

# Phoenix Vessel Services

## **\*\*\* Model Ship Security Assessment \*\*\***

### **Policy**

The Company recognizes that the Ship Security Assessment (SSA) is a vital and integral element of the Ship Security Plan (SSP) and serves as the basis for formulating and updating the SSP. It is the policy of the Company to conduct the SSA in accordance with criteria detailed in Part A, Section 8, and Part B, Section 8 of the ISPS Code, prior to the preparation of the SSP. The Company Security Officer is designated as the person responsible for ensuring that the SSA is conducted in compliance with relevant sections of the ISPS Code. The on-site assessment will be conducted by either the CSO or a similarly “qualified individual” acting on behalf of the CSO.

### **Pre-SSA Preparation**

#### 1. Review of Threat Information

Prior to an assessment, the CSO will review available information on potential threats in the trade routes and at the ports where the ship will call. Sources of information may include bulletins, alerts, circulars, and reports from Flag Administration, relevant Port Authorities, INTERPOL, law enforcement agencies, the IMB, the Maritime Security Council, BIMCO, and the news media. The CSO will assess security measures at the port facilities and previous reports on similar security needs. Where feasible, the CSO will meet with appropriate persons on the ship and in the port facilities to discuss the purpose and methodology of the assessment. Information concerning the following potential security threats to the vessel should be reviewed:

- Damage to, or destruction of, the ship or a port facility, e.g. by explosive devices, arson, sabotage, or vandalism;
- Hijacking or seizure of the ship or of persons onboard;
- Piracy, in port or at sea;
- Tampering with cargo, essential ship equipment or systems or ship stores;
- Unauthorized access or use, including presence of stowaways;
- Smuggling weapons or equipment, including weapons of mass destruction;
- Use of the ship itself as a weapon or a means to cause damage or destruction;

- Contraband smuggling, including illegal narcotics, within the cargo or via the ship;
- Attacks from seaward while at berth or at anchor;
- Attacks while at sea

## 2. Required Support Documentation & Information

The following items and information are to be obtained and reviewed prior to initiating the SSA and, as relevant, included as supporting documentation to the completed SSA:

General layout of the ship.

Location of areas that should have restricted access, such as the bridge, accommodation housing, bridge, engine room, radio room, etc.

Location and function of each actual or potential access point to the ship.

Changes in the tide which may have an impact on the vulnerability or security of the ship.

Cargo Spaces and stowage arrangements.

Locations where the ship's stores and essential maintenance equipment are stored.

Locations where unaccompanied baggage are stored.

Emergency and stand-by equipment available to maintain essential services.

Number of ship's personnel, any existing security duties, and any existing training requirement practices of the Company.

Existing security and safety equipment for the protection of passengers and ship's personnel.

Escape and evacuation routes and assembly stations which have to be maintained to ensure the orderly and safe emergency evacuation of the ship

Existing agreements with private security companies for providing ship and waterside security services.

Existing security measures and procedures in effect, including inspection and control procedures, identification systems, surveillance and monitoring equipment, personnel identification documents and communications, alarms, lighting, access control and other appropriate systems.

Resume of the CSO, SSO, or "Qualified Individual" conducting the SSA which demonstrates his/her expertise in the subject matter defined in Part "B", Section 8.4 of the ISPS Code.

# Phoenix Vessel Services

## TABLE OF CONTENTS

Section	Major Subject
1	General Ship Information
2	General Crew Information
3	Assessment of Potential Security Threats
4	Assessment of Access Control
5	Assessment of Lighting
6	Assessment of Specialized Security Systems & Communications Procedures
7	Assessment of Contingency Plans
8	Assessment of SSO and Crew Security Training
9	Assessment of Ship's Compliance with ISPS Code Security Levels
Annex "A"	Physical Security Equipment, Access Control Measures, Patrolling, and Monitoring /Detection Systems

