

Brochure Short Courses

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- Process Operation and Industrial Maintenance
- Safety Courses
- Maritime Courses
- Port & Shipping Courses
- Management Courses
- Total Quality Management

Putting People First

Education and High-End Training

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General Conditions

- All courses will be taught in English. Therefore, all participants should have sufficient knowledge of the English language.
- The cost of the courses mentioned in this brochure is per person.
- The full amount of the course fees must be paid to IMCO prior to the start of the course.
- IMCO has always the right to cancel a course if there are not enough participants. Course fees already paid to IMCO will be refunded if the course is cancelled completely.
- In the event of complaints about the course content and/ or IMCO staff, the complaints should be sent to IMCO in writing only.
- All course material used during the course and this short course brochure carries the copyright of IMCO. No part of the course material may be reproduced, stored in a retrieval system or transmitted in any form or by any means without prior written permission from IMCO.
- All short courses are approved by the Ministry of Manpower.

Q5 Quality Education

For whom

This course is for Process Operators, Supervisors and Engineers.

Objective(s)

The outcome is greater job satisfaction, reduced hassles, and personal skills development that make the employee more useful to the organization.

Summary

The concept of “All Work is a Process” personalizes the need for improvement and permits the individual employee to examine situations in their own work that impact co-workers and customers. Quality education also incorporates teamwork concepts and techniques for facilitating team meetings to promote cooperation and communication.

Training information

Quality Education training is the best effective tool in fulfilling the individual's need/commitment to improve and enabling the individual to respond to the organizations need/commitment to improve. Every employee is given training in quality thinking.

Training information

The duration of the course is 2 days. All relevant course material will be provided.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 250 /-.

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Q4 Statistical Process Control

For whom

This course is for Process Operators, Supervisors and Engineers.

Six-Sigma is a project-centred methodology for improving work processes. The Six Sigma improvement model (Define, Measure, Analyze, Improve, and Control) incorporates many well-known quality improvement techniques.

Objective(s)

After completing this course you will:

- Understand the statistical concepts underpinning Statistical Process Control (Six Sigma)
- Understand the effects of variation on processes and be able to use that understanding to make sound decisions
- Be able to conduct Process Capacity Studies and apply Control Charts in your workplace
- Interpret the output of Statistical Process Control methods effectively avoiding misconceptions and identifying opportunities for process improvement

Summary

After completing this course you will:

- understand the statistical concepts underpinning Statistical Process Control
- understand the effects of variation on processes and be able to use that understanding to make sound decisions
- be able to conduct Process Capability Studies and apply Control Charts in your workplace
- interpret the output of Statistical Process Control methods effectively, avoiding misconceptions and identifying opportunities for process improvement

Training information

Statistical process control is the application of statistical methods to identify and control the special cause of variation in a process. Statistical Process Control (SPC) is the equivalent of a histogram plotted on its side over time. Every new point is statistically compared with previous points as well as with the distribution as a whole in order to assess likely considerations of process control (i.e. control, shifts, and trends). Forms with zones and rules are created and used to simplify plotting, monitoring, and decision making at the operator level. SPC separates special cause variation from common cause variation in a process at the confidence level built into the rules being followed (typically 99.73% or 3 sigma).

Training information

The duration of the course is 2 days. All relevant course material will be provided.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 250 /-.

Q3 Delivering the Goods

For whom

This course is for managers and supervisors.

Objective(s)

The foundational concepts of the Quality Improvement Process are the Four Absolutes of Quality.

- Quality is conformance to requirements
- Quality control and monitoring is preferable to quality inspection
- Zero defects is the quality performance standard
- Quality is measured in monetary terms – the price of non-conformance

The first of these absolutes is that Quality is defined as “Conformance to Requirements”.

Train people to promote a focus on understanding customer expectations, translating those expectations into measurable requirements, developing products and service that meet these requirements 100% of the time.

Summary

The outcome for the internal and external customer is improved satisfaction, reliability of product and service, elimination of costly “second efforts” and the potential for cost saving to be shared with the customer.

Training information

The duration of the course is 1 day. All relevant course material will be provided.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 125 /-.

Introduction

Soar with IMCO towards excellence!

IMCO offers short courses for companies active in the port, shipping, transport, logistics, oil, gas, and petrochemical process industries, that want to have the best educated, trained and certified employees to perform their operations.

For these industries, IMCO is the only high-quality training institute in the GCC region. We allow your company to outsource any of your training needs with ease and confidence. In return you will get well trained employees, prepared to do their jobs even better.

We offer more than 70 different short courses at all levels. We deliver practical skilled personnel, directly able to make a contribution to your company’s operations and management.

