

Ship Security Plan Questionnaire

VESSEL NAME: _____

DATE: _____

REVIEWER: _____

Requirements of		SECURITY ASSESSOR	Yes	No	
Part A	Part B				
A/8.2		Has the Ship Security Assessment being carried out for the ship by the person with appropriate skills to evaluate the ship's security?			
		Review his training certificates and/or CV			
		1. Shipboard experience- At least Second Mate or Second Engineer, or similar Navy or Coast Guard Experience.			
		2. Security training from one of the IACS members, LISCR or another reputable company.			
		Section 8 SHIP SECURITY ASSESSMENT			Page where found in Assessment
A/8.4		Has the SSA included the followings?			
A/8.4		on-scene security survey			
A/8.4.1		identification of existing security measures , procedures and operations			
A/8.4.2		identification and evaluation of key ship board operations that it is important to protect			
A/8.4.3		identification of possible threats to the key ship board operations and the likelihood of their occurrence, in order to establish and priorities security measures;			
A/8.4.4		identification of weaknesses , including human factors in the infrastructure, policies and procedures			
	B/8.2	Prior to commencing the SSA, has the CSO ensured that advantage is taken of information available on the assessment of threat for the ports at which the ship will call or at which passengers embark or disembark and about the port facilities and their protective measures?			
	B/8.2	Has the CSO studied previous reports on similar security needs?			
	B/8.2	Has the CSO met with appropriate persons on the ship and in the port facilities to discuss the purpose and methodology of the assessment, where feasible?			
	B/8.2	Has the CSO followed any specific guidance offered by the Contracting Governments ?			
	B/8.3	Has the SSA addressed the following elements on board or within the ship?			
		.1 physical security			
		.2 structural integrity			
		.3 personnel protection systems			
		.4 procedural policies			
		.5 radio and telecommunication systems, including computer systems and networks;			

		.6	other areas that may, if damaged or used for illicit observation, pose a risk to people, property, or operations on board the ship or within a port facility			
--	--	----	--	--	--	--

	B/8.4		Are those involved in a SSA able to draw upon expert assistance in relation to the following?			
		.1	knowledge of current security threats and patterns			
		.2	recognition and detection of weapons, dangerous substances and devices			
		.3	recognition, on a non-discriminatory basis, of characteristics and behavioral patterns of persons who are likely to threaten security			
		.4	techniques used to circumvent security measures			
		.5	methods used to cause a security incident			
		.6	effects of explosives on ship structures and equipment			
		.7	ship security			
		.8	ship/port interface business practices			
		.9	contingency planning, emergency preparedness and response			
		.10	physical security			
		.11	radio and telecommunications systems, including computer systems and networks			
		.12	marine engineering			
		.13	ship and port operations			
	B/8.5		Has the CSO obtained and recorded the information required to conduct an assessment for the following?			
		.1	the general layout of the ship			
		.2	the location of areas which should have restricted access , such as navigation bridge, machinery spaces of category A and other control stations as defined in chapter II-2, etc.			
		.3	the location and function of each actual or potential access point to the ship			
		.4	changes in the tide which may have an impact on the vulnerability or security of the ship			
		.5	the cargo spaces and stowage arrangements			
		.6	the locations where the ship stores and essential maintenance equipment is stored			
		.7	the locations where unaccompanied baggage is stored			
		.8	the emergency and stand-by equipment available to maintain essential services			
		.9	the number of ship personnel, any existing security duties and any existing training requirement practices of the Company;			
		.10	existing security and safety equipment for the protection of passengers and ship personnel;			
		.11	escape and evacuation routes and assembly stations which have to be maintained to ensure the orderly and safe emergency evacuation of the ship			
		.12	existing agreements with private security companies providing ship/waterside security services			
		.13	existing security measures and procedures in effect, including inspection and, control procedures, identification systems, surveillance and monitoring equipment , personnel identification documents			

