



GOVERNING DOCUMENTS



The Governing Documents module helps you keep track of all your manuals with an easy-to-use file structure and intuitive search functionality. Documents can be deployed either through the IRIS Server, SharePoint, Google Drive or Confluence depending on what works best

for you. View and edit documents locally or online via Office applications (e.g. Word or Excel) and sync your documents onboard as well as ashore. Use the date range search feature to see new documents added since last time onboard

Search result	
SMS Manual	
Chapter 1	
Test of demo IRIS 3	Viewed matrix
Test of demo IRIS 3 - Cargo	Viewed matrix
Test of demo IRIS 3 - Cargo	Viewed matrix
Test of demo IRIS 3 - RoPax	Viewed matrix
Test of demo IRIS 3 - RoPax	Viewed matrix
Crewing	
Demo Mapp 1	
Test for Demo	Viewed matrix
File folder	
Testdokument	Viewed matrix
Testdokument 2	Viewed matrix
Testdokument 3	Viewed matrix
Testdokument 4	Viewed matrix
Testdokument 5	Viewed matrix
Quality	

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REPORTS




Incidents, accidents and non-conformities most likely will occur at one time or another. Being able to efficiently write a report after such an event is crucial, and with the IRIS Reporting Wizard writing reports has never been easier. Depending on the type of event, the wizard will guide the reporter through the different data input forms and with simple “yes”

or “no” questions define the event. This will in turn generate a report flow where only the relevant sections of data entry are being opened. Finally, the wizard will let the reporter assess the event, after which the workflow will be optimized for deciding upon risk control options by high-lighting hazardous conditions.

Welcome to IRIS report wizard

You will now be guided through the reporting process to ensure that all relevant information is captured

 Start by giving the report a title

Select unit to report from

Vessel/group

Office

Hover the below boxes to read description of each report type

Accident
Has an incident occurred which has caused injury / damage to

- People
- Property
- Service
- Environment

Loss	Incident	Immediate causes	Root causes	Improve control
Unplanned harm or damage to • People • Property • Service • Environment	Unplanned event, for example a rapid release of energy	Substandard practices Substandard conditions Hazardous conditions	Factors related to • System • Management • Competence • Individual	How to improve • Systems • Standards • Compliance
↓	↓	↓	↓	↓
Accident	Near Accident	Non Conformity	Observation	Improvement suggestion

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RISK ASSESSMENT



The IRIS Risk Assessment module supports the process of identifying potential hazards and implementing countermeasures for risk mitigation. The ISM code states that all experienced or observed risks must be assessed and appropriate actions be taken,

and with the Risk Assessment module these observations and actions can easily be documented. Templates can be defined for routine jobs, work permits or other types of repeated operations.

Edit scenario

Hazard

Description

Consequence

Description

Describe in brief what could be the consequence. If there are multiple consequences for this hazard, enter one here and click Add another consequence below

First Assessment

Hover each row to see the definition

LIKELIHOOD

1. Rarely

2. Remote

3. Occasional

4. Frequent

5. Almost certain

SEVERITY

1. Negligible

2. Minor

3. Moderate

4. Major

5. Extreme risk

Severity: Negligible

Work related injury: No Potential for Injury

Loss of Containment: Potential for Spill

Environment: Potential for Damage to Environment

Damage to Property/Financial Loss: Potential for Damage to Property

Security: Potential for Act of Terrorism

Impact on reputation: Potential for complaints from local community

Likelihood: Rarely

Unlikely to occur. May occur only in exceptional circumstances

RISK CATEGORY

RISK VALUE

ACTION

Negligible

1

Risk is as low as acceptable. No action is required.

Minor

2 - 4

No additional controls are required. Monitoring is required to ensure controls are maintained.

Moderate

5 - 8

Efforts should be made to reduce the risk. Risk reduction measures should be implemented within a defined time period. When the medium risk is associated with extremely harmful consequences, further assessment may be necessary to establish more precisely the likelihood of harm as a basis for determining the need for improved control measures. If residual risk remains at medium (5-8), proceed with extreme caution.

