

Bristol City Docks Training Policy



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1.0 Document control

This Training policy is owned, maintained, and updated by Bristol Harbour Authority.

It is subject to a 3 yearly review and periodic amendment as necessary.

Major changes will be issued as a new version with smaller amendments to that version listed in the summary of changes.

2.0 Introduction

Bristol City Council as the Statutory Harbour Authority for Bristol City Docks recognises that in order to manage a safe and efficient Harbour, it is essential to have suitably trained competent staff.

This recognition together with the requirements set out in the Ports and Marine Facilities Safety Code (PMFSC) and in accordance with the Bristol City Docks Marine Safety Management System, Bristol Harbour Authority has developed this training policy.

Training, revalidation dates and maintenance of qualifications that lapse, and records of competencies for persons involved in marine activities have all been listed.

Appropriate and effective training and the competence of personnel involved in marine operations are essential elements in the facilitation of navigational safety.

3.0 Bristol City Docks training policy

Bristol Harbour Authority will:

- Ensure adequate resources will be made available so that all members of the Harbour Team are trained and competent to undertake activities they are likely to perform.
- Recognise where further development and training is required, maintaining, and enhancing safety and efficiency across marine operations.
- Ensure that those responsible for assessing marine risk are properly trained and competent.

- Ensure that persons involved in the management and execution of marine services are qualified and trained to the appropriate national standard, demonstrating that standards of training provided in-house give personnel a level of competency that meets the requirements set out in the PMFSC.
- Through the job interview process assess the suitability of all Personnel appointed to positions involving the safety of marine operations.
- Maintain an adequate ongoing schedule of training for all marine personnel.
- Carry out regular emergency management and response training exercises, recording outcomes, and recognising when the need for additional training has been identified by outcomes.
- Ensure that appropriate training records are maintained.

4.0 Summary of changes

Version	Date	Author	Summary of changes
1	September 2024	P. Seed	First publication
2	June 2025	P. Seed	Amended to reflect introduction of new Ports and Marine Facilities Safety Code

Harbour Master: Captain Anthony Nichols

Signature  Date 18/11/2024

Duty Holder: Cllr Andrew Brown

Signature  Date 15/11/2024