

**SKILLS FRAMEWORK FOR SEA TRANSPORT
SKILLS MAP - HSSEQ SUPERINTENDENT**

Sector	Sea Transport		
Track	Shipping		
Sub-track	Ship Management		
Occupation	HSSEQ Superintendent		
Job Role	HSSEQ Superintendent		
Job Role Description	<p>The Health, Safety, Security, Environment and Quality (HSSEQ) Superintendent ensures that the highest standards of safety, health, quality, security and environment are met by vessels and personnel. He develops HSSEQ policies and assists in the implementation and upkeep of HSSEQ procedures. He is responsible for conducting HSSEQ compliance inspections on work processes, provides advice on instances of non-compliance or unsafe work practices, and develops HSSEQ manuals, emergency response plans and spill contingency plans for the organisation.</p> <p>He conducts risk assessments and risk management plans for assigned vessels, and, in the event of accidents or incidents, conducts incident investigations based on root cause analyses</p> <p>He possesses strong communication and analytical thinking skills to work with different stakeholders and consistently promotes a culture of continuous improvement.</p>		
Critical Work Functions, Key Tasks and Performance Expectations	Critical Work Functions	Key Tasks	Performance Expectations (For legislated / regulated occupations)
	Develop health, safety, security, environment and quality (HSSEQ) policies	Develop HSSEQ policies and procedures	In accordance to: <ul style="list-style-type: none"> • International Safety Management (ISM) code • International Ship and Port Facility Security (ISPS) code • International Maritime Organisation (IMO) regulations • Maritime Labour Convention
		Benchmark organisational HSSEQ policies against international standards to ensure polices are updated	
		Review training, educational programmes and materials for currency and effectiveness	
	Implement HSSEQ compliance policies	Develop risk management plans for work processes, work areas and vessels	
		Lead HSSEQ-related training for crew, shore staff and other relevant personnel	
		Liaise with external stakeholders ranging from crew agencies to suppliers on new safety or environmental initiatives	
		Develop and implement relevant HSSEQ initiatives to cultivate HSSEQ culture, habits and organisational norms	
		Conduct HSSEQ compliance inspections on work processes and provide advice on instances of non-compliance or unsafe work practices	
		Manage vessel audits according to relevant international standards	
Provide vessel managers, masters and/or deck officers with regular advice and feedback on risks to safety, environmental impact on operations and other HSSEQ matters			
Evaluate HSSEQ compliance policies and practices	Develop HSSEQ manuals, emergency response plans and spill contingency plans according to required regulations		
	Conduct regular emergency response drills and/or activities		
	Develop reports on overall HSSEQ performance, based on analyses on vessel and corporate audits and with reference to flag state inspection reports and conformity to international codes		
	Conduct incident investigations based on root cause analyses to resolve HSSEQ risks and hazards		
	Implement corrective and preventive measures based on root cause analyses to resolve HSSEQ risks and hazards		
	Ensure that vessels comply with reporting requirements for all HSSEQ matters, according to organisational guidelines regularity and procedures		
	Conduct risk assessments and risk management plans for assigned vessels, work processes, and work areas		
	Maintain oversight and compile all HSSEQ statistics and achievement of key performance indicators (KPI)		

		Review presentation materials to ensure accuracy of information		
		Evaluate methods to minimise vessel environmental impact and improve functionality of safety equipment		
Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Behavioural Safety Management	Level 5	Communication	Intermediate
	Change Management	Level 4	Teamwork	Intermediate
	Continuous Improvement Management	Level 4	Decision Making	Intermediate
	Cyber Security	Level 3	Sense Making	Advanced
	Maritime Emergency Response Management	Level 4	Interpersonal Skills	Advanced
	Environmental Management System Framework Development and Implementation	Level 4	Problem Solving	Intermediate
	Maritime Hazards Identification	Level 4	Resource Management	Intermediate
	Innovation	Level 4	Service Orientation	Intermediate
	Learning and Development	Level 4	Lifelong Learning	Intermediate
	Maritime Incident Management	Level 4	Leadership	Intermediate
	Maritime Safety Culture Management	Level 4	Developing People	Intermediate
	Maritime Safety Performance Management	Level 4	Global Mindset	Intermediate
	Maritime Safety Policy Development	Level 4	Computational Thinking	Intermediate
	Marine Survey Reporting	Level 4	Creative Thinking	Intermediate
	Project Management	Level 4	Managing Diversity	Intermediate
	Quality Systems	Level 3	Transdisciplinary Thinking	Intermediate
	Regulatory Compliance	Level 4	Digital Literacy	Intermediate
	Risk Compliance and Governance	Level 5	Virtual Collaboration	Intermediate
	Risk Control and Response Planning	Level 4		
Ship Safety Management Systems Audit	Level 4			
Ship Seaworthiness and Pollution Prevention	Level 3			
Ship Security	Level 3			
Stakeholder Management	Level 4			
Technology Integration	Level 3			
Programme Listing	For a list of Training Programmes available for the Sea Transport sector, please visit: www.skillsfuture.sg/skills-framework/sea-transport			

The information contained in this document serves as a guide.