Major

9 - 12

Work should not be started until the risk has been reduced. Consider available resources, which may have to be allocated to reduce the risk. When the risk involves work in progress, urgent actions should be taken.

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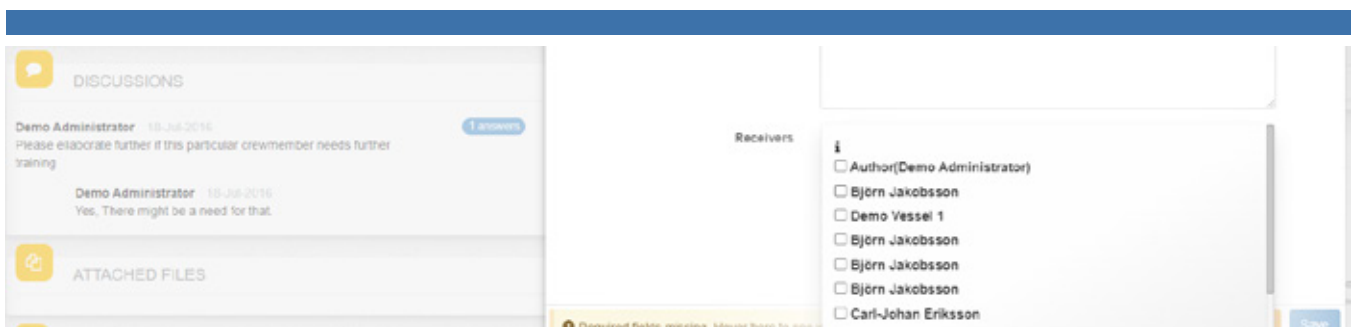
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DISCUSSIONS



Thanks to the Discussions-feature, communication between team members and stakeholders has never been easier. Discussions can be used in different modules to keep the workflow streamlined and the decision process transparent for everyone involved. This feature is an excellent tool when considering risk control options or planning inspections, keeping everybody in the loop and lets all team members contribute.




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ACTIONS



The actions-feature can be used in various IRIS modules to delegate tasks and set their respective due dates. Users are able to oversee all of their assigned tasks, and via the Discussions-feature, the user responsible will be able to communicate with the task administrator in matters related to the action in question.


ACTIONS

DESCRIPTION	RESPONSIBLE
 Remove and throw away rag	
 Clean the deck	Björn Jakobsson
 Change procedures for cleaning after job	Björn Jakobsson

General

Description of action

Responsible

Due date

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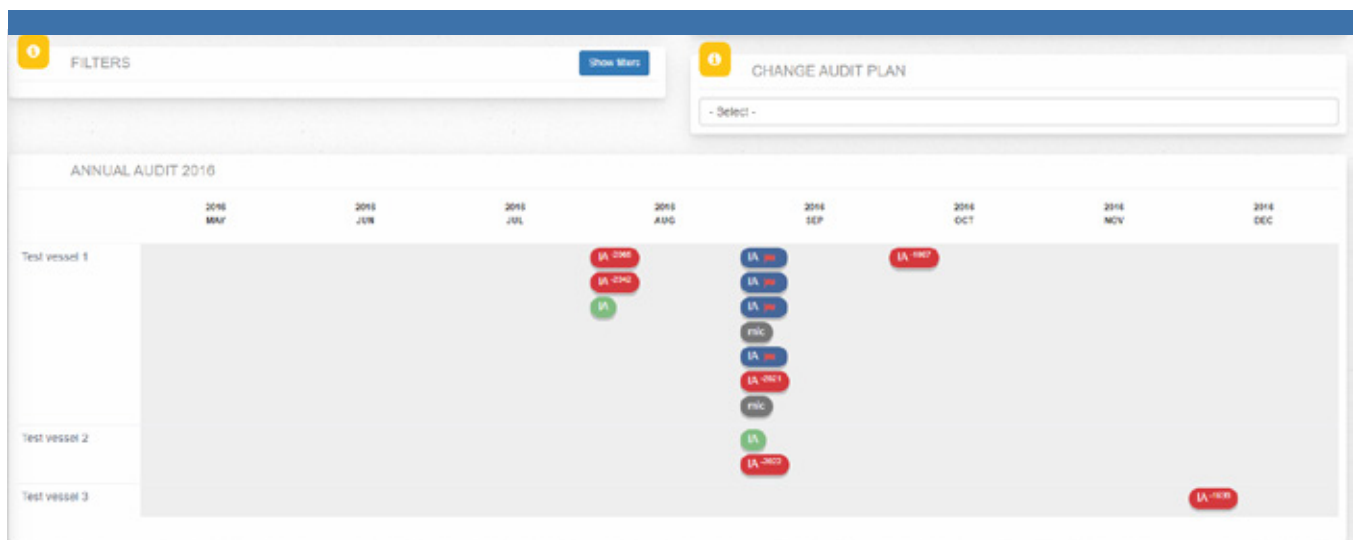