		and communication, alarms, lighting, access control and other appropriate systems.			
	B/8.6	Has the SSA examined each identified point of access , including open weather decks, and evaluate its potential for use by individuals who might seek to breach security? This includes points of access available to individuals having legitimate access as well as those who seek to obtain unauthorized entry.			
	B/8.7	Has the SSA considered the continuing relevance of the existing security measures and guidance, procedures and operations, under both routine and emergency conditions and should determine security guidance for following?			
		.1 the restricted areas			
		.2 the response procedures to fire or other emergency conditions			
		.3 the level of supervision of the ship personnel, passengers, visitors, vendors, repair technicians, dock workers, etc.			
		.4 the frequency and effectiveness of security patrols			
		.5 the access control systems, including identification systems			
		.6 the security communications systems and procedures			
		.7 the security doors , barriers and lighting			
		.8 the security and surveillance equipment and systems, if any			
	B/8.8	Has the SSA considered the following persons, activities, services and operations that it is important to protect?			
		.1 the ship personnel			
		.2 passengers, visitors, vendors, repair technicians, port facility personnel, etc;			
		.3 the capacity to maintain safe navigation and emergency response			
		.4 the cargo, particularly dangerous goods or hazardous substances			
		.5 the ship stores			
		.6 the ship security communication equipment and systems, if any			
		.7 the ship security surveillance equipment and systems, if any			
	B/8.9	Has the SSA considered all possible threats, which may include the following types of security incidents?			
		.1 damage to, or destruction of, the ship or of a port facility, e.g. by explosive devices, arson, sabotage or vandalism			
		.2 hijacking or seizure of the ship or of persons on board			
		.3 tampering with cargo, essential ship equipment or systems or ship stores			
		.4 unauthorized access or use, including presence of stowaways			
		.5 smuggling weapons or equipment, including weapons of mass destruction			
		.6 use of the ship to carry those intending to cause a security incident and/or their equipment			
		.7 use of the ship itself as a weapon or as a means to cause damage or destruction			
		.8 attacks from seaward whilst at berth or at anchor			
		.9 attacks whilst at sea			
	B/8.10	Has the SSA taken into account all possible vulnerabilities for following?			

		.1	conflicts between safety and security measures			
		.2	conflicts between shipboard duties and security assignments;			
		.3	watch-keeping duties, number of ship personnel, particularly with implications on crew fatigue, alertness and performance			
		.4	any identified security training deficiencies			
		.5	any security equipment and systems, including communication systems			
	B/8.11		Are particular consideration given to the convenience, comfort and personal privacy of the ship personnel and their ability to maintain their effectiveness over long periods?			
	B/8.12		Upon completion of the SSA, has the report been prepared, consisting of a summary of how the assessment was conducted, a description of each vulnerability found during the assessment and a description of counter measures that could be used to address each vulnerability?			
	B/8.13		If the SSA has not been carried out by the Company, has the report of the SSA been reviewed and accepted by the CSO?			
	B/8.14		Has the on-scene security survey examined and evaluated existing shipboard protective measures, procedures and operations for the following ?			
		.1	ensuring the performance of all ship security duties			
		.2	monitoring restricted areas to ensure that only authorized persons have access;			
		.3	controlling access to the ship , including any identification systems			
		.4	monitoring of deck areas and areas surrounding the ship			
		.5	controlling the embarkation of persons and their effects (accompanied and unaccompanied baggage and ship personnel personal effects);			
		.6	supervising the handling of cargo and the delivery of ship stores ;			
		.7	ensuring that ship security communication , information, and equipment are readily available			

Requirements of		Ship Security Plan Questionnaire		Yes	No	Page/item in SSP
Part A	Part B		Section 5 DECLARATION OF SECURITY			
	B/5.2		Are the requirements for the use of a DoS set out in the ship security plan?			
	B/9.52		Has the SSP detailed how requests for DoS from a port facility will be handled and the circumstances under which the ship itself should request a DoS?			
			Section 6 OBLIGATIONS OF THE COMPANY			
A/6.1			Has the Company ensured that the ship security plan contains a clear statement emphasizing the master authority ?			
A/6.1			Has the Company established in the ship security plan that the master has the overriding authority and responsibility to make decisions with respect to the security of the ship and to request the assistance of the Company or of any Contracting Government			
A/6.2			Has the Company ensured that the company security officer, the master and the ship security officer are given the necessary support to fulfill their duties and responsibilities in accordance with chapter XI-2 and this part of the Code?			
	B/6.1		Has following information included?			