<b>PVS SHIP SECURITY ASSESSMENT</b>			
<b>1. GENERAL SHIP INFORMATION</b>			
<b>SHIP NAME:</b>	<b>PORT:</b>	<b>DATE:</b>	
<b>IMO NUMBER:</b>	<b>CALL SIGN:</b>	<b>FLAG ADMINISTRATION:</b>	
<b>PORT ROTATION &amp; TYPE OF CARGO:</b>			
<b>STRUCTURAL INTEGRITY OF THE SHIP: ADEQUATE / DEFICIENT</b>			
<b>ASSESSMENT CARRIED OUT BY:</b>			
<b>2. GENERAL CREW INFORMATION</b>	Yes	No	<b>COMMENTS</b>
2.1. Are the Crew of one nationality?			
2.2. What are the nationalities of the crew onboard?			
2.3. Do they originate from any known active terrorist group area (based on data available to the Auditor)?			
2.4. Is there a background investigation conducted of all Crew?			
2.5. Do their documents appear genuine?			
2.6. Attach Crew List			
<b>NOTES:</b>			

3. ASSESSMENT OF POTENTIAL SECURITY THREATS	High	Medium	Low	N/A	LIKELIHOOD OF OCCURRENCE (High/Medium/Low)
3.1. Damage/destruction of ship or port by explosive devices, arson, sabotage, or vandalism					
3.2. Hijacking or seizure of the ship or of persons onboard					
3.3. Piracy, in port or at sea					
3.4. Tampering with cargo, essential ship equipment or systems or ship stores					
3.5. Unauthorized access or use, including presence of stowaways					
3.6. Smuggling weapons or equipment, including weapons of mass destruction					
3.7. Use of the ship itself as a weapon or a means to cause damage or destruction					
3.8. Contraband smuggling, including illegal narcotics, within the cargo or via the ship					
3.9. Attacks from seaward while at berth or at anchor					
3.10. Attacks while at sea					
<b>BASIS FOR RATING/ANALYSES:</b>					

<b>4. ASSESSMENT OF ACCESS CONTROL</b>			
<b>4.1 ACCESS TO THE VESSEL</b>			
4.1.1 Freeboard height:			
4.1.1.1.	Does the ship's freeboard height increase the likelihood of unauthorized access from the port or seaward sides (e.g. by stowaways, pirates, terrorists, etc.)?	YES/NO	
4.1.2. Description and location of Standard Access Points to Ship:		Security measures used to control access at these locations during Security Levels (See key in Annex "A")	
		1	2
4.1.2.1.			
4.1.2.2.			
4.1.2.3.			
4.1.2.4.			
4.1.2.5.			
4.1.3. Description and location of Unauthorized Access Points to Ship:		Security Measures used to control access at these locations during Security Levels (See Key in ANNEX "A")	
		1	2
4.1.3.1			
4.1.3.2.			
4.1.3.3.			
4.1.3.4.			
4.1.3.5.			
4.1.3.6.			
4.1.3.7.			
Notes:			













**4.3. ACCESS CONTROL ON-SITE SURVEY CHECKLIST**

**4.3.1. Ship Interior / Restricted Areas**

- |     |    |  |
|-----|----|--|
| Yes | No | Is there window and porthole protection?   |
| Yes | No | If so, is it operational?  |
| Yes | No | If portholes and windows can be opened, is there a window or key lock installed?   |
| Yes | No | Are there ladders (permanent or non-permanent) that should be removed, secured, or blocked from unauthorized usage?  |
| Yes | No | Are all doors or hatches into the Superstructure, not in use or under guard, secured or a "detection measure" in use while the ship is in port?  |
| Yes | No | Upon the ship's arrival in port, is there an inspection conducted of all door/hatches into the Superstructure, cargo bays, storage lockers, and all RESTRICTED AREAS to ensure that all are secured and there are no unauthorized persons/unmanifested material onboard? |
| Yes | No | Are all points of access into RESTRICTED AREAS (engine room, bridge, accommodations, etc.) marked or numbered and clearly identify that the area is for "Authorized Personnel Only"?   |
| Yes | No | Are there detailed policies and procedures concerning access into RESTRICTED AREAS?  |
| Yes | No | Are access control procedures, security measures, and monitoring systems sufficiently effective for Security Level 1 and capable of augmenting to address requirements for Security Levels 2 and 3?  |