INSPECTIONS & AUDITS



In IRIS you can handle all type of inspection, reports, from Internal ISM/ISPS/MLC audits to Flag State inspections, SIRE & CDI inspections and Port State controls. Audits and inspections can be very extensive, but thanks to the sophisticated Audit module

IRIS provides powerful features for management and planning of inspections and audits in the office. All work can be performed completely paperless through tablets or phones during execution onboard.



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EXPERIENCE TRANSFER



Experience transfer is considered a very important part when establishing a company's safety and quality index. With IRIS, exchange of experiences and knowledge is made simple thanks to the system's built-in functions.

Some of these functions include: access to Foresea.org, an external, unique and extensive database of incident reports, the IRIS Lessons Learned module and IRIS Users Meet where IRIS users meet and share their experiences.



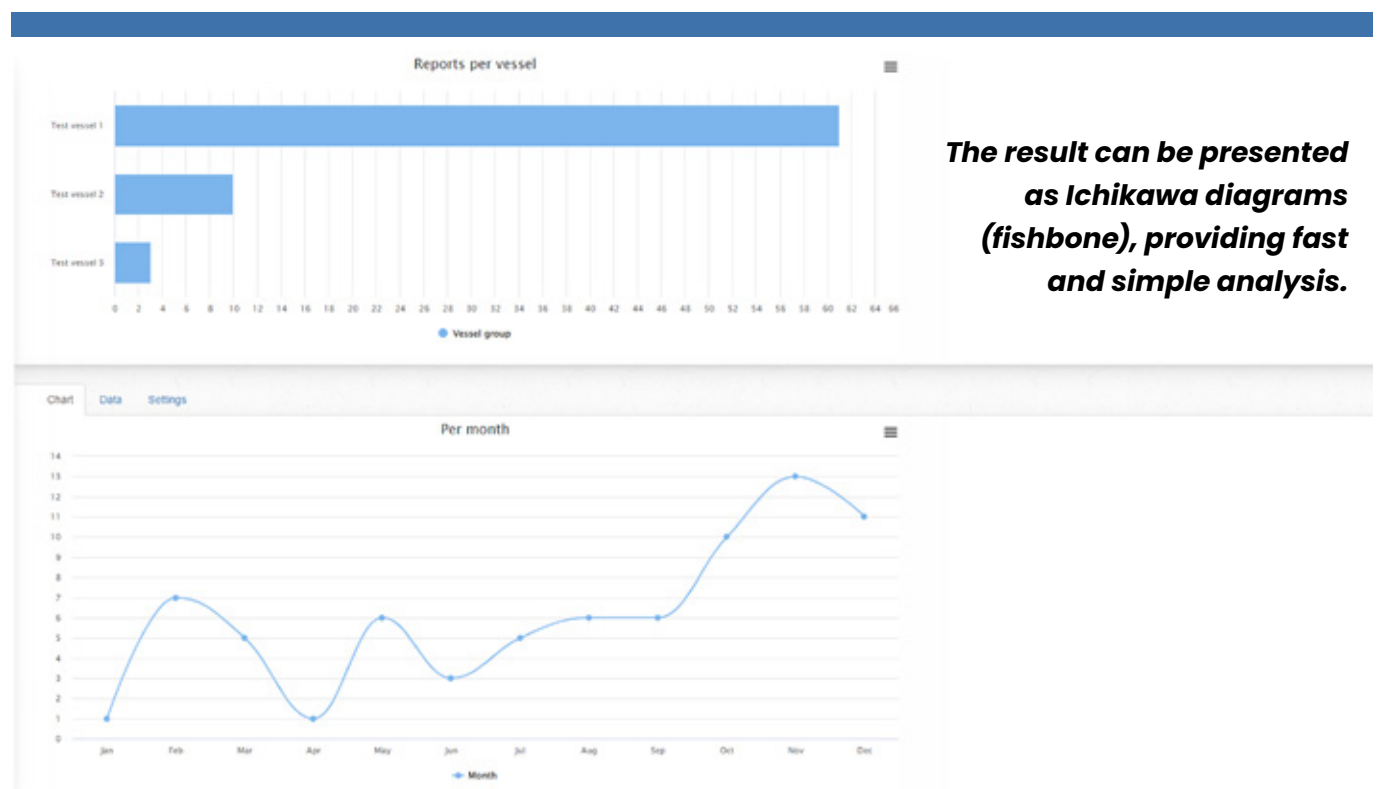
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SEARCH & ANALYSIS