		.1	parties responsible for <u>appointing shipboard personnel</u> , such as ship management companies, manning agents, contractors, concessionaries, for example, retail sales outlets, casinos etc			
		.2	parties responsible for <u>deciding the employment of the ship</u> including, time or bareboat Charterer (s) or any other entity acting in such capacity			
		.3	in cases when the ship is employed under the terms of a <u>charter party</u> , the contact details of those parties including time or voyage charterers			
A/9.3			Is the result of <u>Ship Security Assessment attached</u> to the Ship Security Plan?			
A/9.4			Does the Plan address the following?			
		.1	measures designed to prevent weapons, dangerous substances and devices intended for use against people, ships or ports and the carriage of which is not authorized from being taken on board the ship			
		.2	identification of the <u>restricted areas</u> and measures for the prevention of unauthorized access			
		.3	measures for the prevention of unauthorized <u>access to the ship</u>			
		.4	procedures <u>for responding to security threats or breaches of security</u> , including provisions for maintaining critical operations of the ship or ship/port interface			
		.5	procedures for responding to any security <u>instructions Contracting Governments may give</u> at security level 3			
		.6	procedures for <u>evacuation</u> in case of security threats or breaches of security			
		.7	duties of <u>shipboard personnel assigned</u> security responsibilities and of other shipboard personnel on security aspects			
		.8	procedures for <u>auditing</u> the security activities			
		.9	procedures for <u>training, drills and exercises</u> associated with the plan			
		.10	procedures for interfacing with <u>port facility security</u> activities			
		.11	procedures for the periodic <u>review of the plan</u> and for updating			
		.12	procedures for <u>reporting security incidents</u>			
		.13	identification of the <u>ship security officer</u>			
		.14	identification of the <u>company security officer</u> including with <u>24-hour contact</u> details			
		.15	procedures to ensure the inspection, <u>testing, calibration, and maintenance</u> of any security equipment provided on board, if any			
		.16	<u>frequency for testing or calibration</u> any security equipment provided on board, if any			
		.17	identification of the locations where the ship <u>security alert system</u> activation points are provided			
		.18	procedures, instructions and guidance on the use of the <u>ship security alert system</u> , including the testing, activation, deactivation and resetting and to limit false alerts			
A/9.4.1			Is the personnel conducting internal audits of the security activities specified in the plan or evaluating its implementation <u>independent of the activities being audited</u> unless this is impracticable due to the size and the nature of the Company or of the ship?			
A/9.6			In the case that the Plan is to be kept in an <u>electronic format</u> , is it to be protected by procedures aimed at preventing its unauthorized deletion, destruction or amendment?			

	B/9.2		Does the SSP contain following contents?			
		.1	detail of the <u>organizational structure</u> of security for the ship			
		.2	detail of the ship <u>relationships with the Company, port facilities</u> , other ships and relevant authorities with security responsibility			
		.3	detail of the <u>communication systems</u> to allow effective continuous communication within the ship and between the ship and others, including port facilities;			
		.4	detail of the basic security measures for security <u>level 1, both operational and physical</u> , that will always be in place			
		.5	detail of the <u>additional security measures</u> that will allow the ship to progress without delay to security <u>level 2</u> and, when necessary, to security <u>level 3</u>			
		.6	details of the <u>regular review, or audit, of the SSP</u> and for its amendment in response to experience or changing circumstances			
		.7	reporting procedures to the appropriate <u>Contracting Governments contact points</u>			
	B/9.3		Has the preparation of an effective SSP rested on a thorough assessment of all issues that relate to the security of the ship, including, in particular, a thorough appreciation of the physical and operational characteristics, including the voyage pattern, of the individual ship?			
	B/9.4		<u>LISCR</u> has not prepared or assisted in the <u>preparation of the plan</u>			
	B/9.5		Have the following procedures been developed by CSO and SSO?			
		.1	assess the <u>continuing effectiveness</u> of the SSP			
		.2	<u>prepare amendments</u> of the plan subsequent to its approval			
	B/9.7		Has the SSP established the following which relate to all security levels?			
		.1	the <u>duties and responsibilities of all shipboard personnel</u> with a security role			
		.2	the procedures or safeguards necessary to allow such <u>continuous communications to be maintained</u> at all times			
		.3	the procedures needed to assess the continuing effectiveness of security procedures and any security and surveillance equipment and systems, including procedures for <u>identifying and responding to equipment or systems failure or malfunction</u>			
		.4	the procedures and practices to protect security <u>sensitive information held in paper or electronic format</u>			
		.5	the type and maintenance requirements, of security and surveillance equipment and systems, if any			
		.6	the procedures to ensure the timely <u>submission, and assessment, of reports</u> relating to <u>possible breaches of security or security concerns</u>			
		.7	procedures to establish, maintain and up-date an inventory of any <u>dangerous goods or hazardous substances</u> carried on board, including their location			
	B/9.9		Has the SSP established the security measures covering <u>all means of access</u> to the ship identified in the SSA?			
		.1	access <u>ladders</u>			

