of a Ship Security Officer (SSO), as described in the International Ship and Port Facility Security Code (ISPS Code), section A/12.2.

2. Objective

After having completed the training programme, the participant shall meet the requirements for training as a Ship Security Officer in accordance with regulation VI/5 of the STCW Convention and be able to perform the functions of a Ship Security Officer.

This shall include the ability to:

- 2.1 maintain and monitor the implementation of a Ship Security Plan, including to have
 - a) knowledge about international maritime security policy as well as about the fields of responsibility of the authorities, shipowners and designated persons;
 - b) knowledge about the purpose and the elements constitution a Ship Security Plan, the associated procedures as well as about the updating of records;
 - c) knowledge about procedures to be used in connection with the implementation of a Ship Security Plan as well as reporting of security incidents;
 - d) knowledge about maritime security levels and associated measures and procedures on board the ship and in the area of the port facility;
 - e) knowledge about requirements and procedures for carrying out internal audits, security inspections on the spot, control and monitoring of security activities specified in the Ship Security Plan;
 - f) knowledge about requirements and procedures for the reporting of any deficiencies and nonconformities identified during internal audits, periodic reviews and security inspections to the Company Security Officer;
 - g) knowledge about methods and procedures for modifying the Ship Security Plan;
 - h) knowledge about security contingency plans and procedures for countering security threats or security breaches, including measures for maintaining critical ship functions concerning the ship/port interface; and
 - i) practical knowledge about maritime security expressions and definitions.
- 2.2 assess security risks, threats and vulnerability, including to have:
 - a) knowledge about risk assessments and assessment tools;
 - b) knowledge about documentation for a vulnerability assessment, including the Declaration of Security;
 - c) knowledge about techniques used to circumvent security measures;
 - d) knowledge about the possibilities of recognising persons posing a security risk on a non-discriminatory basis;
 - e) knowledge about the recognition of weapons, dangerous substances, etc. and awareness about the damages they may cause;
 - f) knowledge about techniques for managing and controlling crowds when relevant;
 - g) knowledge about the handling of sensible security information and security communication;
 - h) knowledge about the carrying out and coordination of searches on board; and
 - i) knowledge about methods of physical searches and non-intrusive inspections.

- 2.3 carry out regular inspections of the ship to ensure that suitable security measures have been taken and maintained, including to have:
 - a) knowledge about the requirements for designating and monitoring restricted areas;
 - b) knowledge about the control of access to the ship and to restricted areas on board the ship;
 - c) knowledge about methods for effective monitoring of deck areas and areas surrounding the ship;
 - d) knowledge about security aspects in connection with the handling of cargo and ship's stores with the other crew members and the relevant Port Facility Security Officers; and
 - e) knowledge about methods for controlling persons and their effects upon embarkation, during their stay on board and during disembarkation.
- 2.4 ensure that any security equipment and systems operate correctly and have been tested and calibrated. In this connection, the participant shall have:
 - a) knowledge about the various types of security equipment and systems and their limitations;
 - b) knowledge about the procedures, instructions and guidelines for using the Ship Security Alarm Systems; and
 - c) knowledge about methods for testing, calibrating and maintaining security systems and equipment, especially when at sea.
- 2.5 promote awareness and vigilance regarding security. In this connection, the participant shall have:
 - a) knowledge about training requirements, drills and tasks, cf. relevant Conventions and Codes;
 - b) knowledge about methods for promoting awareness and vigilance regarding ship security; and
 - c) knowledge about methods for assessing the effectiveness of drills and tasks.

Practical drills and tasks shall form part of the training.

The training objectives may, for example, be met by the training programme being arranged and carried out in accordance with IMO Model Course 3.19, "Ship Security Officer", alternatively IMO Model Course 3.20, "Company Security Officer", with addition of sub-objective 11.1.2, "Explains the requirement for enhancing security awareness and vigilance on board" from IMO Model Course 3.19.

3. Evaluation of participants

After the completion of the training programme, it shall be evaluated in the case of each individual participant whether the participant meets the purposes and objectives laid down for the training programme.

The evaluation shall be carried out in accordance with the provisions of the Danish Maritime Authority in force, cf. the Order on the carrying out of exams and tests and the evaluation of participants at the maritime training programme.

4. Qualifications

The participant shall have a general knowledge about shipping, including knowledge about the arrangement, manning and operation of ships.

5. Duration

The official duration of a Ship Security Officer training programme is two days.

6. References

- a) The International Convention for the Safety of Life at Sea (the SOLAS Convention) of 1974, chapters XI-1 and XI-2, as well as the underlying International Ship and Port Facility Security Code (the ISPS Code).
- b) The STCW Convention.
- c) IMO Model Courses 3.19, Ship Security Officer, and 3.20, Company Security Officer.
- d) The Order on the approval and quality control, etc. of maritime training programmes issued by the Danish Maritime Authority.
- e) The Order on the carrying out of tests and the evaluation of participants at the maritime training programmes issued by the Danish Maritime Authority.

7. Distance teaching

The training programme may be offered as distance teaching.

It shall be ensured and proven that the participants are evaluated individually.

8. Miscellaneous

The plan for the course on maritime security for ship officers and others, version 2.2 of 18 June 2008, shall be repealed.

Name of company/institution	Logo
Certificate of proficiency as Ship Security Officer	
<i>CERTIFICATE ISSUED UNDER THE PROVISIONS OF THE INTERNATIONAL CONVENTION ON STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING FOR SEAFARERS, 1978, AS AMENDED.</i>	
<i>This is to certify that</i>	
<i>ID No.</i>	
<i>has been found duly qualified in accordance with the provisions of regulation</i>	
VI/5	
<i>of the above Convention, as amended, as responsible for ship security.</i>	
<i>Date of birth of the holder of the certificate</i>	
<i>As authorized by the Danish Maritime Authority</i>	
_____	_____
<i>Place and date</i>	<i>Signature</i>
<i>Stamp</i>	