Reports and other documentation is stored in the IRIS database and is easily accessed through the IRIS Search function. Search results are presented in such a way that analysis of risks, causes, measures and risk control options is a breeze.

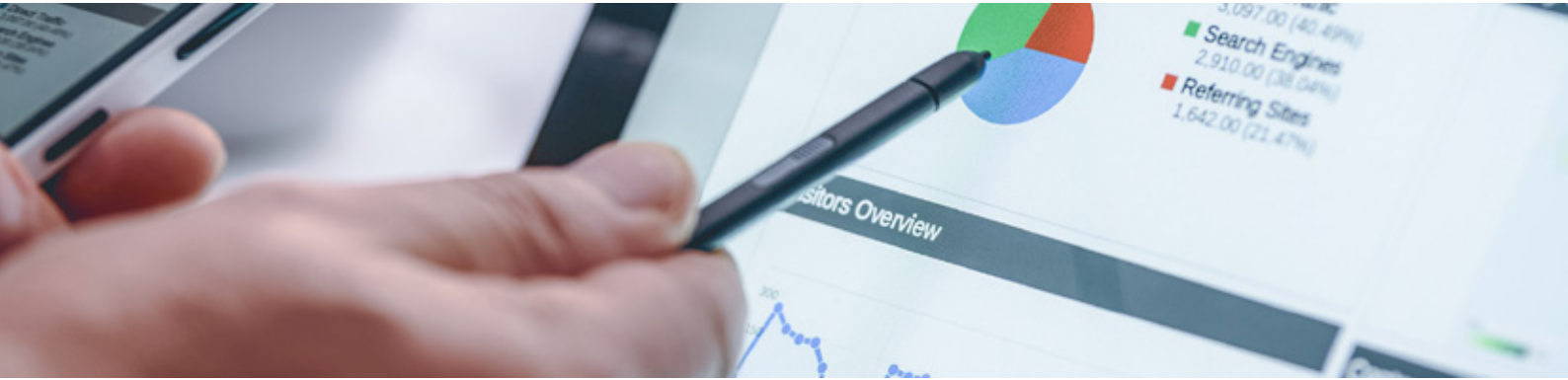


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KPI'S & STATISTICS



Key performance indicators are an excellent way to benchmark safety performance and continuous improvements between ships, fleets and companies. The IRIS KPI's/Statistics module allows for quick and easy measurements and compilations of KPI's from within the IRIS database. The results can be displayed in a number of ways depending on the data and situations wherein they are to be presented.

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LESSONS LEARNED



A Lesson Learned is knowledge and understanding gained by experience. Frequent lessons learned highlight strengths and weaknesses in planning, design and implementation that affect performance, outcome and impact. In IRIS, the Lessons Learned module provides a tool

to define, store and share experiences, considered important for other users. The module is an important part in experience transfer. Lessons Learned can be defined by their own as stand-alones, or as a result from a an accident or incident report.