We understand that your company is unlike any other company, and that your company has specialized demands regarding personnel.

Whenever you require customized theoretical and practical courses, IMCO offers you this unique possibility.

Our team of specialists is always willing to compose the training or course content by mutual agreement with you.

Short courses can be conducted in various places: Muscat, Sohar, Salalah, Sur or in your company, depending on the demand and need for training equipment (like simulators) during the course.

Facilities in IMCO

IMCO has a wide variety of state-of-the-art equipment to enhance its programmes. Some of these include:-

- Pilot process plant
- Distillation plant
- Process simulator
- Distillation simulator
- Mechanical and electrical workshop
- Bridge simulators
- Engine room simulator
- Tanker cargo simulator
- Chemistry and physics lab
- ICT lab
- Navigation lab
- Seamanship lab

Putting People First

Process Operation and Industrial Maintenance



Code	Title
FFT	Foundation Fieldbus Technology
FFED	Foundation Fieldbus Engineering & Design
FFH	Foundation Fieldbus Hands-on
GT	General Technology
BO	Basic Operator
BPO	Basic Process Operator
MO	Mechanical Operator
TTO	Tanker Terminal Operator
BES	Basic Electrical Switching
EFCD	Electrical; Field Instruments, Control & Documentation
MFC	Mechanical; Field Instruments, Control & Documentation
IFCD	Instrumentation; Field Instruments, Control & Documentation
HPE	Hydraulic and Pneumatic Engineering
OPR	Oil Products and Refinery Process
DT	Distillation Technology

Q2 Cost of Quality Training

For whom

Calculating the Price of Non-conformance is ideal for:

- Senior Management – Executives seeking to learn or re-learn the language of Quality as it measures the high price of non-conformance;
- Quality Professionals – Specialists in organizations who want to learn the practical application of proven Quality Management methodologies;
- Corrective Action Teams – Employees taking the lead in improving performance through understanding and reducing the price of non-conformance.

Most organizations spend 25-40% of operating cost in non-valued activities (the Price of Non-conformance) because requirements are not clear, communicated and constantly met. Implementation of the Quality Process results in a planned and steady reduction of the Price of Non-conformance, reducing cost and providing capacity to grow the business without the need for additional capital and staff.

Objective(s)

Train management and give them the tools for quality improvement, to apply the basic precept of Prevention Management in every area. This is aided by viewing all work as a process or series of actions conducted to produce a desired result. We will learn them to build a process model to ensure that clear requirements have been defined and understood by both the supplier and the customer.

Training information

The duration of the course is 2 days. All relevant course material will be provided.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 250 /-.

Q1 Philip Crosby

For whom

Quality education begins with training Senior Management (Leadership Team). This provides the overall direction and strategy for the leadership time and the tactics needed to implement quality improvement for the organization.

Objective(s)

This course is about the philosophy of Philip Crosby quality within companies and at any level. The objectives are:-

- Creation of awareness of your company's output
- Showing the importance of having a Quality System in your company

Subject(s)

- Commitment to quality
- Introduction of quality improvement teams
- Assessment and evaluation of quality awareness/ concern of employees
- Raising quality awareness/ concern to employees
- Taking actions to correct problems
- Establishing a committee for a zero defect programme
- Training supervisors
- A "zero defect day"
- Encouraging employees
- Recognizing participants
- Establishment of Quality Councils
- The cycle of quality improvement

Summary

Implementation of the Quality Improvement Process will take from 6-18 months depending on the time commitment of management and the scheduling of employee education. IMCO trainer provides on-site consulting assistance to ensure that clients apply the concepts of Quality Management to achieve measurable results, if required.

Training information

The duration of the course is 5 days. Every participant receives a file with the course material.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 500 /-.



FFT Foundation Fieldbus Technology

For whom

This course is for everybody involved in a project where Foundation Fieldbus technology has been implemented.

Objective(s)

The objective of the course is to get familiar with Foundation Fieldbus technology and how it works.

Subject(s)

- What is Fieldbus
- Understanding the technology
- Comparing 4-20 mA, Smart and Fieldbus instrumentation
- Device descriptions and interoperability
- Installation aspects
- Components
- Devices on a segment
- Cabling aspects
- Operational aspects
- Advantages in respect to operations and maintenance.

Training information

The duration of the course is 2 days. The training will be provided by certified trainers from the STC-Group, Rotterdam, the Netherlands. All relevant course material will be provided.

Assessment and graduation

All participants receive a certificate of attendance. The certificate will be issued by the STC-Group, Rotterdam, the Netherlands

Number of participants

The minimum number of participants is 6.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please ask for a quotation.

