

Management of Change



Management of Change is the process of developing a planned approach to changes in an organization. Many incidents and accidents are the direct or indirect result of improperly managed changes. The primary objective of MOC is to minimize, the likelihood of such situations arising and as far as possible avoid disruptions to the normal flow of activity.

Note: Only for Internal circulation among staff

Lilly Star Content

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POLICY MANUAL MANAGEMENT OF CHANGE		
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CHAPTER 14: MANAGEMENT OF CHANGE

14.1 DEFINITION

Dear All,

Please refer following chapters of SMS Manuals to more familiar with Management of Change process to avoid many incidents are direct or indirect result of improperly managed changes.

1. POLICY MANUAL (PM 14)
2. FLEET OPERATION MANUAL (FOM 5.6)
3. FLEET OPERATION MANUAL (FOM 5.6 A) :MOC CHECKLIST

Amruta : Deputy Manager

Hello Everyone,

I am back after a break and here are some thoughts for your brains to chew and see how we can go ahead with their implementation during the course of time.

A lot of things keep changing around us and somewhere we manage to cope up with the change survive the ordeal. The weather, political scenario, technology and the world as a whole is becoming a different place to live and we have to ensure we manage the change to survive and prosper. Somewhere in our mind the assessment for change takes place and it adapts to the change and if you don't then something bad happens to remind you that you better well change. When it is cold season the body requires warm clothes and if you still try to take a tan in the Sun then surely you get pneumonia! Similar is with the working process. We have some set ways of working but then something happens like an addition of any machinery or breakdown of any system or change of main operators and similar issues are all changes which we need to adapt to and ensure we adjust to them to perform our job efficiently. This is called Management of Change and we should read more about it as given in our SMS and follow it strictly.

The World is always a nice place to live provided we know how to enjoy our today and make the environment around us as our home. Good Housekeeping is something that every seaman should inherit to become a safe and efficient seaman. It is very important that this is the first priority since it ensures that "stitch in time saves nine". Please consider the ship your home and keep it clean and tidy all the time. Always be proud to have a neat cabin and endeavour to make your living and working place like a place of worship to ensure God never hesitates to visit.

Finally, we come to the summer month and I hope all of you will gear up with the precautions to be taken during this season for working safely and efficiently. The guidelines of the same will be sent soon by email to all. Have a safe and happy working at all time!

Rahul

"Safety is Blessing"

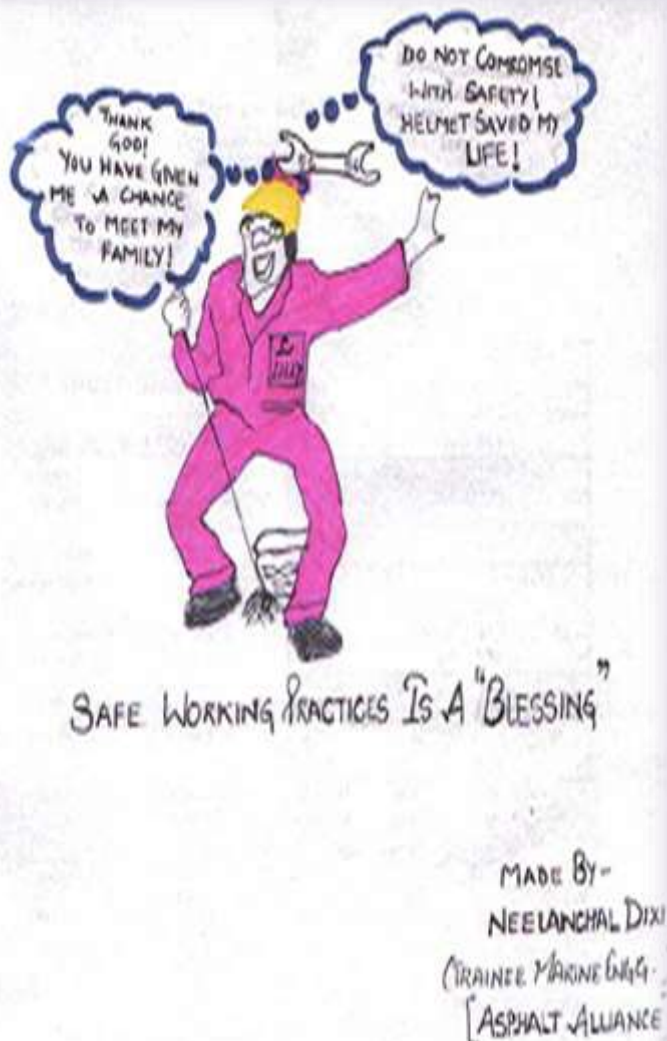
IS 'SAFE WORKING A BLESSING'? NAY, IT'S MUCH MORE!!