		.2	access <u>gangways</u>			
		.3	access <u>ramps</u>			
		.4	access <u>doors, side scuttles, windows and ports</u>			
		.5	<u>mooring</u> lines and <u>anchor chains</u>			
		.6	<u>cranes and hoisting</u> gear			
	B/9.10		Has the SSP identified the locations where <u>access restrictions</u> or prohibitions should be applied for each of the security level ?			
	B/9.10		Has the SSP established the <u>type of restriction or prohibition</u> to be applied and the means of enforcing them for each security level?			
	B/9.11		Has the SSP established for each security level the <u>means of identification required</u> to allow access to the ship and for individuals to remain on the ship without challenge?			
	B/9.11		Has any <u>ship identification</u> system been co-ordinate with that applying to <u>the port facility</u> ?			
	B/9.11		Has the SSP established provisions to ensure that the <u>identification systems are regularly updated</u> , and that abuse of procedures should be subject to disciplinary action?			
	B/9.12		Are instructions provided <u>to notify</u> SSOs, CSOs, PFSO, flag and port states for any <u>attempted unauthorized entry</u>			
	B/9.13		Has the SSP established the <u>frequency of application</u> of any access controls particularly if they are to be applied on a <u>random</u> , or <u>occasional</u> , basis?			
			(Security Level 1 - Access to the Ship)			
	B/9.14		Has the SSP established the following security measures to control access to the ship?			
		.1	<u>checking the identity of all persons seeking</u> to board the ship and confirming their reasons for doing so by checking, for example, joining instructions, passenger tickets, boarding passes, work orders etc			
		.2	<u>in liaison with the port facility</u> the ship should ensure that <u>designated secure areas</u> are established in which inspections and searching of people, baggage (including carry on items), personal effects, vehicles and their contents can take place			
Ro-Ro		.3	<u>in liaison with the port facility</u> the ship should ensure <u>that vehicles</u> destined to be loaded on board car carriers, ro-ro and other passenger ships are subjected to search prior to loading, in accordance with the frequency required in the SSP			
passengers		.4	segregating <u>checked persons</u> and their personal effects from <u>unchecked persons</u> and their personal effects			
passengers		.5	segregating embarking from <u>disembarking passengers</u>			
		.6	identification of <u>access points that should be secured</u> or attended to prevent unauthorized access			
		.7	securing, by <u>locking or other means, access</u> to unattended spaces adjoining areas to which passengers and visitors have access			
		.8	providing <u>security briefings to all ship personnel</u> on possible threats, the procedures for reporting suspicious persons, objects or activities and the need for vigilance			
	B/9.15		Has the SSP <u>specified that all those seeking to board a ship should be liable to search</u> , and has the <u>frequency</u> of such searches, including <u>random searches</u> , been specified in the SSP?			
			(Security Level 1 - Restricted Areas on the Ship)			
	B/9.22		Has the SSP established the following security measures to be applied to restricted areas?			