SAFETY FLASHES

Search...

TITLE	DATE	
New COVID-19 strain detected	2020-12-22	CF + -
Fire in Ballast Room	2020-10-29	CF + -
Safety Flash - MOB-boat devit failure - REVOKED 2020-07-01	2020-05-28	CF + -
Safety Flash - Fork Lift Accident - update 2020-05-28	2020-05-28	CF + -
Safety Flash - Fork Lift Accident	2020-04-21	CF + -
Accident - Crewmember hit by vehicle in port	2019-11-20	CF + -

SAFETY BULLETINS

Search...

TITLE	DATE	
SAFETY BULLETIN #1.1 2022 - COVID-19 CONTINUITY PLAN (2022-03-07)	2022-03-07	CF + -
SAFETY BULLETIN #1 2022 - COVID-19 CONTINUITY PLAN (2022-01-10)	2022-01-10	CF + -
SAFETY BULLETIN #1.4 2021 - COVID-19 CONTINUITY PLAN	2021-10-04	CF + -
SAFETY BULLETIN #3 - 2021 - ECDIS ASSISTED GROUNDINGS	2021-07-23	CF + -
SAFETY BULLETIN #1.3 2021 - COVID-19 Continuity Plan	2021-05-25	CF + -
SAFETY BULLETIN #1.2 2021 - COVID-19 Continuity Plan	2021-05-05	CF + -

OVERVIEW

- Safety Flashes (5)
- Safety Bulletins (24)
- Lessons Learned from Near misses (29)
- Lessons learned from Accidents (34)
- Lessons Learned (17)
- External Investigations (2)
- External Safety Bulletins (3)

ICON EXPLANATIONS

- 👁 - Not published (0)
- Click on eye to filter lists for unpublished
- 🔴 - One or more overdue action(s) (0)
- 🟡 - One or more action (s) due in less than 14 days (0)
- 🟢 - All corrective actions completed (0)
- Click on each tag above to filter lists per tag color
- Bold text** indicates unread lesson learned.
- 💬 - You have commented on this lesson learned

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CERTIFICATES




















With IRIS' Certificates module you can rest assured knowing that all your systems and on-board equipment has valid and up-to-date certificates that also are easy to oversee. The module offers checklists and automatic warnings well in advance before due dates.

Test vessel 1 Missing certificates

☐ Show only missing certificates

☐ Show only certificates with flag

Search...

BINDER	TAB	NAME	LAST SURVEY	WINDOW OPEN	WINDOW CLOSE	EXPIRES	
		SMC	28-Mar-2022	28-Mar-2020	-	28-Mar-2025	  
		Safety Equipment	28-Mar-2022	28-Feb-2025	-	28-Mar-2025	  
	0	Safety Equipment	19-Dec-2017	10-Jul-2018	10-Jan-2019	10-Oct-2020	  
	0	Minimum Safe Manning	-	-	-	-	
	0	Safety Equipment	-	-	-	-	
1. Main	1	EPIRB	28-May-2020	-	-	-	  
	1	Class cert	-	-	-	-	
	test	test	27-May-2020	30-Sep-2019	-	30-May-2020	  
	Vessel cert	A1 Annual test 1	28-Mar-2022	01-Nov-2022	01-May-2023	01-Feb-2024	  
		Safety Equipment	-	-	-	-	

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FORMS & CHECKLISTS



Planning, execution and follow-up of your daily work is made simple with the Forms & Checklist module. Pre-defined agendas, protocols and questionnaires help you stay on top of things and can also be set up for recurring events such as meetings and Master relief reports.

Weekly HSEQ Meeting

Date:

Vessel:

Office:

Location:

Company:

Author:

Responsible:

Items Attached files

↓ Last meeting date: Next meeting date:

↓ Attendees:

↓ Any new things on the agenda? ☐ Yes ☐ No Are you Bjorn? ☒ Yes ☐ No

↓ Har maskinen smörjts varje dag? Om nej, varför? ☐ Yes ☐ No

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WORK PERMIT



The IRIS Work Permit module will simplify the permission process with easy-to-use wizards and a logical workflow. IRIS includes a complete system for all types of work permits including Hot Work, Cold Work, Work Aloft and Confined Spaces. The system also keeps track

of ongoing isolations, for example electrical isolation. The module can print Toolbox talks, Job cards and Isolation tags as well as keep track of the length of validity, status of paused jobs and has a “Stop the Job”-function that can be used at all times.