Blessing is some good thing someone bestows on another. One can't bless one's own self! In that sense, 'safe working practice is not only a blessing' for one to preach or impose on others to follow; it is also much more important and necessary that one practices himself as well, and be a self-example to others.

It is a disheartening fact that every maritime accident / incident is a mere repetition, consequent to non-compliance of well-stipulated and promulgated volumes of safety instructions and guide-lines, safe working practices and procedures, propounded by various technical investigations post-calamitous-eventualities. If only the experienced, well-informed seniors percolate the prescribed safe- practices and practically train the juniors on the job, by physically themselves present in all hazardous onboard evolutions, there would be no casualty incidences consequent to ignorance, insufficient-knowledge, negligence, over-confidence, in-difference etc. Is it not true that 'the bottle-neck lies always on top'?

SAFE-WORKING PRACTICE IS, THEREFORE, NOT ONLY A BLESSING TO BESTOWED ON OTHERS; IT IS ALSO TO BE PRACTISED BY BEING AN EXAMPLE.

Capt. A. Pillai, MASTER: M.T AEL-1



Safe Working with crew and environment is biggest achievement on-board vessel. It comes when on-board staff understands the word **"USE YOUR BRAIN BEFORE YOUR HAND"**; this is key word of safe working. However to achieve safety on-board IMO amend STCW'2010 for proper training and implementation of the procedure to be follow for any kind of work on-board. So that to avoid accident and preventive and/or effective procedure to reduce risk of life.

What is Safe Working?

In Shipping World, Certificates for ratings & officers ensures service, age, fitness, training & qualification. But it is just a part of Safety. Safe Working includes every step assessment for risk related to work.

Why is it Necessary?

The biggest blessing in world is Life. Safe Working does not guarantee Life but it includes every possible way to reduce the Risk of Life or Injury whilst working.

In matters of Safety it is the commitment, competence, attitudes & motivation of individuals at all levels that determines the end result.

Safety Cycle



AKASH RUSTAM,
TME –ASIA ASPHALT I

“SAFETY SHOULD BE THE WORK CULTURE FOR ALL WHO ARE A PART AND PARCEL OF THE SHIPPING INDUSTRY.”



Safety is blessing for all crew on-board. We know safety first, this remember at all time, this is nothing, but safe work and atmosphere. For safe work always keep in mind that during work all safety measures has been calculated and risk assessment has to be carried out to avoid any accidents.

- “Use your brain first rather than your hand”.
- “Think positive do positive”.
- “Plan your work before starting work”.
- “Discuss with officer, crew member for safety regarding job”.
- “Do not panic during critical situation”.
- “Do not start anything that is questionable. If you are not sure how to operate”.

We are the first worker and origin to start job. So always wear and follow PPE, keep in mind during work with positive attitude. Read operational manuals and training conventions like SOLAS, ISM, and STCW etc. If, we achieve good safe working environment on-board for crew as well as vessel, the main goal amended and implemented



“STAR” of Company Magazine



INCIDENT DESCRIPTION

During the changeover of the tank of daughter vessel, they didn't open her cross over valve. Suddenly ab saw that our manifold pressure is increasing. Immediately ab reported to duty officer same. Manifold pressure surged up to 5 bars. Duty officer ceased discharging and informed daughter vessel. After informing to, they found out that her cross over valve was not opened. Same time they opened her cross over valve and resumed discharging.

CORRECTIVE / PREVENTIVE ACTION TO BE TAKEN

Same time duty officer ceased discharging. Chief officer and master were informed. And instructed M.T BRIZO to open the correct valve & follow the correct procedure of tank change over. Instructed them to check and counter check the line up, then only vessel will resume discharging. Due diligence of manifold watch-keeper and corrective action of duty officer, hazard to property and environment was avoided. Further adoption of correct procedure was emphasized. Discharging was carried out safely.