		.1	locking or securing access points			
		.2	using surveillance equipment to monitor the areas			
		.3	using guards or patrols			
		.4	using automatic intrusion detection devices to alert the ship personnel of unauthorized access			

			(Security Level 2- Access to the Ship)			
	B/9.16		Has the SSP established the following security measures? (May include)			
		.1	assigning additional personnel to patrol deck areas during silent hours to deter unauthorized access			
		.2	limiting the number of access points to the ship, identifying those to be closed and the means of adequately securing them			
		.3	detering waterside access to the ship, including, for example, in liaison with the port facility, provision of boat patrols			
		.4	establishing a restricted area on the shore-side of the ship, in close co-operation with the port facility			
		.5	increasing the frequency and detail of searches of people , personal effects, and vehicles being embarked or loaded onto the ship;			
		.6	escorting visitors on the ship			
		.7	providing additional specific security briefings to all ship personnel on any identified threats, re-emphasizing the procedures for reporting suspicious persons, objects, or activities and stressing the need for increased vigilance			
		.8	carrying out a full or partial search of the ship			
			(Security Level 2 - Restricted Areas on the Ship)			
	B/9.23		Has the frequency and intensity of the monitoring of, and control of access to restricted areas been increased to ensure that only authorized persons have access?			
	B/9.23		Has the SSP established the following additional security measures?			
		.1	establishing restricted areas adjacent to access points			
		.2	continuously monitoring surveillance equipment			
		.3	dedicating additional personnel to guard and patrol restricted areas			
			(Security Level 3 - Access to the Ship)			
	B/9.17		Has the SSP detailed the following security measures?			
		.1	limiting access to a single , controlled, access point			
		.2	granting access only to those responding to the security incident or threat thereof;			
		.3	directions of persons on board			
		.4	suspension of embarkation or disembarkation			
		.5	suspension of cargo handling operations, deliveries etc			
		.6	evacuation of the ship			
		.7	movement of the ship			
		.8	preparing for a full or partial search of the ship			

	B/9.18		Has the SSP identified the restricted areas to be established on the ship, specified <u>their extent, times of application</u> , the security measures to be taken to control access to them and those to be taken to control activities within them?			
	B/9.19		Does the SSP ensure that there are clearly <u>established policies</u> and practices to <u>control access</u> to all restricted areas then?			
	B/9.20		Does the SSP provide that <u>all restricted areas should be clearly marked</u> indicating that access to the area is restricted and that unauthorized presence within the area constitutes a breach of security?			
	B/9.21		Are the restricted areas including the following? (May include).			
		.1	navigation bridge, machinery spaces of category A and other control stations as defined in chapter II-2			
		.2	spaces containing security and surveillance equipment and systems and their controls and lighting system controls			
		.3	ventilation and air-conditioning systems and other similar spaces			
		.4	spaces with access to portable water tanks, pumps, or manifolds			
		.5	spaces containing dangerous goods or hazardous substances			
		.6	spaces containing cargo pumps and their controls			
		.7	cargo spaces and spaces containing ship stores			
		.8	crew accommodation			
		.9	any other areas as determined by the CSO, through the SSA to which access must be restricted to maintain the security of the ship			
			(Security Level 3 Restricted Areas on the Ship)			
	B/9.24		Has the SSP detailed the following security measures which could be taken by the ship, in close co-operations with those responding and the port facility?			
		.1	setting up of additional restricted areas on the ship in proximity to the security incident, or the believed location of the security threat, to which access is denied			
		.2	searching of restricted areas as part of a search of the ship			
			(Security Level 1 Handling of Cargo)			
	B/9.27		Has the SSP established the following security measures to be applied during cargo handling?			
		.1	routine checking of cargo, cargo transport units and cargo spaces prior to, and during, cargo handling operations;			
		.2	checks to ensure that cargo being loaded matches the cargo documentation			
		.3	ensuring, in liaison with the port facility, that vehicles to be loaded on board car-carriers, ro-ro and passenger ships are subjected to search prior to loading, in accordance with the frequency required in the SSP			
		.4	checking of seals or other methods used to prevent tampering			
	B/9.29		Are there arrangements to conclude an agreement for other security measures with PFSO for regular or repeated cargo movement			
			(Security Level 2 Handling of Cargo)			
	B/9.30		Has the SSP established the following additional security measures to be applied during cargo handling?			
		.1	detailed checking of cargo, cargo transport units and cargo spaces			

