



## 2nd Mate (Navigation)

JD019

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### Authorization requirements

Authorization and training for the position are specified in the crew qualification matrix [PR707](#).

### Assigned tasks, with responsibility for the following:

1. Own bridge watch.
2. Loading and discharge, own watch.
3. Cleaning of tanks, own watch.
4. Handling of ballast, own watch.
5. Responsible that navigation lights are working during his watch and in charge of renewing the bulbs if it is found defect.
6. Responsibility for carrying out inspections, tests and exercises according to Job card in PMS.
7. Ordering of nautical charts and correction of nautical charts according to Chart Track system. On ECDIS vessel, activate proper Operation area in Navtor Navtracker. Update ECDIS chart catalogue with charts and corrections for the intended voyage via Navtor Navsync.
8. Responsible for updating all Nautical publication digital and paper.
9. Responsible for updating / invent / order new publication for the library on bridge.
10. Preparation and presentation of nautical charts before a new voyage. On ECDIS vessel this to take place in the ECDIS using relevant check lists, and procedure
11. Passage planning. The 2<sup>nd</sup> mate has to fill in the actual route in the nautical chart by using the Signed WP plans, during this work also check that the route compares with Masters and the company safety guidelines and instructions. 2<sup>nd</sup> mate should immediately inform the Master if any doubt occurs. When the work is completed 2<sup>nd</sup> mate has to sign the WP plan and inform the Master. Master and 2<sup>nd</sup> mate must check the completed voyage plan together to avoid any misunderstandings. For ECDIS vessel the route to be prepared and checked in the ECDIS and presented to the Master.
12. The signed WP Plan should be placed in voyage binder.
13. Each crewmember is responsible to fill in the "Rest / Work hour" all columns.

### Duties and responsibility essential to safety at sea and environmental protection:

1. Duties in accordance with the "Alarm list" for the vessel.
2. Duties according to the SMPEP or SOPEP.
3. Promote the concept of Furetank safety and environmental excellence. Shipping line specific training and education for the position:
4. Introduction, training and education on board before taking up the position, covering a period of 1-3 days as an extra member of the crew.
5. Introduction to and training in the FMS, by Furetank Familiarization form.
6. Training and education in Chief Officer's duties in order to be prepared for higher position.
7. Safety awareness + Risk Assessment.
8. Master has the overall responsibility for Ships pharmacy and medical care, but the daily maintenance of medical store and taking care of illness is 2nd Off duty.