OFFICE INSTRUCTIONS TO VESSEL FOR FUTURE:

Better communication with the vessel / terminal is a must. We should agree to inform each other when changing tanks so that we can monitor the pressure at manifold.

“Safe Working Practice”

INTRODUCTION

Incidents become accident if safe working practices are not followed onboard.

These accidents can be avoided by incorporating:-

1. Safe working practices and procedures in all activities
2. Proper planning
3. Good organization
4. Technically sound trainings
5. whole hearted support of all the crew members

Ultimately, this should prevent the potential hazards which lead to accidents and injuries onboard. basically, (98%) of the causes of accidents are attributed to human error. hence, if we strictly follow all safety accords and guidelines while performing our duties we will prevent any unfortunate incident ensuring safety of own life, of others and also safety of vessel. Following safety practices is therefore a blessing for all of us.

SCOPE OF SAFE WORKING PRACTICES

IMO has laid down very specific and structured guidelines which must be followed by all personnel during their stay on-board while performing duties to avoid any accident. While working on-board we follow different checklists and safety measures for different kinds of jobs, so that we don't miss or compromise on any safety measure which could result in an accident. Some of these are listed below:-

1. Personal protective equipments (safety helmet, boiler suit, gloves, goggles, ear plugs etc.)
2. Risk assessment (associated risk while performing a job-example crankcase inspection)
3. Hot work permit (prior permission must be taken and hazards must be known)
4. Cold work permit(checklist to make sure all necessary safety measures are taken)
5. Isolation certificate(while opening a motor isolation of machinery is must)
6. Enclosed space entry(checklist to be followed before entering)

This can be better understood with an incident which did not result in injury as the person had proper (P.P.E). An 'OS' was walking on deck and a fitter was working on crane. While working the spanner slipped from fitter's hand and fell on 'OS' head. The life of 'OS' was saved because he was wearing his safety helmet. He realized the importance of wearing a helmet which he had ignored many a times.

CONCLUSION

There are many more such incidents happening everyday onboard and people are exposing themselves to risks due to their negligent attitude. The above incident would clearly give an insight to how important it is to follow safe working practices religiously while you are on-board. at the end of the day it is the attitude of the person which matters. Safety practices are always a blessing as in the case of 'OS'. So, it could be concluded as-

“SAFE WORKING PRACTICES ARE DEFINITELY A BLESSING”

THE BIG QUESTION

YOUR ATTITUDE WILL DECIDE, “WHETHER YOU WILL GET THE BLESSING OR NOT?”

**NEELANCHAL DIXIT
(TRAINEE MARINE ENGINEER M.T.ASPHALT ALLIANCE)**

A ship which is just tied up alongside is comparatively safe but will not earn anything. Similarly a person who says I do not go to work because I want to play it safe will not achieve anything. When we trade on a ship or go to work we indirectly expose ourselves to risks. Safe Working requires identification of circumstances that pose significant risks/liabilities. A method of dealing with them is then devised so that these tasks pose As Low As Reasonably Possible (ALARP) risk to personnel, equipment, environment and process.

When a person takes a short cut or is complacent, he puts himself and his fellow mates at risk. The consequences of his poor decision may result in permanent injury to body/limbs. No amount of financial compensation can compensate for this loss of body function and the emotional strain it has on the family.

For every Major accident that takes place at Sea there are many more (Near Misses) that could have resulted in an accident. This pattern is sometimes depicted as an iceberg. Identification/ analysis of these near misses can help in making the work environment safer. It is equally important for us to "STOP" an unsafe practice, using "Freeze Card".

After a long Contract at sea, it is indeed blissful to go back home without an injury to catch up on quality time with your family. Let us all contribute in every small way to make our ship a Safe Work place, after all Safety at Sea is a Team Effort.

Capt. Mohan Lalit, Master Asphalt Alliance

Just for Laughs but SERIOUSLY!!!!



A sales rep, an administration clerk and the manager are walking to lunch when they find an antique oil lamp. They rub it and a Genie comes out in a puff of smoke. The Genie says, "I usually only grant three wishes, so I'll give each of you one wish each."

"Me first! Me first!" says the admin clerk. "I want to be in the Bahamas, driving a speedboat, without a care in the world." Poof! She's gone.

In astonishment, "Me next! Me next!" says the sales rep. "I want to be in Hawaii, relaxing on the beach with my personal masseuse, an endless supply of Pina Coladas and the love of my life." Poof! He's gone.

