OneOcean LR

Manage

SHIP MANAGEMENT

Safety Management System (SMS)

Document Management

QHSE

Certificate Management

Transforming safety management

SMS – manage risk and accelerate operations

Keeping crew and vessels secure, safe and compliant is a top priority. But with regulations continuously changing, ensuring policies, documents and certifications are current across an entire fleet is a sizeable task. One that consumes a significant amount of time and resource.

Having an efficient safety management system (SMS) in place provides a solid foundation to deliver operational efficiencies across the business and creates a work culture where crew feel safe and external shareholders reassured.

OneOcean Ship Management's SMS modules help you methodically manage health and safety through shared access to data, effective communications, efficient document management and systematic oversight.

Its intuitive interface improves clarity and control, and in the event of an emergency provides the detailed information crews need to immediately respond. It digitises streamlines and audits for fast, root-cause analysis, and is accessible via mobile app for on-the-go convenience.

This guide outlines the OneOcean SMS modules – **Document Management, QHSE** and **Certificate Management**. These can be integrated into your SMS to simplify compliance challenges and free resource to focus on higher priority tasks.

Document Management

Removes the need for complex paper trails, replacing inefficient and decentralised methods of document exchange and maintenance with one streamlined workflow.

QHSE

An intelligent digital framework for managing the exchange of compliance documentation, giving shoreside the oversight needed to promote a culture of safety.

Certificate Management

Provides a digital library of all vessel and crew certifications, giving shoreside teams and crew 24/7 access via the OneOcean^{LR} Platform.

Document Management
Transforming your operational processes

Documentation is essential for standardising safety and mitigating risk for fleets. But the sheer volume of documentation to ascertain, fill in and have available for every voyage can create hours of time and effort for crew and teams onshore.

Plus, to ensure safety and compliance, this documentation must be up to date and relevant for each crew, cargo, vessel and voyage. And, with audits and inspections common place, it's vital that proof of relevant documentation can be made available upon request.

Without an organised and centralised way to manage it, the distribution and maintenance of documents at scale can be a significant challenge.

OneOcean Ship Management's Document Management module removes the need for complex paper trails. Documents are digitally kept up to date and synchronised in real time, replacing inefficient and decentralised methods of document exchange and maintenance with one streamlined workflow.

Work smarter with a digital, holistic approach

Accessible via the Platform, the Document Management module supports the creation of everything from certificate management and forms to checklists and risk assessments. These can be made open to all or selectively accessible to control the flow of information. With documents consolidated in this way, you can be confident that all relevant paperwork is complete and has been verified by relevant team members.

Six modules are integrated into the solution, helping shoreside teams better monitor onboard activity across fleets. Empowering smarter working and providing greater clarity and insights.

1. **Documents:** Store and manage policies, procedures, directives, work instructions and other QHSE documents. Then, share these to the fleet from one place.

2. **E-forms:** Create forms in Microsoft Word or Excel and share them to be accessed, filled in and submitted by crews onboard.

3. **Incident & Actions:** Configure any kind of form and reports such as MOC, loss, accident, near miss, non-conformity, corrective action, permits to work and safety meeting minutes.

4. **Audits:** Provide a framework for internal audits and external inspections, like TMSA, ISM and OVMSA.

5. **Risk assessments:** Simplify and strengthen risk assessment procedures with a toolbox for keeping health, safety and environmental risk onboard to a minimum.

6. **Analytics:** Simplify and automate information exchange to a customer's data warehouse – making it more accessible and easier to analyse and manage. Ultimately, this provides excellent insights for quality decision-making and process improvements.