**4.3.2. Control of Standard Access Points**

Yes	No	Is there a single (or limited) point of general access onto the vessel (gangway, ramp, etc) for use by crew, visitors, vendors, passengers, repairmen, etc,?
Yes	No	Is this access point (s) manned by a crewmember or security officer 24 hours per day while the ship is in port?
Yes	No	Is there a sign at the entrance to the access point which advises, "Authorized Personnel Only, All persons/items subject to inspection, Present your ID for check"
Yes	No	Are all persons boarding challenged to produce a photo identification card or badge and information recorded on the relevant Log or checker against the appropriate List?
Yes	No	Is there a standard Visitors Log in use?
Yes	No	Is there a standard Crewmember ShorePass Log in use?
Yes	No	Is a Stevedore List provided to the Gangway security officer/watchkeeper?
Yes	No	Is a Log maintained at the Gangway which records (chronologically) security incidents and events?
Yes	No	Are all bags, parcels, backpacks, etc. transported or carried onboard inspected for contraband, weapons, and unmanifested materials?
Yes	No	Is there a "property pass system" in use for the removal of ship property?
Yes	No	Are access control procedures and measures at the standard access points sufficiently effective for Security Level 1 and capable of augmenting to address requirements for Security Levels 2 and 3?

**4.3.3. Identification Systems**

Yes No Is a personnel identification system used for Crew?

If **Yes**, what type is used?

Govt. Issue Describe: \_\_\_\_\_

Other Describe: \_\_\_\_\_

Yes No Is there a identification system for Passengers?

Yes No Is there a Visitor Badge system in use?

Yes No If so, is visitor information recorded on the Log and a Visitor Badge issued?

Yes No Are vendors and visitors escorted throughout the ship at all times?

Yes No Is there a procedure to control the entrance of Stevedores?

Yes No Are the Identification Cards/Badges of visitors, vendors, repairmen, etc. retained at the gangway at time of boarding and the relevant ship badge issued and worn while onboard?

Yes No Are ID badges, systems, control procedures, and data recording sufficiently effective for Security Level 1 and capable of augmenting to address requirements for Security Levels 2 and 3?

Yes No Is the waterside continuously monitored or patrolled to prevent or detect unauthorized access?

Yes No Is the hawse covered affixed to prevent unauthorized ingress?

Yes No Are the mooring lines monitored to prevent or detect unauthorized access?

Yes	No	Are the Jacob's and Pilot ladders retracted and secured while vessel is at berth (to prevent unauthorized ingress)?
Yes	No	Is the deck (s) patrolled or monitored to prevent or detect unauthorized persons from jumping/climbing onboard, especially during low tide or times of darkness?
Yes	No	Is there a procedure or measure for the supervision of ship's personnel, passengers, visitors, vendors, repairmen, and dockworkers?
Yes	No	Are dockworkers and other non-Crew personnel restricted to their immediate work areas?
Yes	No	Are signs posted on deck advising against entering sensitive or Restricted Areas?
Yes	No	Are there "detection measures" and other security systems in-place to prevent/detect unauthorized entry or movement in cargo bays, crawl spaces, ventilation ducts, etc.?
Yes	No	Are security procedures and measures to monitor and control the waterside, deck, and non-standard access point ID badges sufficiently effective for Security Level 1 and capable of augmenting to address requirements for Security Levels 2 and 3?