For whom

This course is for everybody involved in a project where Foundation Fieldbus technology has been selected.

Objective(s)

The objective of the course is to familiarize with Foundation Fieldbus technology in a project. Participants will learn how to calculate aspects within a Foundation Fieldbus project and which aspects are important when this technology has been selected for a project.

Subject(s)

- Explosion protection
- Cable calculations
- Ex-d concept
- Ex-i concept
- Ex-e/ Ex-i concept
- FISCO - Fieldbus Intrinsic Safety Concept
- FNICO - Fieldbus Non-incendive Concept
- Project documentation

Training information

The duration of the course is 2 days. The training will be provided by certified trainers from the STC-Group, Rotterdam, the Netherlands. All relevant course material will be provided.

Assessment and graduation

All participants receive a certificate of attendance. The certificate will be issued by the STC-Group, Rotterdam, the Netherlands

Number of participants

The minimum number of participants is 6.

Location

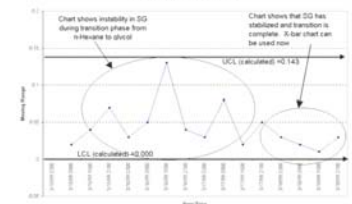
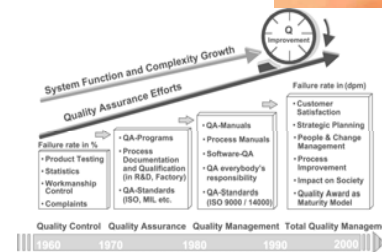
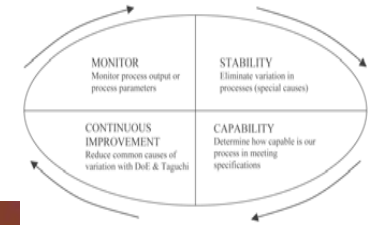
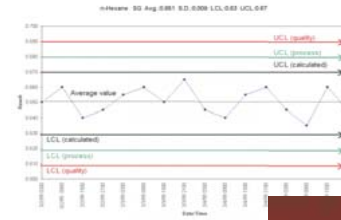
The course can be organised on your premises or at the facility of IMCO.

Cost

Please ask for a quotation.

Total Quality Management

- | | |
|-------------|------------------------------------|
| Code | Title |
| Q1 | Philip Crosby |
| Q2 | Cost of Quality Training |
| Q3 | Delivering the Goods |
| Q4 | Statistical Process Control |
| Q5 | Quality Education |



HRDM Human Resource Development and Human Resource Management

For whom

Managers in the port and shipping industry become more and more aware that people are their most valuable assets and that good Human Resources Development can increase their employee's performance. Good performance is based on knowledge, skills, abilities and attitudes.

Good performance is more than productivity alone; it means also: do what your customers need – and do it right the first time. Well performing human resources can become a “competitive advantage”.

Subject(s)

- Organisations: key elements; developments, privatization and commercialisation processes.
- Management and leadership: human needs and motivation; developments; management information.
- Teams: importance, especially self-motivated teams; how to compose successful teams; how to overcome deficiencies?
- Project management: change management: goals and objectives; how to select, organise and execute a project.
- Time-management and delegation: policy, objectives and strategy, relating to “why, what and how”.
- Communication (in teams): body language; assertiveness; negotiation; presentation techniques with tips and tricks.
- HRM tasks and systems: skills vs. organisation needs; manpower plans, job description; recruitment/ decruitment, retention, succession planning; performance assessment and reward systems; communication with unions.

Training information

Your company is unlike any other company. Therefore we will customize your needs first.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.



FFH Foundation Fieldbus Hands-on

For whom

This course is for everybody involved in a project where Foundation Fieldbus has been selected.

Objective(s)

The objective of this course is to familiarize with implementing Foundation Fieldbus technology using several host systems utilized in the (process) industry. The participant learns how to implant power supplies, cabling and devices in hostsystems.

Subject(s)

- Electrical measurement and cases
- Building a segment
- Use National Instruments busmonitor and configurator
- Implementing devices on different host systems including Emerson, Yokogawa, Smart and Honeywell
- Building a control strategy
- Replacing devices with same type and supplier
- Replacing devices with different type and and/ or supplier

Training information

The duration of the course is 3 days. The training will be provided by certified trainers from the STC-Group, Rotterdam, the Netherlands. All relevant course material will be provided.

Assessment and graduation

All participants receive a certificate of attendance. The certificate will be issued by the STC-Group, Rotterdam, the Netherlands

Number of participants

The minimum number of participants is 6.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please ask for a quotation.

GT General Technology

For whom

This course will be of the benefit for those looking for a job in the industry and need a general knowledge of technology.

Objective(s)

Upon completion of the training the participant should be able to:

- Acquire basic technical knowledge of machines, equipment and tools
- Prevent and resolve simple defects
- Understand technical instructions
- Read and understand technical drawings.

Subject(s)

During the training the following subjects will be dealt with:

- Mechanical engineering concepts
- Blueprint reading
- Energy carriers, metals and synthetic materials
- Mechanical transmissions, pumps, compressors and engines
- Introduction to industrial automation.

Training information

The duration of the training will be 10 days or 20 evening sessions, including 1 day practical training. All relevant course material will be provided.

Assessment and graduation

Upon request the course participants will have a short exam of one hour. Participants having more than 55 per cent will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 700 /-.

GMPM General Management and Project Management

For whom

Managers need to develop an understanding of the managerial context in which logistics decisions are taken within different companies. Important aspects are:

- The behavior and development of companies involved in the supply and the demand of logistics services (e.g. multi modal transport companies and production and trading companies);
- The way those companies are managed and organized;
- General trends and developments influencing the business environment;
- How companies react to changes in their environment;
- How companies adopt new opportunities in their business.

Managers also must be able to apply a wide range of management techniques for problem definition, measurement, analysis, improvement and control within their organizations.

This knowledge and these skills are not only useful for managers. They can also serve as a background for teachers, enabling them to teach their specific logistics and transport subjects in a more realistic and up-to-date manner.

Course content

Content course on General Management:

- General introduction: 'What's going on'; Organization culture: 'The behaviour of companies'; Quality management: 'The art of doing the right thing'; Information management: 'Checking our course'; Organization structure: 'Creating structures that work'; Planning Methodology at different management levels: 'Making your vision work'

Content course on Project Management:

- What are projects? Success and pitfalls; Management systems and approach; Scope, work break-down, organization, quality; Managing costs; Time management; Balancing objectives and risks; Preparations and manning; Information systems for project management.

Training information

The General Management Course has a duration of 15 days, and the Project Management Course has a duration of 5 days.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 1.500 /-.

ELS English Language Skills

For whom

The language courses below are for those employed in the shipping, transport, logistics and related industry sectors.

Proper communication is vital in international business. No misunderstanding should arise while purchasing, selling, planning, negotiating. Moreover, many managers, planners, operators must be able to switch easily from one language to another. The consequences of miscommunication can be costly. Approx. 80% of all accidents in maritime shipping are caused by human failure, mostly because of miscommunication.

Our teachers not only have professional knowledge on the various languages, but also have a wide experience in the field of transport, logistics or the industry sector involved. This gives you the unique opportunity to attend language courses, which are specifically focused on your type of business.

Because of our individual approach the courses are highly effective.

Objective(s)

Basically, 4 courses at various levels and with different objectives are provided, which can be tailor made to a customer's specific wishes. These regular courses are:

- Elementary Course English for Transport – all language skills
- English for Transport – intermediate level – all language skills
- English for Transport – upper intermediate/advanced – reading and writing
- English for Transport – upper intermediate/advanced – listening and speaking

Apart from that we are able to offer courses and workshops on specific subjects, amongst others:

- English for pilots (nautical)
- English for VTS (vessel traffic management)
- Standard Marine Communication Phrases (SMCP)
- English for Inland Navigation
- English for the Dredging Industry
- English for Shipbuilding
- Port Terminology

Training information

The duration of the course is 10 days or 20 evening sessions.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Costs

The cost of the course is RO 700 /-.

BO Basic Operator

For whom

This course will benefit those working in or looking for a job as a technician in the field of chemical and petrochemical industries

Objective(s)

Upon completion of the course the participants will have an overview of working as an basic operator in the process industry.

Subject(s)

During training the following subjects will be dealt with:

- Introduction into process technology and process control
- Basic chemistry
- Technical mathematics
- Gas turbines
- Safety
- Introduction into workshop technology
- Rotating equipment

Training information

The duration of the course will be 12 months. Relevant course material will be provided. During the course the participants will undertake both theoretical studies and practical experience.

Assessment and graduation

Every month the participants will be monitored via an exam. Upon successful completion of all requirements the participants will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

BPO Basic Process Operator

For whom

This course will be at the benefit of technical diploma holders looking for a job in the process industry.

Objective(s)

Upon completion of the training participants will be able to work as a basic process operator in the process industry.

Subject(s)

During the training the following subjects will be dealt with:

- Transportation of materials
- Refinery processes and utilities
- Mechanical separation
- Piping and instrumentation diagrams
- Gas turbines and workshop technology
- Instrumentation and process control systems (e.g. DCS)
- Troubleshooting
- Management - communication, self-motivation, team work

Training information

The duration of the course will be 12 months. All relevant course materials will be provided. During the course participants will gain both theoretical knowledge and practical experience.

Assessment and graduation

Every month participants will have a small test. At the end of the training participants who have more than 55 per cent per short exam will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the IMCO training facility, Al Hail, Muscat.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

TBC Team Building and Communication

For whom

The Team Building and Communication course is specially introduced for people from company's top-level management to the shop floor.

Objective(s)

The main objective of this course is to equip people working in a team (in the office or during day and night shifts) with team building and communication skills.

Training information

The duration of the course is 1 day.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 150 /-.

TdT-2 Development of Manuals for Industrial Purposes

For whom

Engineers and senior operators in industrial company.

The success of a company largely depends on the knowledge and skills of its personnel. More companies are considering how to put the knowledge and skills available in the company to optimal use. A tailor made Knowledge System gives all staff essential information needed to do their work more effectively and efficiently.

Objective(s) and Subject(s)

After the training participants will be able to describe:

- The equipment and the interfaces
- The Operation of the processes under normal conditions
- The process variables and constants
- The indications for troubleshooting
- Start-up and shut-down of the process units

Training information

The training will take 10 days or 20 evening sessions. During the training participants will work out some procedures.

Assessment and graduation

At the end of the course participant will have a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 1.250 /-.

MO Mechanical Operator

For whom

This course will be of benefit for technical diploma holders in any field who want to work as a mechanical operator in the process industry.

Objective(s)

Upon completion of the course the participant will be able to work as a basic mechanical operator in the process industry.

Subject(s)

During the training the following subjects will be dealt with:

- Transportation of materials - mixing, filling, mechanical separation, packaging
- Introduction into process control
- Safety
- Machine tools, hand skills and personal skills
- Management - communication, self-motivation, team work

Training information

The duration of the course will be 12 months. All relevant course material will be provided. During the course the participants will gain both theoretical knowledge and practical experience.

Assessment and graduation

Upon request participants will have a small test. At the end of the training participants who have more than 55 per cent per short exam will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

TTO Tank Terminal Operator

For whom

This course will be of benefit for technicians who want to work as a tank terminal operator in the process industry.

Objective(s)

Upon completion of the training the participant will be able to work as a tank terminal operator in the process industry.

Subject(s)

During the training the following subjects will be dealt with:

- Storage - transportation of materials, mixing, filling, packaging
- Introduction into process control
- Safety
- Elementary chemistry, cleaning waste, repair leakages
- Theory small fire extinguishing equipment
- Management - communication, self-motivation, team work.

Training information

The duration of the course will be 6 months. All relevant course material will be provided. During the course the participants will gain both theoretical knowledge and practical experience.

Assessment and graduation

Upon request participants will have a small test. At the end of the training participants who have more than 55 per cent per short exam will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

TdT-1 Train-the-Trainer for Technical Knowledge Transfer

For whom

Engineers, staff of research & development, senior operators, senior maintenance craftsmen who need to transfer their knowledge to colleagues.

The success of a company extensively depends on the knowledge and skills of its personnel. Both management and employees are responsible to obtain the knowledge and skills needed to do their work more effectively and efficiently. Transfer of specific knowledge from the company itself should be transferred by the company to its personnel.

Objective(s)

After the course participants will be able to transfer their knowledge and skills to others.

Subject(s)

During the training the following subjects will be dealt with:

- Basics of communication
- Preparation of lessons
- Teaching strategies and methods
- Presentation skills
- Course development
- Case studies

Training information

The training will take 5 days or 10 evening sessions. All relevant course material will be provided. During the training there will be practical sessions for the participants.

Assessment and graduation

At the end of the course participant will have a short exam of one hour; the participants who have more than 55 points will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

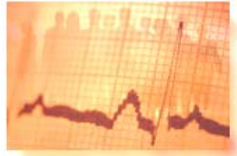
The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 625 /-.

Management

Code	Title
TdT-1	Train-the-Trainer for Technical Knowledge Transfer
TdT-2	Development of Manuals for Industrial Purposes
TBC	Team Building and Communication
ELS	English Language Skills
GMPM	General Management and Project Management
HRDM	Human Resource Development and Human Resource Management



BES Basic Electric Switching

For whom

This course will be of benefit for non-electricians (e.g. maintenance, mechanical, operator) who are regularly confronted with switching technology.

Objective(s)

Upon completion of the training the participant should be able to:

- Understand the electric (relay) switching technology better
- Identify defects faster and resolve them more efficiently
- Work with different measuring instruments

Subject(s)

During the training the following subjects will be dealt with:

Designing diagrams, basic electrical circuits, relay circuits with time functions, measuring instruments and measuring, motors and motor connections, impulse transmitters, control (main) current diagrams, light connections, safety aspect to electricity.

Training information

The duration of the training will be 10 days or 20 evening sessions. Every participant receives a file with the course material.

Assessment and graduation

Upon request the course will be finalised with a small test; at the end of the training participants who have more than 55 per cent per short exam will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 700 /-.

EFCD Electrical; Field Instruments, Control & Documentation

For whom

This course will be of benefit to those who want to or do work in the field of chemical and petrochemical industry as an electrical technician having a technical background.

Objective(s)

Upon completion of the course the participant should be able to:

- Understand the usage of control systems used in process industry
- Understand data communication through networks and field interfaces.

Subject(s)

During the training the following subjects will be dealt with:

- Industrial computer systems and process control
- Differences between various distributed control systems
- Control software and data communication in process control systems.

Training information

The duration of the course will be 3 months. All relevant course material will be provided. During the course the participants will gain both theoretical knowledge and practical experience.

Assessment and graduation

Upon request participants will have small tests. At the end of the training participants who have more than 55 per cent per short exam will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

AN Astra Navigation

For whom

This course is for those who want to learn to navigate (sailing) vessels based on the celestial bodies. This course is the follow-up of the course Theoretical Coastal Navigation.

Objective(s)

Being on the open sea(s) where you cannot see a lighthouse or beacon and without having any kind of electronic navigation equipment, one must rely on the sun and the stars to determine location.

The following subjects are dealt with during the course:

- Ascertain the position, and
- Calculate the course and distance

based on the position of the sun and the stars while using a scientific calculator.

Training information

The duration of the course is 4 days or 8 evening sessions.

Assessment and graduation

After the course all participants receive a certificate of participation.

Number of participants

The minimum number of participants is 8.

Location

The course will be provided at your company or at IMCO.

Cost

The cost of the course is RO 360 /-.

TCN Theoretical Coastal Navigation

For whom

The certificate Theoretical Coastal Navigation is for those who want to learn how to navigate in coastal waters. Holders of the certificate can apply for the International Certificate of Competence Coastal Waters.

Objective(s)

In line with the increasing number of ocean-going (sailing) vessels the need for a thorough preparation increases as well. In order to chart a good and safe course knowledge and know-how on determining a course is a must. The participant learns to navigate meaning that he/ she will be able to prepare a sailing schedule prior to the start of the trip. Therewith safety has the highest priority.

The following subjects are dealt with during the course:

- Rules and regulations on collision at sea
- Meteorology
- Position plotting
- Tides
- Nautical instruments
- Voyage planning

Training information

The duration of the course is 5 days or 10 evening sessions.

Assessment and graduation

The course will end with an exam.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided at your company or at IMCO.

Cost

He cost of the course is RO 450 /-.

MFCD Mechanical; Field Instrumentation, Control & Documentation

For whom

This course will be of benefit to those who want to and do work in the field of chemical and petrochemical industry as an mechanical technician having a technical background.

Objective(s)

Upon completion of the training the participants should be able to:

- Understand mechanical issues in process industry
- Read and interpret technical manuals and drawings

Subject(s)

During the training the following subjects will be dealt with:

- Transportation of materials
- Piping, fittings, pumps, valves
- Gas handling equipment and vacuum equipment
- Filling and packaging (rings and seals)
- Static and rotating equipment maintenance.

Training information

The duration of the training will be 2 months. All relevant course material will be provided. During the course the participants will undertake both theoretical and practical experience.

Assessment and graduation

Upon request participants will have small tests. At the end of the training participants who have more than 55 per cent per short exam will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

IFCD Instrumentation; Field Instruments, Control & Documentation

For whom

This course will be of benefit to those who want to and do work in the field of chemical and petrochemical industry as an instrumentation technician having a technical background.

Objective(s)

Upon completion of the training the participants should be able to:

- Use the different measuring instruments and methods
- Understand symbols used and how to connect and control the instruments used in the process industry.

Subject(s)

During the training the following subjects will be dealt with:

- Pressure-, level and temperature measuring and other measuring in processes. Selecting the right measure methods.
- Principles in instrumentation used in process instrumentation, control valves, P&ID control theory and technique, relay ladder logic and PLC
- DCS equipment-operation, different schemes e.g. hook-up schemes.