"OK, you're up," the Genie says to the manager.

The manager says, "I want those two back in the office after lunch."

Moral of the story:

Always let your boss have the first say.

RAISING THE ALARM



ENTRY INTO ENCLOSED SPACE



Sharing is Caring

Best Safety Issues: Near Miss

INCIDENT DESCRIPTION	ROOT CAUSE	CORRECTIVE/PREVENTIVE ACTION TO BE TAKEN
ENTERED THE PUMP ROOM WITHOUT INFORMING DUTY OFFICER.	OILER ENTERED WITHOUT STARTING THE BLOWER AND WITHOUT CHECKING O2 PERCENTAGE NO PERMISSION TAKEN FROM DUTY OFFICER.	SAFETY CONSCIOUSNESS DURING ENTERING PUMP ROOM CHECKLIST SHOULD BE FILLED & FOLLOWED AND PERMISSION SHOULD BE TAKEN FROM DUTY OFFICER.
DRAIN PLUG OF LIFEBOAT WAS NOT PROPERLY TIGHTENED DURING BOAT DRILL.	THE DUTY PERSON HAD HAND TIGHTENED THE DRAIN PLUG INSTEAD OF USING THE KEY	GAVE INSTRUCTION TO DUTY PERSON TO USE KEYS TO TIGHTEN THE DRAIN PLUG IN FUTURE. ALSO ENCOURAGED ALL CREW AND OFFICERS TO HAVE A CROSS CHECK BEFORE LOWERING LIFEBOAT. INFORMED THAT IT'S THE RESPONSIBILITY OF ALL TO ENSURE ALL SAFETY PROCEDURES ARE FOLLOWED.
TUG MADE FAST LINE WAS NOT PUT ON BIT PROPERLY. ONLY TWO ROUND ON BIT WAS PLACED	THEY PUT ONLY TWO ROUNDS ON BIT, IT SHOULD BE MINIMUM FIVE ROUNDS ON BOTH BITS IN THE SHAPE OF 8.	GAVE INSTRUCTION TO ALL DUTY PERSONNER TO USE STRONG ROPE IN FUTURE FOR TUG AND PUT MORE THAN FIVE ROUNDS ON BIT IN THE SHAPE OF 8.
AB FOUND TO BE IN BACKLASH AREA OF MOORING ROPE AT FORWARD MOORING STATION.	LACK OF SAFETY AWARENESS.	AFTER COMPLETION OF MOORING STATION, MASTER AND CHIEF OFFICER EXPLAINED ALL CREW HOW TO WORK SAFELY DURING MOORING STATION & BACKLASH AREA OF ROPES.
DURING THE BOAT DRILL, WHILE LOWERING STBDSIDE LIFEBOAT INTO WATER, FWD FPD WAS NOT INSTALLED (RIG) PROPERLY ON THE BOAT HOOKS.	01. THE CREW IN CHARGE OF INSTALLING LIFEBOAT FPD WAS UNFAMILIAR WITH THE DEVICES. 02. PROPER TRAINING WAS NOT GIVEN BY THE OFFICER IN CHARGE. 03. OFFICER IN CHARGE OF THE BOAT WAS NOT CHECKING ALL THE ARRANGEMENT PROPERLY BEFORE LOWERING THE LIFEBOAT.	MASTER BRIEFED AND TRAINED ALL THE OFFICERS & CREWS AFTER DRILL COMPLETED REGARDING PROPER INSTALLATION OF LIFEBOAT FPD'S
CREW MEMBER ON PROVISION CRANE DECK PICKED UP WEIGHT WITHOUT A GANT LINE ATTACHED TO CONTROL THE SWING.	FAILURE OF IDENTIFICATION OF THE CORRECT PROCEDURE. 2. FAILURE TO IDENTITY HAZARD 3. FAILURE TO IDENTIFY THE RISK AND ITS PROBABILITY.	CRANE OPERATOR WAS STOPPED IMMEDIATELY AND OPERATION WAS CEASED. GANT LINE WAS USED AND CORRECT PROCEDURE OF HANDLING WEIGHTS WAS DISCUSSED. OPERATION WAS CARRIED OUT SAFELY WITHOUT ANY INJURY OR PROPERTY DAMAGE. FURTHER ADOPTION OF CORRECT PROCEDURE WAS EMPHASIZED
PAINT FUMES IN ACCOMMODATION	CREW WAS PAINTING ON POOP DECK IN FRONT OF AC VENT AS A RESULT OF WHICH WHOLE ACCOMMODATION WAS FILLED WITH PAINT FUMES.	AC WAS PUT ON RECIRCULATION AND CREW EXPLAINED ABOUT THE SAFETY PRECAUTION TO BE TAKEN WHILE PAINTING.