Benefits

Mitigates risk through up to date documentation

Improves time efficiencies through easily accessible data

Accurate and accessible paper-free audit trail

Accessible on mobile devices

Highlights

Simplifies document verification and approvals by all relevant team members

Equips vessels with the digital documents required for an entire journey

Supports KPI evaluation and calculation for better decision-making

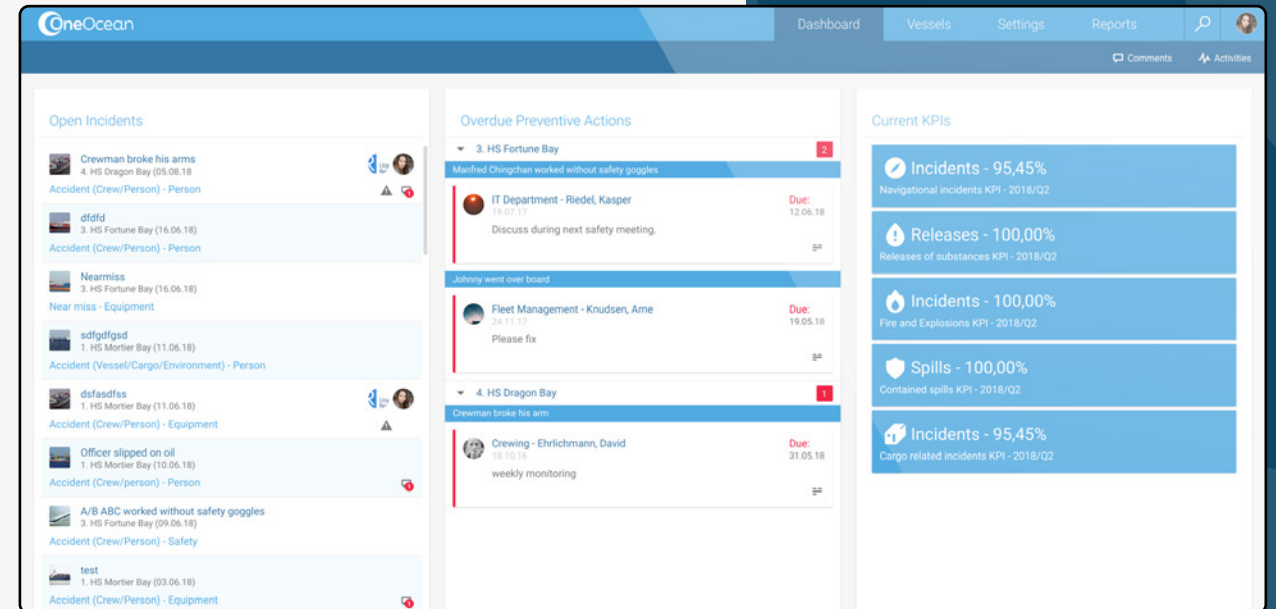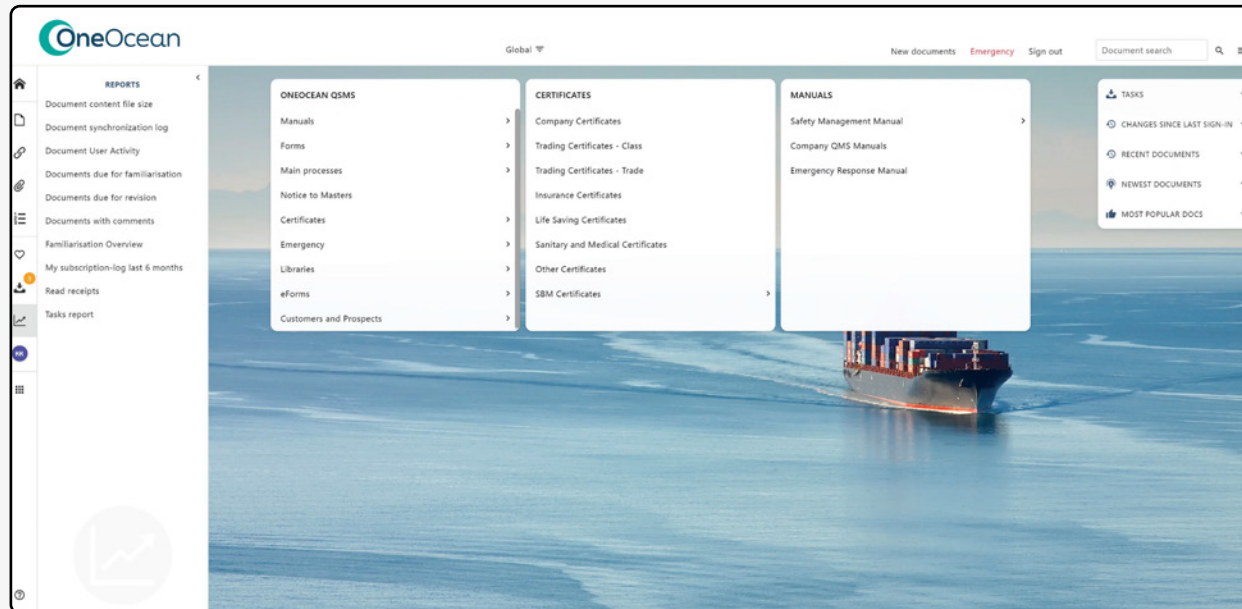**Removes disparate data systems** and manual tracking to save costs

