



SIRE 2.0 Rules for the use of the Tablet Camera and Voice Recorder

Version 1.0

March 2023



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Camera

The tablet **must not** be switched on during transit through a port or terminal facility except for the short period when an inspector is requested to demonstrate the tablet/camera functionality to gate/security staff.

The tablet **may** only be switched on when the inspector has boarded the vessel and received confirmation that the master has approved its use.

The inspection begins when the inspector completes the initial formalities on boarding the vessel at the head of the gangway or other boarding point and, the tablet will normally be switched on once the security watch has confirmed that the master has provided permission for its use.

The tablet **must** be switched off before the inspector disembarks the vessel.

Before using the tablet camera during the inspection, the inspector **must**:

- Comply with any restriction imposed by the port and/or terminal authorities.
- Comply with any onboard restriction in accordance with instructions from the Master or contained within company procedures.
- Receive permission from the Master to use the camera during the inspection

The camera installed in the tablet device cannot record video footage.

The camera installed in the inspection tablet device has been disabled for general use. The camera is only available for use through the inspection editor application. The camera can be disabled to comply with port, terminal, or vessel restrictions as follows:

- Where it is known in advance that the camera cannot be used during an inspection, the Service Desk can disable the camera remotely by pushing an OCIMF policy profile to the tablet. The camera cannot be reactivated without a further call to the Service Desk.
- Where it is not known in advance that the camera cannot be used during an inspection, the inspector can deactivate the camera from within the inspection editor application. Once deactivated, the inspector cannot reactivate the camera for the remainder of the inspection.

The tablet camera status is logged for audit purposes whenever it is changed.

The tablet camera status can be demonstrated to interested parties.

When taking photographs to support observations during the inspection it is important that the inspector **does not** include any of the following in a photograph:

- Any people.
- Any document or logbook unless to specifically support a documented observation.
- Any document or logbook displaying personal or company specific information.
- The port facilities.
- Terminal facilities except:

- The marine loading arm or hose connection inboard of the ship's rail and then only to include sufficient detail to support an observation relating to the ship/shore interface under the joint control of the ship's crew and terminal.
- The means of access to the vessel and then only to include sufficient detail to support an observation relating to safe access under the control of the ship's crew.
- Anything that the Master states is restricted in accordance with documented company procedures.

The inspector **must** only take photographs in the presence of the Master or an accompanying officer.

Photographs can only be exported from the inspection tablet when appended to a validated inspection report uploaded to the OCIMF inspection database.

Photographs are locked by the inspection editor application so that they cannot be downloaded or exported to another device by any other means.

The inspection report, vessel specific information and all photographs taken during an inspection will be automatically purged from the tablet device when the final inspection report is released for publication by the vessel operator or, when an inspection is cancelled or reassigned to another inspector.

Voice Recorder

The inspection editor application uses the microphone built into the inspection tablet to permit the inspector to record voice memos as the inspection progresses.

Voice memos should only be used to record the inspector's notes during the inspection and for no other purpose.

Voice memos recorded during an inspection will be locked by the inspection editor application so that they cannot be downloaded or exported to another device by any means.

Voice memos will not be exported as part of the inspection report.

Voice memos recorded during an inspection will be automatically purged from the tablet device when the final inspection report is released for publication by the vessel operator.

Use of personal electronic devices

Inspectors **must not** use personal electronic devices to record still images, video footage or audio files while onboard a vessel to conduct a SIRE 2.0 inspection.



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**Oil Companies
International Marine Forum**
29 Queen Anne's Gate
London SW1H 9BU
United Kingdom

T +44 (0)20 7654 1200
E enquiries@ocimf.org

ocimf.org