Sharing is Caring

Best Safety Issues: Freeze Cards

Incident	Corrective Action	Office Feedback	category
BNWAS FOUND SWITCH OFF AFTER COMMENCEMENT OF SEA PASSAGE FROM HALDIA TO VIZAG	ALL D/O INSTRUCTED TO SWITCH ON BNWAS AND RECORD IN MOMENT BOOK AT COSP	PLS DISCUSS THE ARRIVAL AND DEPARTURE CHECKLIST AGAIN AS IT CLEARLY ADVISES TO CHECK THE STATUS OF BNWS.	BYPASSING SAFETY DEVICES
GEYSER SWITCHED ON DURING SILENT HOURS	COOK AND DUTY PERSONNEL ADVISE TO ENSURE THAT ALL THREE GEYSERS (GALLEY – 1 AND 2 – WASH ROOM) ARE SWITCHED OFF DURING SILENT HRS	ANY ELECTRICAL ITEM WHEN NOT IN USE MUST BE SWITCHED OFF TO AVOID ANY PROBLEM OF SHORT CIRCUIT. EVEN THE CABINS AND STORES THAT ARE NOT USED MUST HAVE LIGHTS SWITCHED OFF.	FAILURE TO FOLLOW SAFE WORKING PROCEDURES
PAINT STORE FOUND OPEN DURING SILENT HOURS	SSO AND DUTY PERSONNEL INSTRUCTED TO CHECK ALL VITAL COMPARTMENTS ON BOARD CLOSED DURING SILENT HOURS	THE OPENING AND CLOSING OF ANY WATER TIGHT COMPARTMENT IS A VERY CRITICAL JOB AND MUST BE ATTENDED TO BY THE OFFICER AT WATCH. PLEASE ALSO DISCUSS WITH THE CREW AND TRAIN THEM FURTHER ON CLOSING OF WATERTIGHT AND OTHER RESTRICTED AREAS	FAILURE TO RECOGNIZE HAZARDOUS PROCEDURES
GALLEY FOOD WASTE NOT FOUND SEGREGATED PROPERLY	ALL OFFICERS AND CREW INSTRUCTED TO FOLLOW GARBAGE MANAGEMENT PLAN AND READ THE POSTERS PROPERLY WHICH IS POSTED NEAR THE GARBAGE BINS.	THE CREW HAS TO BE REGULARLY TRAINED ABOUT THE GARBAGE REGULATIONS. ALSO, BEFORE DISPOSING ANY GARBAGE TO SEA IT MUST BE CHECKED BY A CERTIFIED OFFICER.	FAILURE TO RECOGNIZE HAZARDOUS PROCEDURES
PILOT LADDER NOT RIGGED PROPERLY WHILE THE PILOT BOAT APPROACHED	CREW INSTRUCTED TO PUT PILOT LADDER PROPERLY DURING THE TIME OF PILOT EMBARKATION AND DISEMBARKATION	THIS IS A VERY SERIOUS ISSUE SINCE IT CAN CAUSE A LOSS OF LIFE. PLEASE ENSURE A TRAINING IS CARRIED OUT AND RECORDED FOR PILOT LADDER BEING RIGGED CORRECTLY	LACK OF SUPERVISION OR TRAINING



IOTL Project Visakhapatnam

To ensure energy security, the Government of India has decided to set up 5 million metric tons (MMT) strategic crude oil storages at three locations namely, Visakhapatnam, Mangalore and Padur (near Udupi). These strategic storages would be in addition to the existing storages of crude oil and petroleum products with the oil companies and would serve as a cushion in response to external supply disruptions. The construction of the proposed strategic storage facilities is being managed by Indian Strategic Petroleum Reserves Limited (ISPRL), a Special Purpose Vehicle, owned by Oil Industry Development Board (OIDB).