**4.3.5. Security of Containers, Cargo, Ship's Stores, and Baggage**

- |     |    |   |
|-----|----|---|
| Yes | No | Are containers and cargoes properly counted, manifested and the "Load List" or Tally Log reconciled against the Manifest?   |
| Yes | No | Are all containers, cargoes, and unaccompanied baggage screened for contraband, weapons, unmanifested materials, and unauthorized persons in accordance with the established Security Level?  |
| Yes | No | Are all empty and loaded cargo containers properly sealed?  |
| Yes | No | Are there security measures & procedures in-place to monitor HAZMAT and dangerous cargoes?  |
| Yes | No | Are there "detection measures" and other security systems in-place to prevent/detect unauthorized entry or movement in cargo bays, crawl spaces, ventilation ducts, etc.?   |
| Yes | No | Is all unaccompanied baggage screened and verified against the passenger manifest or other control document?  |
| Yes | No | Prior to accepting ship's stores onboard, is an inventory made against ordering/delivery documentation and an inspection made for signs of package tampering or the presence of contraband or unmanifested materials?                 |
| Yes | No | Is there a documented "Pre-departure Inspection" conducted of the ship for the presence of unauthorized persons, contraband, container/cargo tampering, and unmanifested material?  |
| Yes | No | Are security and inspection procedures and data recording for containers, cargo, ship's stores and baggage sufficiently effective for Security Level 1 and capable of augmenting to address requirements for Security Levels 2 and 3? |

**4.3.6. Key Control**

- |     |    |   |
|-----|----|---|
| Yes | No | Is the Master or a designated authority responsible for issuing keys? |
| Yes | No | Is there a log for issuing keys?                                      |
| Yes | No | Are keys signed for?  |
| Yes | No | Are all the keys accounted for?                                       |
| Yes | No | Are all unissued keys secured?  |
| Yes | No | Is the log up to date?  |

Number of master keys: \_\_\_\_\_

List of individuals who have master keys:

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Yes      No:      Are there procedures for returning keys when personnel are terminated or transferred?

**4.4. Access Control Findings, Vulnerability, Impact, & Recommendations**

<b>Area</b>	<b>Findings</b>	<b>Vulnerability</b>	<b>Impact</b>	<b>Recommendations</b>
<b>Ship Interior/Restricted Areas</b>				
<b>Standard Access Points</b>				
<b>Identification Systems</b>				
<b>Security Patrols</b>				

<b>Unauthorized Access Points</b>				
<b>Containers, Cargo, Ship's Stores, and Baggage</b>				

<b>5. ASSESSMENT OF LIGHTING</b>			
<b>5.1. Accommodations</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
5.1.1. Is the lighting sufficient?			
5.1.2. Is the lighting safe for at sea use?			
5.1.3. Is additional lighting required?			
5.1.4. Description of additional lighting (if appropriate)			
<b>5.2. Main Deck</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
5.2.1. Is the lighting sufficient?			
5.2.2. Is the lighting safe for at sea use?			
5.2.3. Is additional lighting required?			
5.2.4. Description of additional lighting (if appropriate)			
<b>5.3. Forecastle</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
5.3.1. Is the lighting sufficient?			
5.3.2. Is the lighting safe for at sea use?			
5.3.3. Is additional lighting required?			
5.3.4. Description of additional lighting (if appropriate)			
<b>5.4. Poop Deck</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
5.4.1. Is the lighting sufficient?			
5.4.2. Is the lighting safe for at sea use?			
5.4.3. Is additional lighting required?			
5.4.4. Description of additional lighting (if appropriate)			
<b>5.5. Engine Room</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
5.5.1. Is the lighting sufficient?			
5.5.2. Is the lighting safe for at sea use?			
5.5.3. Is additional lighting required?			
5.5.4. Description of additional lighting (if appropriate)			

<b>5.6. Steering Gear</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
5.6.1. Is the lighting sufficient?			
5.6.2. Is the lighting safe for at sea use?			
5.6.3. Is additional lighting required?			
5.6.4. Description of additional lighting (if appropriate)			

