

MASTER'S SMS REVIEW REPORT- EXAMPLE

M/V: Vessel	Flag: Greek	Date: 14/01/2019
Period Covered in this SMS review: 18/11/2018 (embarkation date) – 01/01/2019	Class: DNV GL	Year Built: 2011

Key Items	Last Annual Survey: 20/3/2018	Last DD 02/04/2016	Next DD Due: 10/04/2021	Any Class Items due <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Last PSC Inspection dd: 01/12/2018	Place: Piraeus, Greece	Deficiencies found <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Vessel detained <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Effective Follow up : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Last Class Audit dd: 01/03/2018	Place: Amsterdam	Auditor : Name Surname	Findings: N/C: OBS:2 Due:01/06/2018	Open Now: Effective Follow up : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Last Internal Audit dd: 01/02/2018	Place: Cartagena,Spain	Auditor : DPA	Findings: N/C: 2 Due: 15/02/2018	Open Now: Effective Follow up : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Near Misses reported <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Any Accidents occurred <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Any pollution incidents occurred <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PSC detention during last 12 months <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Effective Follow up of all cases : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Shipboard management	Full Name	Nationality	Years with Company	Months Onboard
Master	Capt. George Kapetanios	Greek	3	2
Chief Officer	John Pushiro Jr	Pilipino	2	4
Chief Engineer	Kostas Mastronikos	Greek	4	4

	Review of SMS Outcome	Remarks
1.	Are personnel aware of and understand the Company policies?	Yes
2.	Are there any policies where you consider that improvements or changes should be made?	No. All policies are well understood and implemented on board
3.	Is the SMS easily and readily accessible to all relevant staff?	Yes
4.	Do the officers and crew have a relevant understanding of the procedures contained in SMS in relation to safety and their responsibilities onboard?	Partly. Familiarization training is required for low rank crew
5.	Are records, filing and checklists being completed as required?	Yes
6.	Any Owner and/or Charterer feedback or complaint?	No
7.	What is your opinion on the effectiveness of the training systems onboard (Drill Schedule, Video Tapes, Computer-Based Training, etc.)	Vessel does not have CBT program
8.	What areas of training would you consider that could be improved or made more beneficial?	Fire drills
9.	If you have participated in a Ship/Shore exercise during your service (state date), how useful, effective and valuable did you find it?	Not during this contract
10.	Is the Risk Assessment Library updated, relevant & valid & is Risk Assessment System working properly?	Yes

	Master's Feedback	Remarks
11.	Briefly summarize any significant findings or defects raised by any third party since last review such as Port State, Charterers, etc. and comment on steps taken to avoid recurrence.	No significant findings or defects raised during the reviewing period
12.	Briefly recap the accidents/serious incidents (pollution cases, PSC detentions, personal injuries, damage to the ship or its equipment) since last review (during your service) and if remedial action has been completed	Not applicable
13.	What general improvements do you consider could be made to the SMS? (size, structure, number of volumes, presentation, way of transmittal, control of latest/current edition, etc.)	It is recommended the forms to be provided in e format in order to be more easily workable and to avoid mistakes sourced by the bad graphic ability of some officers
14.	Please recommend any significant changes which you consider should be made in order to improve the effectiveness of the SMS and/or the safe and efficient running of your vessel and include the reasons for same. Please ensure that you list the revision number and chapter/section reference	Crew manual Chapter 3. Training and familiarization. A paragraph to be included regarding monthly familiarization program during safety meetings for low rank personnel. A period of half an hour to be used to explain low rank personnel basic sections of SMS
15.	Your Open Feedback	
	The on board training is based only in briefings prior-during and after drills. Training through CBT system considered to be more effective as crew members have additional visual and practical focal points to considered and to take as examples	

Brief Outline of Suggestions for improvement (attach any sheets if necessary)		
No	Reference	Brief Outline
1	Crew manual	Monthly familiarization program during safety meetings for low rank personnel. A period of half an hour to be used to explain low rank personnel basic sections of SMS
2	Training Booklets	Use of CBT system on board mainly for fire and abandon ship drills

Attached documents (if any, to make your proposals clear)	
No	Regarding

General Conclusion		Poor	Average	Good
1	Safety Awareness of officers and crew			✓
2	Level of understanding of the SMS by officers & crew		✓	
3	Support received from office in way of ISM implementation			✓
4	Execution/Performance of safety drills carried out			✓
5	Implementation of the documented SMS			✓

6	Impression of third parties inspecting the vessel			✓
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Date 14/01/2019	Master's Name Capt. George Kapetanios	Master's Signature 
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