

Boat Safety Scheme
First Floor North
Station House, 500 Elder Gate
Milton Keynes, MK9 1BB

Telephone 0333 202 1000

Examiner's Email: BSS.office@boatsafetyscheme.org

Examiner's Website: <https://pro.boatsafetyscheme.com/>



19 December 2015

Ref: 15-004

BSS EXAMINER NEWS

Dear Examiner,

This edition of BSS Examiner News asks you to make two actions immediately following up the recent electrical training to the Safe Isolation Procedure. We have updates on the upcoming compulsory LPG course and on the outcome of the public consultation on changes to the BSS hire boat requirements. There's a message about the importance of reporting examinations of Salesforce accurately and without undue delay. We also highlight the examiner apparel available from Clyde Marine and give you the details of BSS office support over the Christmas and New Year period.

Electrical knowledge and understanding course update

With only one course in Glasgow and one wash-up course to go, nearly 210 examiners have completed the course and can now act to stay safe from any risks presented by 230v AC systems on boats. Just as soon as it is ratified we will send you the promised new 'appendix' covering the Safe Isolation Procedure, hopefully early in the New Year. You must insert it into your Examination Checking Procedures (ECPs) folder and remember to act on its guidance whenever it is relevant.

However, in the meantime we have two immediate actions for you:-

- attached is the latest draft appendix for you to apply in the interim period. Please replace the draft document provided at the course. If it gets lost, it is also downloadable from links on the professional web pages including [this link](#).
- You will recall from the training that customers may perceive that you are 'testing' the 230v AC system on their boat if they see you using the Voltage Detecting Device (VDD). It is important not to give this false impression as it could lead to subsequent claims if electrical faults occur after your visit. To avoid any problems always explain to your customers present that the VDD is used only to help you ensure a safe working environment from which you can carry out the Part 3 checks. We at the BSS will be making this position very clear when we publish information for boaters early 2016.

At the recent training events the immediate feedback we got was that both the electrical training and seminar events were well received, however for those yet to do so, we would be grateful if you could spare a few minutes to input your considered views on a short online survey here -

<https://www.surveymonkey.co.uk/r/8DVNX3T> as this is important to help us to continue to improve examiner training events.

One action we're committing to from your feedback is to publish the E-learning course questions and their answers as a review and memory jog. This will happen soon after the final wash-up course.

Compulsory LPG update course early 2016

Note that the compulsory BSS Examiner LPG training update is now scheduled to take place late 2016/early 2017. Refer back to [BSS Examiner News 15-002](#) for more information about this planned course.

Outcome of Consultation on proposed changes to the BSS hire boat requirements

The previous newsletter provided the detail of the proposed BSS hire boat requirements changes.

The public consultation on proposed changes to the BSS requirements for hire boats ended on 13 November 2015 and the responses received were generally positive and those that weren't were helpful to allow the navigation authorities to decide how to proceed.

The navigation authorities will publish their decisions about the changed hire boat requirements and the outcome of the consultation shortly, but one key decision is that the implementation date for the introduction of the revised set of BSS requirements for hire boats is moved back one year to April 2017 to allow hire operators a reasonable time to reach compliance.

The impact of this decision for BSS examiners is that, for those wishing to carry out BSS examinations on hire boats after April 2017, the training supporting the transition will now not take place until Feb/March 2017.

For hire operators, we hope to have all supporting materials for the changes developed by April 2016 and the navigation authorities are recommending that hire operators to adopt the changes early, where practicable.

More information for BSS Examiners about the outcome will follow very early in the New Year.

BSS Management Committee concerns about the late inputting of examination results

I've been asked by the BSS Management Committee to report that an audit by one navigation authority exposed that a small minority of examiners are not just missing the 48 hour BSS certification Salesforce reporting target they are sometimes taking months to input results. Input delays are causing problems for both the boat owner customer and the navigation authority licensing departments.

When it reviewed the cases of target-time exceeded reporting on Salesforce, the navigation authority found that in some cases, the examiners concerned were withholding certification until payment had been received. Anyone doing this is putting their BSS Examiner authorisation at risk because the guidance supporting the BSS Examiner Conditions of Registration does not allow for this practice.

Affected examiners must adapt their business practices and consider such options as payment in advance, or payment on the day and/or take up web-based or smartphone payment tools. If you are a member of a body, such as ABSE, NABSE or a chamber of commerce, it may be that the shared experience of other members could help find a solution. Alternatively, your bank may be able to guide you about other options for taking customer payments.

Guidance supporting the BSS Examiner Conditions of Registration can be found here -

<http://www.boatsafetyscheme.org/professionals/you-and-the-bss/agreements-and-expectations/cor-guidance/>

On a related matter, following comments from boat owners we have found that some examiners have not accurately reported the examination or examination date. Inaccurate or even falsely recording/reporting BSS examinations not only threatens an examiners authorisation, it has potential legal repercussions should, for example, the date of certification be used in evidence in a court case. Please ensure all details are accurate, not least the dates.

BSS Marketplace - late Christmas present list.... kit yourself out for the New Year

Don't forget the selection of BSS products from the BSS apparel provider, Clyde Marine.

Go to www.clydemarineuniforms.com/bse-1.html for full details and to make your order. Clyde Marine is providing full customer support on 0141 427 6655 or by the contact form on its website.

BSS Office Christmas Shut-down

Although all staff will be on leave during the Christmas and New Year break (25 December – 4 January inclusive) technical support will likely be available to you should you need it. Please use this email address - bss.office@boatsafetyscheme.org and include your contact phone number and subject matter and your email will be picked up and forwarded to the most appropriate BSS team member who will call you back. Concerning urgent messages please try team mobiles, numbers are on the Examiner Support site.

If you have a need to order any items via Salesforce, please do this very soon as we will be unable to dispatch any items after 23 December. The next post out will be week commencing Thursday 7 January.

May I take this opportunity to wish you and your family a Merry Christmas and a prosperous New Year.

Best regards,

A handwritten signature in black ink that reads "G.A. Watts". The signature is written in a cursive style with a horizontal line underneath the name.

Graham Watts, **BSS Manager**