ONGOING JOBS

NR.	TASK	AREA	UNIT	START	PLANNED END
PTW-200002-00	Working aloft	Accommodation	Test vessel 1		<div><div></div><div>View</div></div>

PAUSED JOBS

NR.	TASK	AREA	UNIT	PAUSED SINCE
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UPCOMING JOBS

NR.	TASK	AREA	UNIT	PLANNED START	PLANNED END
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ONGOING ISOLATIONS

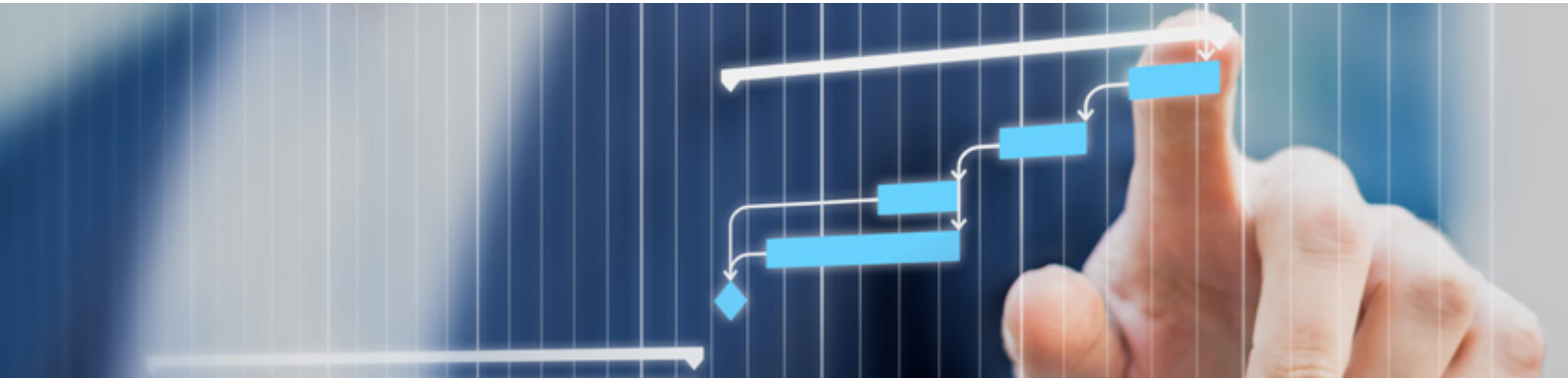
NR.	TASK	AREA	UNIT
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MANAGEMENT OF CHANGE



A module designed to make transitions during change hassle-free, easy and safe. Whether it's operational or regulatory change, long term or temporary the Management of Change module helps you make change visible, understandable and crystal clear to everyone.

STAGE 1 - CHANGE REQUEST

1) Completed by Change Requestor

2) Verified by Change Owner – person responsible for implementation of change

3) Approving Authority – as per residual risk level, Change Owner's next in rank

Type of change

☐ Permanent

☐ Temporary

Emergency

☐ Yes ☐ No

MOC PLANNED DATES

Change Implementation from

aaaa-mm-dd

Change Implementation to

aaaa-mm-dd

Change Effective from

aaaa-mm-dd

Change Effective to
(Select N/A for Permanent Change)

aaaa-mm-dd

☐ N/A

Change Requestor (Name)

Change Requestor (Rank)

Change Owner (Name)

Change Owner (Rank)

Approving Authority (Name)

Approving Authority (Rank)

Note: Emergency MOC is when safety could be jeopardized by waiting for completion of the formal MOC process. In an emergency situation, the change should be reviewed to the best of the staff's abilities. The focus should be on the immediate risks only. Go to 2.3 directly.

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