<b>5.7. Other</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
5.7.1. Is the lighting sufficient?			
5.7.2. Is the lighting safe for at sea use?			
5.7.3. Is additional lighting required?			
5.7.4. Description of additional lighting (if appropriate)			

Notes:

**5.8. SHIP LIGHTING ON-SITE SURVEY CHECKLIST**

Type of lighting used: \_\_\_\_\_

The lighting is:       Manual \_\_\_\_\_       Automatic \_\_\_\_\_

Who is responsible for the lighting maintenance? \_\_\_\_\_

Yes       No       Are all access points to the ship lit?

Exceptions: \_\_\_\_\_

Yes       No       Do light patterns overlap?

Yes       No:       Are all perimeter areas (dockside/seaward) adequately illuminated during hours of darkness?

If not, explain: \_\_\_\_\_

Yes       No       Does the system include multiple circuits to prevent the entire system from failing if one light malfunctions?

Yes       No       Is someone responsible for turning lights on and off?  
If so, whom? \_\_\_\_\_

Yes       No       Are there adequate lighting supplies? (bulbs, fuses, etc.)

Yes       No       Does the lighting protect the guards?

Yes       No       Are Restricted Areas and other critical and vulnerable areas well lit?

Yes       No       Is there an auxiliary power source available?



<b>5.9. Lighting Findings, Vulnerability, Impact, &amp; Recommendations</b>				
<b>Location</b>	<b>Findings</b>	<b>Vulnerability</b>	<b>Impact</b>	<b>Recommendations</b>
<b>Illumination of Access Points</b>				
<b>Illumination of Dockside</b>				
<b>Illumination of Seaward Side</b>				
<b>Illumination of Restricted Areas</b>				

<b>5.9. Lighting Findings, Vulnerability, Impact, &amp; Recommendations</b>				
<b>Location</b>	<b>Findings</b>	<b>Vulnerability</b>	<b>Impact</b>	<b>Recommendations</b>
<b>Illumination of Cargo Areas</b>				
<b>Adequate Supplies</b>				
<b>Auxiliary Power</b>				
<b>Notes:</b>				

<b>6. ASSESSMENT OF SPECIALIZED SECURITY SYSTEMS &amp; COMMUNICATIONS PROCEDURES</b>						
<b>6.1. Assessment of Specialized Security Devices and Systems</b>						
<b>Item</b>	<b>Location (s)</b>	<b>Utilization</b>	<b>Training</b>	<b>Drills/Exercises</b>	<b>Maintenance</b>	<b>Recommendations</b>
<b>AIS</b>						
<b>CCTV</b>						
<b>Metal Detectors</b>						
<b>Communications Equipment</b>						

**6. ASSESSMENT OF SPECIALIZED SECURITY SYSTEMS & COMMUNICATIONS PROCEDURES**

**6.1. Assessment of Specialized Security Devices and Systems**

Item	Location (s)	Utilization	Training	Drills/Exercises	Maintenance	Recommendations
Secure-Ship (Electric Fence)						
Automatic Intrusion Detection Devices						
Other Systems						

**Notes:**

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**6.2. ASSESSMENT OF METHODS OF RAISING THE ALARM**

**6.2.1. Onboard**

Description	Remarks

Notes:

**6.2.2. Ashore**

Description	Remarks

Notes:

**6.3. ASSESSMENT OF METHODS OF COMMUNICATIONS**

**6.3.1. Routine Methods of Communications**

Description	Remarks

Notes:

**6.3.2. Emergency Methods of Communications**

Description	Remarks

Notes:

**6.4. ASSESSMENT OF METHODS OF SECURING THE COMPUTER / DATA**

**6.4.1. Security Measures for Protecting the Ship's Computer**

Description	Remarks

Notes:

**6.4.2. Security Measures for Denying Access to the Ship's Database**

Description	Remarks

Notes: