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# Advanced ISM Code Lead Auditor and DPA Roles Training Course

13 – 24 December 2026
Doha

# Advanced ISM Code Lead Auditor and DPA Roles Training Course

**Ref:** 352_12275 **Date:** 13 – 24 December 2026 **Location:** Doha **Fees:** 9900 GBP

ISM Code Lead Auditor and DPA Roles is an advanced 2-week training course for Designated Persons Ashore, ship managers, marine superintendents and safety management system auditors, built around one work product: a Fleet ISM Audit and DPA Oversight Plan linking audit schedules, non-conformity trends and escalation routes. Port state inspections and charterer vetting increasingly trace incidents back to weak shore-side oversight. Jupiter Prime Training built this course for the people who provide that oversight.

## Why ISM Code Lead Auditor and DPA Roles Matter Now

The International Safety Management ISM Code, adopted by the International Maritime Organization IMO, requires every shipping company to operate a documented safety management system, verify it through internal audits and appoint a Designated Person Ashore DPA with direct access to top management. Charterers, insurers and flag inspectors now read audit records and DPA reports as evidence of safety culture, not paperwork. Fleets with sharp audits and empowered DPAs catch drift in procedures before it becomes a casualty; those without them face detentions, lost charters and serious accidents at sea.

## Who Gains Most from ISM Code Lead Auditor and DPA Roles

- Designated Persons Ashore who monitor safety and pollution prevention across a fleet
- Marine and technical superintendents who close shipboard non-conformities
- Ship managers accountable for the safety management system and its resources
- Internal ISM auditors who plan and lead shipboard and office audits
- Quality and HSEQ leads who prepare management review inputs

A shore-side safety cell from one ship manager, the DPA with superintendents and auditors, gains most when its members attend together and agree a single audit and escalation rhythm.

## ISM Code Lead Auditor and DPA Roles Capabilities

The outcomes connect shipboard practice with shore oversight and the decisions only management can take.

- Assess a safety management system against each element of the ISM Code — company management
- Design a risk-based fleet audit schedule for ships and offices — the DPA and fleet managers
- Lead opening meetings, interviews and closing meetings on board — masters and chief engineers
- Specify non-conformities and observations with objective evidence — superintendents
- Test whether corrective actions remove root causes — recurrence across the fleet
- Communicate DPA escalations and audit trends to top management — management review decisions

## Key ISM Code Lead Auditor and DPA Roles Terms

- Safety management system — the documented company system that puts safety and environmental protection policy into practice ashore and on board.
- Designated Person Ashore — the person with direct access to top management who monitors safety and pollution prevention aspects of each ship.
- Non-conformity — an observed situation where objective evidence shows a specified requirement of the safety management system has not been met.
- Major non-conformity — a deviation posing a serious threat to people, ship or environment, needing immediate corrective action.
- Objective evidence — verifiable records, statements of fact or observations that show whether a requirement is fulfilled.
- Master's review — the periodic evaluation by the master of the safety management system on board, reported to the company.

## ISM Code Lead Auditor and DPA Roles Day by Day

### Day 1: The ISM Code and Company Accountability

- ISM Code Structure and Elements — Company Duties Ashore and Afloat
- Safety and Environmental Protection Policy — Commitment Expressed as Objectives
- Company Responsibilities and Authority — Who Owns Each Procedure
- Document of Compliance and Safety Management Certificate — Verification Cycle
- Lessons From Maritime Casualty Investigations — Shore Oversight Failures

### Day 2: The Designated Person Ashore in Depth

- DPA Mandate and Direct Access to Top Management — Escalation Authority
- IMO Guidance on DPA Qualifications — Experience and Training Expectations
- DPA Monitoring Toolkit — Ship Visits, Reports and Indicators
- Conflict Between Commercial Pressure and Safety — Protecting DPA Independence
- DPA Report to Management — Format, Frequency and Follow-Through

### Day 3: Shipboard Operations and Emergency Readiness

- Master's Responsibility and Overriding Authority — Decisions Under Pressure
- Shipboard Operations Plans and Checklists — Critical Task Identification
- Emergency Preparedness Drills — Scenario Selection and Drill Records
- Critical Equipment Maintenance — Standby Systems and Planned Maintenance
- Crew Familiarisation and Manning Resources — Competence Evidence on Board

### Day 4: Hazard Reporting and Incident Learning

- Near-Miss and Hazardous Occurrence Reporting — Just Culture Choices
- Incident Investigation on Board — Sequence of Events Reconstruction
- Root Cause Tools for Marine Incidents — Human and Technical Factors
- Fleet-Wide Lessons Circulars — Sharing Learning Across Vessels
- Risk Assessment of Shipboard Tasks — Controls Before Work Starts

## Day 5: Planning ISM Internal Audits

- Fleet Audit Plan Scheduling — Ships, Offices and Risk Weighting
- Auditor Competence and Independence Rules — Who Audits Which Vessel
- Audit Plan and Checklist Preparation — Element Coverage and Sampling
- Document Review Before Boarding — Previous Findings and Inspection Reports
- Audit Logistics in Port and at Sea — Minimising Operational Disruption

## Day 6: Leading the Audit on Board and Ashore

- Opening Meeting With the Master — Scope, Timing and Interviews
- Interview Techniques With Officers and Ratings — Open Questions and Verification
- Observation of Drills and Operations — Comparing Practice With Procedure
- Record Sampling — Logbooks, Permits and Maintenance Histories
- Closing Meeting Conduct — Presenting Findings Without Dispute Escalation

## Day 7: Non-Conformities and Corrective Action

- Non-Conformity Statement Writing — Requirement, Evidence and Gap
- Grading Findings — Observation, Non-Conformity or Major Non-Conformity
- Corrective Action Requests — Containment, Root Cause and Prevention
- Verification of Corrective Action Effectiveness — Closing or Reopening Findings
- Non-Conformity Trend Analysis Across the Fleet — Systemic Weakness Signals

## Day 8: Lead Auditor Responsibilities

- Audit Team Leadership — Allocation of Elements and Daily Briefings
- Managing Difficult Auditees — Defensive Masters and Office Departments
- Audit Report Compilation — Evidence, Conclusions and Recommendations
- Auditing the Shore Office — Personnel, Procurement and Document Control
- Preparing for External ISM Verification — Readiness Review Before Audits

## Day 9: Management Review and Continual Improvement

- Management Review Inputs — Audits, Master's Reviews and Incident Data
- Safety Performance Indicators for Fleets — Leading and Lagging Measures
- Resource Decisions From Review Outcomes — Crewing, Training and Maintenance
- Document Control and Procedure Revision — Keeping Manuals Usable
- Change Management for Ships and Procedures — New Vessels and Routes

## Day 10: Practising the Fleet ISM Audit and DPA Oversight Plan

- Mock Shipboard Audit — Applying Opening, Interview and Closing Techniques
- Finding Grading Exercise — Applying Non-Conformity Classification to Case Evidence
- DPA Escalation Simulation — Applying Direct Access to Top Management
- Management Review Pack Drafting — Applying Fleet Trend Analysis
- Fleet ISM Audit and DPA Oversight Plan — Schedule, Indicators and Escalation Routes

## Applying ISM Code Lead Auditor and DPA Roles After the Course

- Rebuild the fleet audit schedule using risk weighting for vessel age, trade and previous findings, and agree it with the DPA.
- Run a non-conformity trend analysis across the last cycle of audits and present the systemic weaknesses at the next management review.

## ISM Code Lead Auditor and DPA Roles Questions FAQ

### What do ISM Code lead auditor and DPA roles involve, and why do they matter now?

They cover leading internal audits of a company's safety management system and acting as the Designated Person Ashore who links ships to top management. They matter now because inspectors, charterers and insurers judge safety culture through audit records and DPA oversight.

### Which roles gain most from ISM Code lead auditor and DPA roles training?

Designated Persons Ashore, marine and technical superintendents, ship managers and internal ISM auditors gain most. They plan audits, close non-conformities and decide what reaches top management.

### How does ISM Code lead auditor and DPA roles training differ from an ISM Code awareness course?

An awareness course explains what the ISM Code requires. This advanced course trains people to lead audits, grade findings, verify corrective action, exercise DPA escalation and feed management review across a fleet.

### What do you bring back from ISM Code lead auditor and DPA roles training?

You bring back a fleet audit schedule, a non-conformity grading guide, a DPA escalation route and a management review pack outline, all ready to adapt to your company's vessels and offices.

## ISM Code Lead Auditor and DPA Roles: The Way Forward

The Fleet ISM Audit and DPA Oversight Plan first informs which vessels are audited next and how findings reach top management. The DPA owns it, superintendents act on it and auditors execute it. After a full audit cycle, revisit the risk weighting and safety indicators against detentions, incidents and vetting results to see whether oversight is landing where risk is highest.