



Dienststelle Schiffssicherheit BG Verkehr

ISM-Circular No.: 02/2011

- Subject:** Procedures for training, including instructions related to disabled person and person with reduced mobility
- Rule reference:**
- ISM Code 1.2.3, 6.3, 6.5, 7, 8
 - Article 14 Regulation (EU) No 1177/2010;
 - MSC /Circ. 735
- Remark:** This circular applies on **passenger ships** and needs to be carried on board of ships concerned.
- Date:** 29.04.2011

This circular informs shipowners, shipmanagers, designated persons and masters of German passenger ships about requirements of Regulation (EU) No 1177/2010 concerning procedures to be developed for disability related training and instructions, disability-assistance in general and disability-assistance in emergency situations.

Definitions (Article 3 Regulation (EU) No 1177/2010)

'Disabled person' or 'person with reduced mobility' means any person whose mobility when using transport is reduced as a result of any physical disability, intellectual disability or impairment, or any other cause of disability, or as a result of age, and whose situation needs appropriate attention and adaptation to their particular needs of the service made available to all passengers.

Training and Instructions of personnel concerning awareness, disability-assistance in general and disability-assistance in emergency situations.

Companies operating passenger ships have to develop appropriate procedures in accordance with Article 14 of Regulation (EU) No 1177/2010 for disability related personnel training. The procedures have to be implemented within the Safety Management Systems. When developing the required procedures, the following aspects have to be considered:

Training content and scope

- A.** Disability-**awareness** training, including instructions (Regulation 1177/2010, annex IV part A)

This includes:

- awareness of and appropriate responses to passengers with physical, sensory (hearing and visual), hidden or learning disabilities, including how to distinguish between the different abilities of persons whose mobility, orientation or communication may be reduced
- barriers faced by disabled persons and persons with reduced mobility, including people's attitude, environmental/physical and organisational barriers

- recognised assistance dogs, including the role and the needs of an assistance dog
- dealing with unexpected occurrences
- interpersonal skills and methods of communication with people with hearing impairments, visual impairments or speech impairments and people with a learning disability
- general knowledge of IMO guidelines relating to the Recommendation on the design and operation of passenger ships to respond to elderly and disabled persons' needs (MSC/Circ.735)

B. Disability-assistance training, including instructions (Regulation 1177/2010, annex IV part B)

This includes:

- how to help wheelchair users make transferring into and out of a wheelchair
- skills for providing assistance to disabled persons and persons with reduced mobility travelling with a recognised guide dog, including the role and the needs of those dogs
- techniques for escorting passengers with visual impairments and for the handling and carriage of recognised guide dogs
- an understanding of the types of equipment which can assist disabled persons and persons with reduced mobility and a knowledge of how to carefully handle such equipment
- the use of embarkation and disembarkation aids used and knowledge of the appropriate embarkation and disembarkation assistance procedures that safeguard the safety and dignity of disabled persons and persons with reduced mobility
- understanding of the need for reliable and professional assistance. Also awareness of the possibility of certain disabled persons and persons with reduced mobility feeling vulnerable during travel because of their dependence on the assistance provided
- a knowledge of first aid

C. Disability-assistance training, including instructions, for emergency situations (MSC/Circ. 735 para 19)

This includes:

- necessary assistance within the scope of emergency response planning
- methods for the evacuation of disabled persons and persons with reduced mobility

Personnel to be trained

1. Training and instructions according items A, B and C:

All crew members and other personnel, including those employed by any other contractors, providing direct assistance to disabled persons and persons with reduced mobility.

2. Training and instructions according items A and C:

All crew members and personnel who are otherwise responsible for the reservation and selling of tickets or embarkation and disembarkation, including those employed by any other contractors.

Training intervals and documentation

The company has to ensure that the above-mentioned training will be provided for all new personnel concerned and that the training will be repeated at appropriate intervals. Sufficient documentation has to be kept as documentary evidence for the provided training.

Action required:

Companies are requested to take note of and to implement this circular and Regulation (EU) 1177/2010 and to inform their masters.

Copies of the ISM Circular, the Regulation (EU) Nr. 1177/2010 and the MSC /Circ. 735 can be found at our website:

<http://www.bg-verkehr.de/service/downloads/ship-safety-division/ism/overview-ism-circulars-and-ism-info-mails>

Contact:

Dienststelle Schiffssicherheit

BG-Verkehr

Referat ISM/ILO

Telephone: 040 / 36 137-213

Telefax: 040 / 36 137-295

eMail: ism@bg-verkehr.de

www.dienststelle-schiffssicherheit.de