ETP

As water the major component of our day to day life. Any industry needs water in every sphere for its operation. So the requirement of water will be more and fulfilment of such a huge quantity will be difficult. Therefore its conservation and optimum utilization is necessary.

When water is used in oil and gas industries, then water gets contaminated. Where ever we dispose the water that area will be polluted. Polluted water consist of effluent, suspended solid and other debris. After purification of water, the water is reused in the system.

Our company is responsible for erection of equipments, fabrication and erection of steel structure & piping, Electrical & Instrumentation and testing-commissioning is done by us.

Therefore every industry should have a water purifying unit to check the pollution.



“Health is Wealth”



Important Tips

Answer the Phone by **LEFT** ear

Do not drink coffee **TWICE** a day

Do not take pills with **COOL** water

Do not have **HUGE** meals after 5 pm

Reduce the amount of **OILY** food you consume.

Drink more **WATER** in the morning, less at night

Keep your distance from hand phone **CHARGERS**

Do not use headphones/earphones for **LONG** period of time

Best sleeping **TIME** is from 10pm at night to 06am in the morning

Do not lie down immediately after **MEDICINE** before sleeping

When Battery is down to the **LAST** grid/bar, do not answer the phone as the radiation is 1000times



“The best place to find a helping hand is at the end of your own arm.” ~Swedish Proverb

- 1) Keep your head up and your heart open: Smiling at people as they walk by, and keeping aware of your surroundings, you may notice something or meet someone that you potentially could have missed had your head been down.
- 2) Go slowly: When we slow down, we can taste all the flavors in our food and we digest our meals better. We are better communicators when we talk slower, and we become better listeners
- 3) Be easy: Learn to not get so worked up over the small things, stressing about matters that, in the end, really didn't make a difference.
- 4) Let ME be ME: While you're too busy making yourself appear to be someone else, you kill yourself from the inside out. And it can be a long, slow and painful death to your soul.

Delicious Food....

SOM SPECIAL ROASTED

MASALA CKICKEN CURRY

Ingredients



1. Chicken 1 kg,
2. 4 chopped tomatoes
3. 1 cup tamarind water,
4. 4-5 kokum skins,
5. 3 tsp mustard seeds,
6. Onions – 4 medium chopped,
7. 2-3 cloves of garlic finely chopped,
8. 50 gm of ginger paste,
9. 2-3 steam of curry leaves,
10. 2 ½ tsp haldi powder,
11. 1 ½ tsp coriander seeds,
12. 1 ½ tsp cumin seeds,
13. Red dry chillies 15-16, Ghee – 200 gms,
14. salt to taste,
15. garam masala – 1 tsp.

Preparation –

Take 1 onion and slice it in little oil till it turns light brown, then add coriander, cumin, mustard seeds, curry leaves, 6-7 red dry chillies and roast till it starts giving roasted smell (do not over roast). Remove this mix and keep aside for cooling. Then put it in grinder, grind till paste becomes fine. Add ginger paste, haldi powder, garam masala and little salt to it.

Marinate cut chicken pieces with above paste for about 60 minutes.

Take some oil in cooking pan and heat it. Add chopped onions, curry leaves, red chilly, mustard seeds to oil and stir it till it gets souted then add finely chopped garlic and stir for a while and then add little salt, red chilly powder, turmeric powder and chopped tomatoes to it. Again stir this mixture and then add marinated chicken to it and cook till chicken is little tender. Then add tamarind water and kokum to it. Cook till chicken is well cooked.

Goes along well with Laccha paratha, Neer dosa, steamed rise and also with traditional rotis.



*Food for the
brain!*

A) A police officer saw a truck driver clearly going the wrong way down a one-way street, but did not try to stop him. Why not?

B) Woman shoots her husband. Then she holds him under water for over 5 minutes. Finally, she hangs him. But 5 minutes later they both go out together and enjoy a wonderful dinner together. How can this be?

C) There are three houses one is red one is blue band one is white. If the red house is to the left of the house in the middle and the blue house is to the right to the house in the middle where is the White House?





TEAMWORK

COMING TOGETHER IS A BEGINNING

KEEPING TOGETHER IS PROGRESS

WORKING TOGETHER IS SUCCESS



Lilly Maritime Pvt. Ltd

Mumbai, India

Food for Brain Answers:

- A) The truck driver was walking.
- B) She shoots the photo and then took the negative and hung it to dry and then developed it in a picture.
- C) Washington D.C.