



## **Safety Management System (SMS)**

Rule 2.03.3

### **Overview Guidance for Small Vessels**

#### **Background**

Most vessels that enter The Tall Ships Races will already be required to have a Safety Management System (SMS) in place in order to comply with their Flag State certification but Rule 2.03.3 was introduced in 2015 to encourage all smaller vessels to develop their own system.

SMS is a process to encourage and improve safety throughout the organisation (both on board and with onshore support). The basic principle of SMS is 'Say what you do, do what you say, and record it'. It should ensure that policies and procedures are appropriate, and are followed.

SMS should not be a paperwork exercise but it should help clarify everyone's roles and responsibilities. Most organisations will already have most of their safety and operational procedure documents in place but your SMS should identify which of these are central to the safe management of your vessel.

Operational procedures and safety requirements will be individual to each vessel operator so your SMS should be appropriate to your own vessel. It should include but not limited to the headings below:

- **Vessel Maintenance**
- **Certification Compliance (vessel and personnel)**
- **Vessel Stability and Sail Plan Management**
- **Vessel Familiarisation**
- **Voyage Planning**
- **Safe Operational Procedures**
- **Trainee Welfare, Safety and Protection**
- **Marine Environmental Awareness Policy**

Sail Training International has developed an SMS Lite template that can be downloaded from the following website page:

<http://www.sailtraininginternational.org/vessels/safety-management-system-template>

There are also various SMS examples for small vessel operators which might offer additional guidance:

<http://www.sailtraininginternational.org/vessels/captains-page>

I trust that you find this information useful and that you can see the benefits in having an SMS for your vessel. If you require further advice and guidance please email me:

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