

NOS PSSPO108 Passenger vessel operations

Unit PSSPO108.4 Transfer passengers to/from small vessels(SQA Unit Code H78K 04)

Performance Criteria

You must be able to

Transfer passengers to/from small vessels

1. ensure that public and working areas are clean, tidy and free from obstructions and **hazards** ahead of the vessel's arrival or departure
2. identify and obtain the equipment required for berthing and for transferring passengers, and confirm that it is in good working order before commencing operations
3. establish and maintain clear communications with relevant personnel during berthing operations and whilst transferring passengers
4. maintain a tidy and smart appearance, wearing the appropriate clothing
5. transfer passengers following the proper berthing procedures for vessels
6. take proper consideration of the prevailing weather and tidal conditions
7. where necessary, deal with any incidents or accidents to passengers, reporting these to the relevant person

Knowledge and understanding

You need to know and understand

1. the physical layout of your port area, relevant to own area of operations
2. the purpose and limitation of personal protective equipment and life-saving gear for use on or near water
3. how to apply the principal methods for communicating with small vessels
4. organisational procedures for berthing small vessels
5. organisational procedures for transferring passengers
6. organisational procedures for identifying and dealing with safety **risks** and incidents associated with transferring passengers to/from small vessels
7. the location of, and how to use, first-aid, safety and emergency equipment within the port

Scope

1. **Relevant information appropriate to preparing for the movement of vehicles, should include:** sailing times, vehicle numbers, the vessel's berth and details relevant to onward travel arrangements

Glossary

2. **Hazard:** a hazard is something with potential to cause harm
3. **Risk:** a risk is the likelihood of the hazard's potential being realised