QHSE
A consolidated approach to risk mitigation

Even with modern maritime technology, commercial seafaring is a high-risk endeavour. To protect all involved, stringent legislation from the ILO and IMO conventions are in place. Infractions of these regulations can lead to heavy fines, detained vessels, forfeited revenue and reputational damage.

Having the right documents, policies and procedures in place and to hand, is crucial for compliance with legislation and ultimately, helps to ensure crew safety.

The QHSE module of OneOcean Ship Management consolidates all processes, procedures and documentation in one place, enabling you to manage risk and prove compliance more easily.

Embed compliance within your fleet

QHSE provides an intelligent digital framework for managing and exchanging documents – such as Inventory of Hazardous Materials certification for arrival at port – giving shoreside the oversight needed to promote a culture of safety and compliance.

It can also be used to set protocols for everyday and emergency situations, and deploy them to a vessel's crew from shore, undertaking risk assessment, incident management, and the execution and management of inspections. Through the QHSE module, teams on land and water can be assured that they have the most up to date information at their fingertips to support compliant operations.

The QHSE module integrates with your existing workflows to enable:

Simple and intuitive support for QHSE activities

Complete documentation all in one place

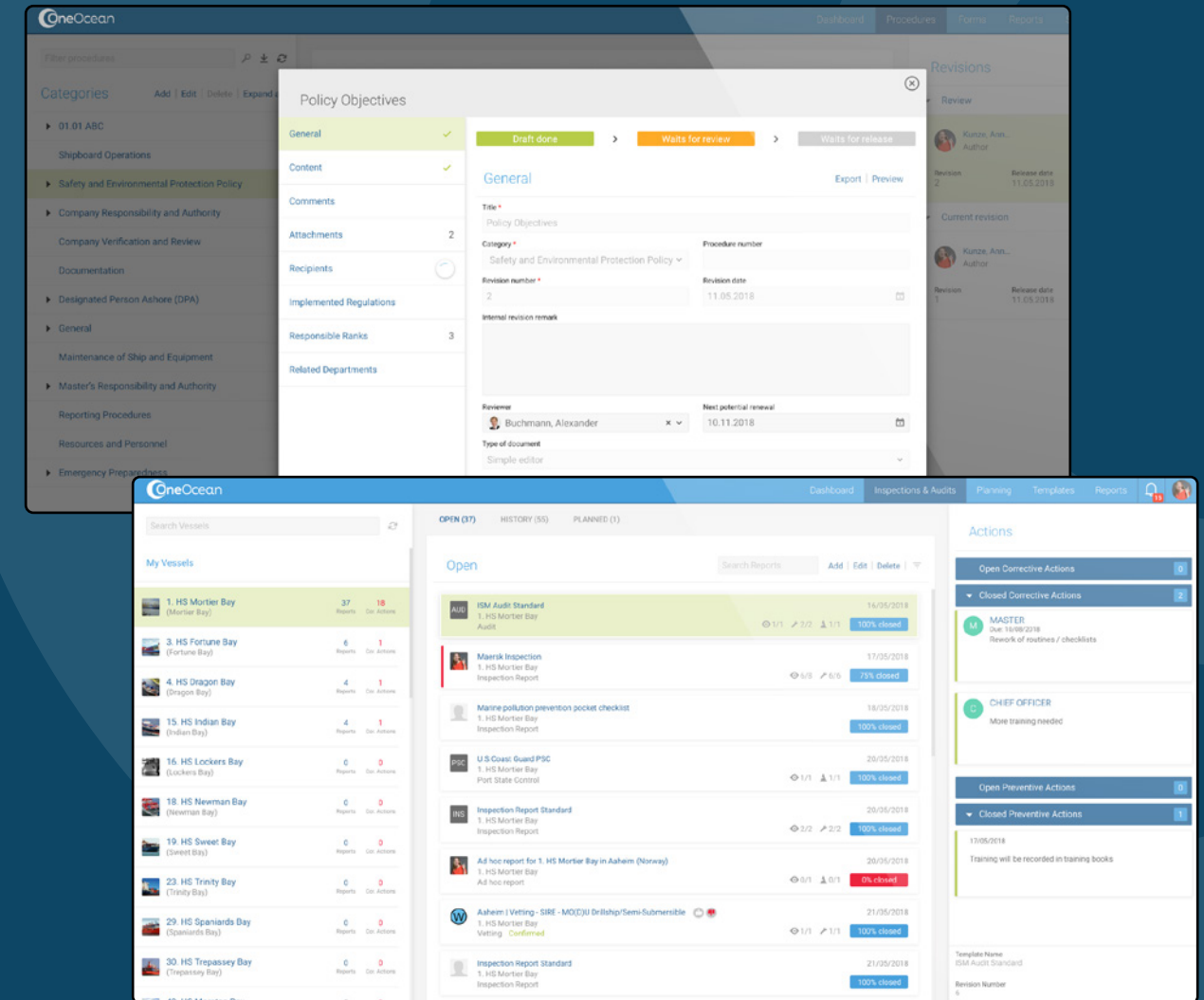**Mitigation of risk** through up-to-date documentation

Improved time efficiencies with easily accessible data

Accurate and accessible paper-free audit trail

Mobile accessibility devices

Easier evaluation of information, supporting better decision-making

Customisation to your bespoke fleet requirements

Integrate QHSE into your workflow, your way

QHSE is available as either a ready-to-go solution that provides built-in workflows for a standardised approach or it can be tailored to support your business' unique operational and compliance needs.

A tailored approach

We'll work with you to identify your business need and create the best solution for your fleet. Using six different module options we'll take a customised approach that supports both new and existing business processes.

- **Tailored modules** for new and existing workflows
- **Enables smarter working**
- **Integrates with existing systems** for consolidated information
- **Access rights** set by user or function level
- **Automated alerts** aid compliance
- **Deeper insights** and informed decision-making through Microsoft Power BI integration
- **Task scheduler** for consistent workflows
- **Automated notifications** for due tasks

A ready-to-go solution

Our comprehensive solution with built-in workflows comes ready to use. This provides a streamlined approach to ensuring your vessels, policies and practices are kept in line with current ISM code.