		.2	intensified checks to ensure that only the intended cargo is loaded			
		.3	intensified searching of vehicles to be loaded on car-carriers, ro-ro and passenger ships			
		.4	increased frequency and detail in checking of seals or other methods used to prevent tampering			
			(Security Level 3 Handling of Cargo)			
	B/9.32		Has the SSP detailed the following security measures which could be taken by the ship, in close co-operation with those responding and the port facility?			
		.1	suspension of the loading or unloading of cargo			
		.2	verify the inventory of dangerous goods and hazardous substances carried on board, if any, and their location			
			(Security Level 1 Delivery of Ship's Store)			
	B/9.35		Has the SSP established the following security measures to be applied during delivery of ship stores?			
		.1	checking to ensure stores match the order prior to being loaded on board			
		.2	ensuring immediate secure stowage of ship stores			
			(Security Level 2 Delivery of Ship's Store)			
	B/9.36		Has the SSP established the additional security measures to be applied during delivery of ship stores by exercising checks prior to receiving stores on board and intensifying inspections?			
			(Security Level 3 Delivery of Ship's Store)			
	B/9.37		Has the SSP detailed the following security measures which could be taken by the ship, in close co-operation with those responding and the port facility?			
		.1	subjecting ship stores to more extensive checking			
		.2	preparation for restriction or suspension of handling of ship stores			
		.3	refusal to accept ship stores on board the ship			
			(Security Level 1 Handling Unaccompanied Baggage)			
	B/9.39		Has the SSP established the security measures to be applied when handling unaccompanied baggage to ensure that unaccompanied baggage is screened or searched up to and including 100 percent, which may include use of x-ray screening?			
			(Security Level 2 Handling Unaccompanied Baggage)			
	B/9.40		Has the SSP established the additional security measures to be applied when handling unaccompanied baggage which should include 100 percent x-ray screening of all unaccompanied baggage?			
			(Security Level 1 Handling Unaccompanied Baggage)			
	B/9.41		Has the SSP detailed the following security measures which could be taken by the ship, in close co-operation with those responding and the port facility?			
		.1	subjecting such baggage to more extensive screening, for example x-raying it from at least two different angles			
		.2	preparation for restriction or suspension of handling of unaccompanied baggage			
		.3	refusal to accept unaccompanied baggage on board the ship.			
			(Monitoring the Security of the Ship)			
	B/9.44		Has the SSP established the procedures and equipment needed at each security level and the means of ensuring that monitoring equipment will be able to perform continually, including consideration of the			

		possible effects of weather conditions or of power disruptions?			
		(Security Level 1 Monitoring the Security of the Ship)			
	B/9.45	Has the SSP established the security measures to be applied which may be a combination of lighting, watch keepers, security guards or use of security and surveillance equipment to allow ship security personnel to observe the ship in general, and barriers and restricted areas in particular?			

	B/9.46	Has the following been considered when establishing the appropriate level and location of lighting?			
		.1 the ship personnel should be able to detect activities beyond the ship, on both the shore side and the waterside			
		.2 coverage should include the area on and around the ship			
		.3 coverage should facilitate personnel identification at access points			
		.4 coverage may be provided through coordination with the port facility			
		(Security Level 2 Monitoring the Security of the Ship)			
	B/9.47	Has the SSP established the following additional security measures to be applied to enhance the monitoring and surveillance capabilities?			
		.1 increasing the frequency and detail of security patrols			
		.2 increasing the coverage and intensity of lighting or the use of security and surveillance and equipment			
		.3 assigning additional personnel as security lookouts			
		.4 ensuring coordination with waterside boat patrols, and foot or vehicle patrols on the shore-side, when provided			
		(Security Level 3 Monitoring the Security of the Ship)			
	B/9.49	Has the SSP detailed the following security measures which could be taken by the ship, in close co-operation with those responding and the port facility?			
		.1 switching on of all lighting on, or illuminating the vicinity of, the ship			
		.2 switching on of all on board surveillance equipment capable of recording activities on, or in the vicinity of, the ship			
		.3 maximizing the length of time such surveillance equipment can continue to record			
		.4 preparation for underwater inspection of the hull of the ship			
		.5 initiation of measures, including the slow revolution of the ship propellers, if practicable, to deter underwater access to the hull of the ship			
	B/9.48	Are measures to provide additional lighting when necessary available?			
		(Differing Security Levels)			
	B/9.50	Has the SSP established details of the procedures and security measures the ship could adopt if the ship is at a higher security level than that applying to a port facility?			
		(Activities not covered by the Code)			
	B/9.51	Has the SSP established details of the procedures and security measures the ship should apply for the following cases?			
		.1 it is at a port of a State which is not a Contracting Government			
		.2 it is interfacing with a ship to which this Code does not apply			

