5.1B101

CHIEF ENGINEER – DUTY & RESPONSIBILITY – Passenger Vessels

Reports to: Master.
Supervises: All Technical Department Personnel
Reference to: Special instruction for watch keeping Engine Officers.

AREA OF RESPONSIBILITY:

1. General:
   - The Chief Engineer’s primary responsibility is the operation and maintenance of the ship’s machinery and associated systems, including the Waste Management Systems, and the machinery in the ship’s boats, (Lifeboats, Tenders and other Watercraft);
   - Shall have a full understanding of the Safety Management System, including his responsibilities in the Safety Organization as per the Emergency Plan.

2. Special Engine Room Routines:
   - Either the Chief Engineer or the Assistant Chief Engineer must be on board at all times unless approved by the Master. The Chief Engineer shall notify the Assistant Chief Engineer and the Watch-keeping Engineer when he leaves the ship;
   - In order to maintain a safe and efficient operation, and where technical assistance is necessary, he is required to report immediately to the Master and the Senior Technical Manager responsible for the specific ship.
   - Such a report shall include a brief explanation of the nature of the problem and if assistance is needed. If for some reason the Superintendent cannot be reached, the Chief Engineer is required to call the Technical Director for Marine Operation. The Chief Engineer is to follow up with a full written report within a reasonable time frame.

Furthermore, the Chief Engineer shall:
   - Be present in the engine room during manoeuvring, drills and emergencies unless relieved by the Assistant Chief Engineer;
   - Advise the Master well in advance if the Engines will not be ready by departure time;
   - Ensure no work commences which would disable propulsion, auxiliary or other vital equipment or systems without consent from the Master;
   - When finding it desirable or necessary to stop an engine or reduce revolutions, prior advice to the Master shall be given whenever possible;

   Note: When the automated safety shutdown systems are inoperative, it is prohibited to operate the main Propulsion Engines and Auxiliary Engines, except in extreme operational emergencies, and then only with the acceptance of the Master.

3. Administrative:
   - The organisation and performance Engine Department personnel;
   - The safety, material condition, cleanliness, fire prevention and emergency preparedness and response in the Technical Department spaces;
   - Custody of the Technical Department’s drawings and technical manuals, including notation of all changes and modifications;
   - Maintain all related Class Certificates as per requirement;
   - Daily account of bunkers, fuels, and oils. Provides the Deck Officer this information for calculating Trim and Stability;
   - Maintaining the engine logs as required by the applicable regulations;
   - Management, budgeting and controlling the requisition of spare parts, supplies and equipment of the Engine Department;
   - Maintenance of all records, accounts and reports required of the Engine Department;
- Establishing an appropriate watch arrangement and that effective instructions and routines are prepared and carried out;
- As the technical advisor to the Master and other Department Heads, ensure that routine checks are made of all ships equipment, and when required carry out maintenance and repairs in other departments.
- The Chief Engineer shall, as the head of the Technical department, at a regular basis perform routine checks to ensure our SMS system is followed in all respects. This includes ensuring applicable checklists part of a procedure are properly maintained. The Staff Captain will share this duty by ensuring the procedures are properly followed up also on the Deck department side.

4. Planned Maintenance System:
   - Maintaining the machinery periodically through the Planned Maintenance System;

5. Training:
   - The instruction and training of the department personnel. Ensure all personnel are fully trained with their emergency assignments and are familiar with the fire-fighting appliances in the Engine Department spaces;
   - Delegation of duties to subordinate officers to provide training and experience to each officer. To encourage interest and a sense of responsibility in the crew, suitable job variation shall be arranged whenever possible;
   - Acquaint the Assistant Chief Engineer and to a lesser extent the other Engineering Officers, with all aspects of his duties and responsibilities, and keep them informed on the general condition of the Engine Department;
   - Train crewmembers assigned to handle, store, transfer fuel and lube oil and hazardous liquid and respond to spills.

6. Orders:
   - Give orders directly to the Watch-keeping Engineer and inform the Assistant Chief Engineer;
   - If found necessary to take control of the Engine Room from the Watch-keeping Engineer (other than to give general instructions and suggestions), he shall clearly inform the Watch-keeping Engineer immediately of this action. This same procedure shall be followed when control is returned to the Watch-keeping Engineer. These actions shall be entered in the engine log.

7. Personnel Matters:
   - The Chief Engineer shall keep the Master continually informed of all aspects of the operation of the Engine Department, including significant personnel matters.

MECHANICAL & OPERATIONAL RESPONSIBILITIES INCLUDE:

   All Technical Equipment and Machinery onboard the vessel.

QUALIFICATION REQUIREMENTS:

Additional to his knowledge as per certificate for his position, he shall acquire following extra knowledge about:

- Maintenance, spare part and purchasing routines.
- Classification survey.
- Operation and maintenance of ship's propulsion, main and auxiliary machinery, including automation.
- Lubricating oil and fuel oil used on board.
- The use and maintenance of tools.
- Bunkering system and procedures.