- **Fully digitised**
- **Integrated procedure approvals workflow**
- **Recurring ISM forms** for onboard crews
- **Easy distribution** of procedures
- **Create, maintain and send circulars** without email
- **Ease of version control** for updates
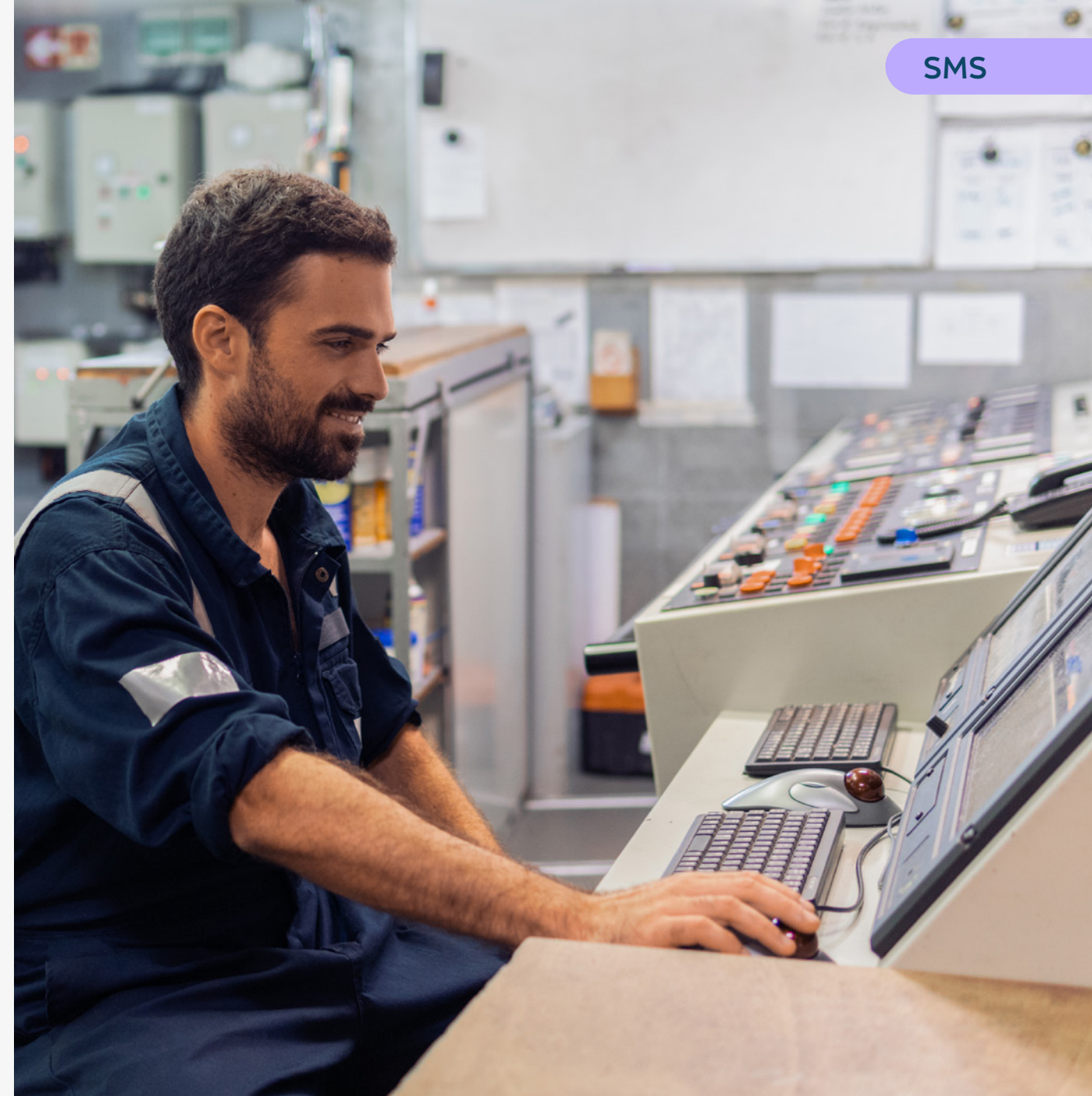- **Dashboard overview** of due revisions, drafts and new procedures

Certificate Management
A digital approach to ensuring fleet compliance

Having up-to-date certificates for every route, crew, cargo and vessel is essential for smooth and secure maritime operations. But with multiple vessels to manage and regulations constantly changing, ensuring crew and equipment have the right certification for passage is a time-consuming task. Without them, fleet operators face penalties, operational disruption and even reputational damage.

