

# Course Syllabus

<b>Course Title:</b>	<b>ISM-ISPS-MLC Lead Auditor Course</b>
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<b>Course Duration:</b>	<i>18.5 Hours</i>
<b>Course Difficulty:</b>	<i>Advanced</i>
<b>Course Category:</b>	<i>Leadership</i>

## Learning Outcomes

1. Satisfy and retain customers by addressing their current and future needs
2. Recognize the objectives and benefits of a combined audit for ISM-ISPS-MLC
3. Interpret audit requirements for application
4. Plan, execute, and follow-up on auditing activities that offer real value
5. Utilize the latest auditor techniques and identify appropriate applications
6. Boost stakeholder confidence by managing processes in line with the latest requirements

## References:

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| <ul style="list-style-type: none"> <li>• ISPS Code</li> <li>• ISM Code</li> <li>• MLC Convention</li> <li>• STCW Convention</li> <li>• Transport Canada</li> <li>• MCA UK</li> </ul> | <ul style="list-style-type: none"> <li>• UNCLOS</li> <li>• SOLAS</li> </ul> |
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Course Subject	Time
<b>Introduction</b> <ul style="list-style-type: none"> <li>• Course overview</li> <li>• Competences to be achieved</li> </ul>	0.5 Hour
<b>ISPS Audit</b> <i>Provides an in-depth exploration of the International Ship and Port Facility Security (ISPS) Code, focusing on audit and certification processes crucial for maritime security. Key topics covered in the syllabus include:</i> <ul style="list-style-type: none"> <li>• <b>ISPS Knowledge Before Audits</b></li> <li>• <b>Main Definitions and ISPS Criteria for Verification</b></li> <li>• <b>Audit System and Obligations</b></li> <li>• <b>Audit and Inspection Procedures</b></li> <li>• <b>Certification Process</b></li> <li>• <b>Audit Meetings</b></li> <li>• <b>Audit Tips and Key Focus Areas</b></li> <li>• <b>Declaration of Security and Case Studies</b></li> </ul>	3.5 Hour
<b>ISPS Audit Quizzes</b>	1.0 Hour

<b>ISM Audit</b> <i>A comprehensive overview of ISM (International Safety Management) Code requirements and the associated audit and certification processes for safety management systems in the maritime industry.</i> <ul style="list-style-type: none"> <li>• ISM Knowledge Before Audits</li> <li>• Safety Management System Review</li> <li>• DPA and Audits</li> <li>• Auditor Responsibilities</li> <li>• Certification and Verification Processes</li> <li>• Audit Execution</li> <li>• Company and Organizational Responsibilities</li> </ul>	3.25 Hour
<b>ISM Audit Quizzes</b>	1.0 Hour
<b>MLC Audit</b> <i>A comprehensive guide to understanding and auditing under the Maritime Labour Convention (MLC) 2006. It emphasizes the practical aspects of inspection, certification, and enforcement relevant to maritime labor standards.</i> <ul style="list-style-type: none"> <li>• ISPS Knowledge Before Audits</li> <li>• Main Definitions and ISPS Criteria for Verification</li> <li>• Audit System and Obligations</li> <li>• Audit and Inspection Procedures</li> <li>• Certification Process</li> <li>• Audit Meetings</li> <li>• Audit Tips and Key Focus Areas</li> <li>• Declaration of Security and Case Studies</li> </ul>	4.5 Hour
<b>MLC Audit Quizzes</b>	1.0 Hour
<b>The Lead Auditor</b> <i>Comprehensive details needed to understand, conduct, and manage maritime audits. The curriculum is designed to equip participants with the necessary skills and knowledge to perform as lead auditors in marine environments.</i> <ul style="list-style-type: none"> <li>• ISPS Knowledge Before Audits</li> <li>• Main Definitions and ISPS Criteria for Verification</li> <li>• Audit System and Obligations</li> <li>• Audit and Inspection Procedures</li> <li>• Certification Process</li> <li>• Audit Meetings</li> <li>• Audit Tips and Key Focus Areas</li> <li>• Declaration of Security and Case Studies</li> </ul>	1.5 Hours
<b>The Lead Auditor Quizzes</b>	1.0 Hour
<b>Course Assessment</b>	1.0 Hour