Training information

The duration of the training will be 3 months. All relevant course material will be provided. During the course the participants will gain both theoretical knowledge and practical experience.

Assessment and graduation

Upon request participants will have small tests. At the end of the training participants who have more than 55 per cent per short exam will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

PFSC Port and Flag State Control

For whom

Most accidents at sea, in ports and logistics activities are caused by human failure, due to lack of training, fatigue, stress and miscommunication.

All IMO conventions, such as STCW, MARPOL, SOLAS, COLREG, ISPS, Port State Control and Flag State Control, were introduced to prevent accidents at sea and pollution of the environment.

All national vessels and foreign vessels calling to ports in a country must be surveyed according rules and regulations of STCW and other IMO conventions.

IMCO offers courses to upgrade the knowledge and skills of surveyors on Port State Control and Flag State Control, to comply with IMO and other related international conventions.

These courses can be organized as tailor made courses, focusing only on Port State Control and Flag State Control, or within the framework of wider port management training programmes.

Objective(s)

- Introduction to IMO and ILO: Major conventions like Solas, Marpol, Load line, Tonnage, STCW'95; Collision Regulations; ISM Code
- Surveys and Certificates: Conducting Surveys; Harmonized System on Surveys and Certification; Certification
- Classification: Origin of Classification; Recognized organizations; Class Rules
- Port State Control: Origin of Port State Control; General overview of the different PSC items; Different Memorandums of Understanding as there are: Paris MOU, Tokio MOU
- Flag State control: UNCLOS Convention in general; UNCLOS more specific on registration of ships; Flag State duties; Coastal State duties

Training information

The duration of the courses can be tailored to the clients' needs, from 2 weeks - 3 months.

Assessment and graduation

Examinations will take the form of assignments. Participants will receive a certificate of attendance.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided at your company or at IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

MCMY Master Certificate Mega Yacht

For whom

This course is for people having a maritime background and want to work in a challenging, but demanding, environment

Objective(s)

The objective is to give participants theoretical and practical education and training needed to operate vessels having a length up to 60 meters (!), and provide top-level hospitality. Even a professional butler academy will take care of the professional man-to-man hospitality training in order to understand the basic skills and regulations for food/ gallery-management.

Subject(s)

- Yachtmaster—Offshore
- Theoretical and practical ship handling (power & sail)
- Engineering, construction and maintenance
- Passenger Safety (STCW)
- Bridge Resource Management
- Fast Rescue Provisions
- (Financial) Management
- Custom & harbour authorities
- Social-Cultural aspects/ communication
- Hospitality
- HACCP and other catering aspects
- MCA/ CCV regulations

Training information

The 13-weeks course is the result of the great need for highly skilled and certified Mega Yacht crewmembers; about 4,000 jobs are available within yachting worldwide, from steward to captain.

Number of participants

The maximum number of participants has been set at 15 per course to guarantee an optimal result.

Location

The course will be executed by STC B.V. in Rotterdam (the Netherlands), a 100% subsidiary of the STC-Group.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

HPE Hydraulic and Pneumatic Engineering

For whom

This course will be of benefit to those who want to and do work in industry as a maintenance technician having a technical background.

Objective(s)

Upon completion of the course the participant should be able to:

- Deal with existing hydraulic and pneumatic systems
- Read and interpret diagrams
- Locate defects and resolve them.

Subjects

During the training the following subjects will be dealt with:

- Pressure, level and temperature measuring and other measuring in processes. Selecting the right measure methods
- Principles in instrumentation used in process industry
- P&ID control theory and technique, relay ladder logic and PLC
- DCS equipment operation, different schemes.

Training information

The duration of the training will be 2 months. All relevant course material will be provided. During the course the participants will undertake both theoretical and practical experience.

Assessment and graduation

Upon request participants will have small tests. At the end of the training participants who have more than 55 per cent per short exam will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

OPR Oil Products and Refinery Process

For whom

This course will be of benefit to those working in the field of process and petrochemical industry.

Objective(s)

Upon completion of the course participants should be able to:

- Know specifications and characteristics of fuels and other oil products
- Have a better understanding of the different stages from crude oil to specific products.

Subject(s)

During the training the following subjects will be dealt with:

- Crude oil and oil products
- Refinery and refinery products
- Product specifications
- Storage and blending operations
- Environment and safety aspects.

Training information

The duration of the training will be 5 days or 10 evening sessions. All relevant course material will be provided. During the course the lecture notes are complemented by a series of (short) movies.

Assessment and graduation

Upon request participants will have a small tests. At the end of the training participants who have more than 55 per cent per short exam will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 600 /-.