The Certificate Management module of OneOcean Ship Management simplifies this process by collating digital versions of all vessel and crew certifications. It stores them in a single centralised location that crew and shore-based teams can access 24/7 via the OneOcean^{LR} Platform.
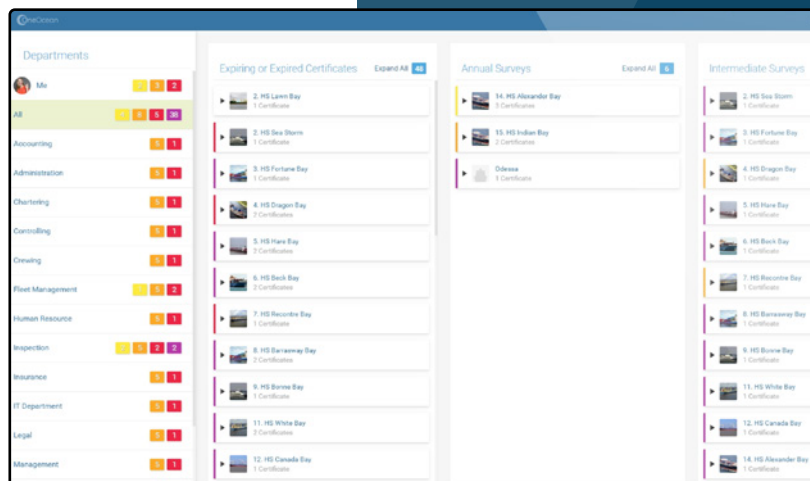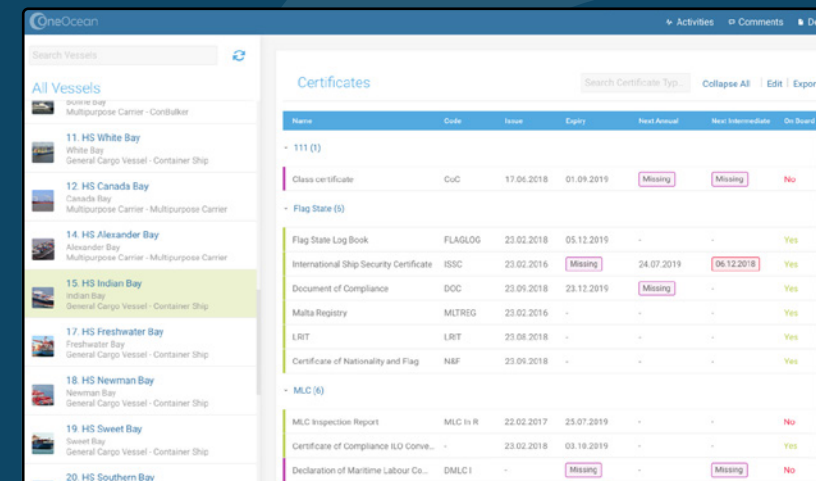
Saving time and mitigating risk

To save time and effort, **Certificate Management** automatically notifies users when certificates are about to expire, minimising the risk of mismanagement. With all documents saved and dated in one place, it's easy to access the certificates needed to demonstrate system management and compliance during audit and tender processes.

For ease of monitoring, the dashboard shows the status of each certificate for every vessel with clear colour-coding, helping to identify when certificates are about to expire. All certificate details and attachments are available across departments via the Platform, and crew members can actively participate in management by revalidating certificates issued onboard.

Benefits

One location for certificate administration

Intelligent reminders for expiry dates

Option to filter by vessel

Adding of remarks or attachments to certificates

Assign certificate responsibilities to employees or departments

Highlights

24/7 access to a digital library of all fleet certification

Accessibility for teams and departments on shore and ship

Crew-led revalidation of certificates to support certificate management

A complete view of fleet certificate status in a quick-to-interpret colour-coded display

Document Management

Realise the value in streamlining your documentation workflows.

QHSE

Improve the efficiency of your SMS with an integrated approach to compliance.

Certificate Management

Discover industry-leading software that simplifies the complexity of certificate management.

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