		.3	it is interfacing with fixed or floating platforms or a mobile drilling unit on location			
		.4	it is interfacing with a port or port facility which is not required to comply with chapter XI-2 and part A of this Code			
			(Audit and Review)			
	B/9.53		Has the SSP established how the CSO and the SSO are intending to audit the continued effectiveness of the SSP and the procedure to follow for review, update or amending the SSP?			
			Section 10 RECORDS			
A/10.1			Are instructions/information to maintain the records of the activities addressed in the SSP provided?			
A/10.3			In the case that the records are to be kept in an electronic format, are they protected by procedures aimed at preventing unauthorized deletion, destruction or amendment?			
			Section 11 COMPANY SECURITY OFFICER			
A/11.1			Has the Company Security Officer been designated for the ship?			
A/11.2			Are following duties and responsibilities of the company security officer included in the Plan?			
		.1	advising the level of threats likely to be encountered by the ship, using appropriate security assessments and other relevant information			
		.2	ensuring that ship security assessments are carried out			
		.3	ensuring the development, the submission for approval, and thereafter the implementation and maintenance of the ship security plan			
		.4	ensuring that the ship security plan is modified, as appropriate, to correct deficiencies and satisfy the security requirements of the individual ship			
		.5	arranging for internal audits and reviews of security activities			
		.6	arranging for the initial and subsequent verifications of the ship by the Administration or the recognized security organization			
		.7	ensuring that deficiencies and non-conformities identified during internal audits, periodic reviews, security inspections and verifications of compliance are promptly addressed and dealt with			
		.8	enhancing security awareness and vigilance			
		.9	ensuring adequate training for personnel responsible for the security of the ship			
		.10	ensuring effective communication and co-operation between the ship security officer and the relevant port facility security officers			
		.11	ensuring consistency between security requirements and safety requirement			
		.12	ensuring that, if sister-ship or fleet security plans are used, the plan for each ship reflects the ship-specific information accurately			
		.13	ensuring that any alternative or equivalent arrangements approved for a particular ship or group of ships are implemented and maintained			
			Section 12 SHIP SECURITY OFFICER			
A/12.1			Has the Ship Security Officer been designated on the ship?			
A/12.2			Are following duties and responsibilities of the ship security officer included in the Plan?			
		.1	undertaking regular security inspections of the ship to ensure that appropriate security measures are maintained			
		.2	maintaining and supervising the implementation of the ship security plan, including any amendments to			

			the plan			
		.3	coordinating the security aspects of the handling of cargo and ship stores with other shipboard personnel and with the relevant port facility security officers;			
		.4	proposing modifications to the ship security plan			
		.5	reporting to the Company Security Officer any deficiencies and non-conformities identified during internal audits, periodic reviews, security inspections and verifications of compliance and implementing any corrective actions			
		.6	enhancing security awareness and vigilance on board			
		.7	ensuring that adequate training has been provided to shipboard personnel, as appropriate			
		.8	reporting all security incidents			
		.9	coordinating implementation of the ship security plan with the company security officer and the relevant port facility security officer			
		.10	Ensuring that security equipment is properly operated, tested, calibrated and maintained, if any.			