ISM International Safety Management

For whom

This course is for Maritime Officers (nautical and technical) and on-shore shipping office personnel.

Objective(s)

The objective is to give participants theoretical and practical information on how to use and implement the ISM-Code in the maritime industry.

Subject(s)

- Impact of safety en environmental issues on the industry
- history of the code and legal status
- ISM requirements (the Code)
- In- and external audits
- formal safety assessments
- certification of ship and office
- the Safety Management Manual
- legal and insurance implications

Training information

The program is a balance between theory and practical applications. Several history cases are used to reach the objective(s). Procedures and checklists are being analysed by the participants and a safety management manual is reviewed. Depending on the clients' wishes it can be a one (1) day introduction course (ship management level), a three (3) day Advanced Course or a five (5) day Train-the-Trainer course.

Assessment and graduation

Upon request the certification will be arranged by the STC-Group, Rotterdam, the Netherlands.

Number of participants

The maximum number of participants is 20.

Location

The course can be provided at your company or at IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

MMCC Master Mariner Competence Certificate

For whom

Certificate of Competency for Masters of ships \leq 500 gross tonnage engaged in Near Coastal Voyages in accordance with the Standards of Training, Certification and Watchkeeping Code (STCW Code) A-II/3.

Objective(s)

- Navigation (7 days)
- Meteorology (2 days)
- Watchkeeping (3 days)
- Emergency procedures (1 day)
- Ship manoeuvring and handling (1 day)
- Cargo handling, stowage and securing (2 days)
- Prevention of pollution of the marine environment and anti-pollution procedures (1 day)
- Ship stability (3 days)
- Ship construction (1 day)
- Life-saving (1 day)
- Medical aid (2 days)
- Advanced Fire Fighting (4 days)

Training information

The duration of this course is 24 days. If required the course can also be provided part-time.

Assessment and graduation

The training is concluded with a theoretical and a practical examination.

Number of participants

The minimum number of participants is 6 and the maximum number is 20.

Location

The course can be provided at your company or at IMCO.

Cost

The cost of the course is RO 3.360 /-.

DT Distillation Technology

For whom

This course will be of benefit to process plant engineers and senior operators, and includes a comprehensive overview of distillation processes and equipment.

Objective(s)

Upon completion of the course the participant will be able to:

- Understanding the distillation
- Understand distillation process and related equipments

Subject(s)

- Process design and operation
- Hydraulic design and operation
- Distillation towers and systems
- Operation control
- Troubleshooting

Training information

The duration of the training will be 2 days or 4 evening sessions. All relevant course material will be provided.

Assessment and graduation

Upon successful completion of the course a certificate will be awarded to the participants.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 200 /-.

Safety

Code	Title
BSPI	Basic Elements of Safety in Process Industry
SS	Safety for Supervisors
IFA	Industrial First Aid
DGb	Dangerous Goods (basic)



GMD Global Maritime Distress and Safety System

For whom

This course is for radio personnel on board (sailing) vessels and provides the mandatory requirements for certification of GMDSS radio personnel in accordance with the Standards of Training, Certification and Watchkeeping Code (STCW Code) A-IV/2.

Objectives

Transmit and receive information using GMDSS subsystems and equipment and fulfilling the functional requirements of GMDSS; provide radio services in emergencies.

Knowledge, understanding and proficiency

In addition to the requirements of the Radio Regulations, the participant gains knowledge of:

- Search and rescue radiocommunications, including procedures in the IMO Merchant Ship Search and Rescue Manual (MERSAR)
- The means to prevent the transmission of false distress alerts and the procedures to mitigate the effects of such alerts
- Ship reporting systems
- Radio medical services
- Use of the International Code of Signals and the Standard Marine Communication Phrases
- The English language both written and spoken for the communication of information relevant to safety of life at sea. Note: This requirement may be reduced in the case of the Restricted Radio Operator Certificate.
- The provision of radio services in emergencies such as: abandon ship, fire on board ship and partial or full breakdown of radio installations.
- Preventive measures for the safety of ship and personnel in connection with hazards related to radio equipment, including electrical and non-ionising radiation hazards.

Training information

The duration of the course is 6 days or 13 evenings sessions.

Assessment criteria

- Transmission and reception of communications complies with international regulations and procedures and are carried out efficiently and effectively.
- English language messages relevant to the safety of the ship and persons on board and protection of the marine environment are correctly handled.
- Response is carried out efficiently and effectively.
- The course will be finalised with a practical and written exam.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided at your company or at IMCO.

Cost

The cost of the course is RO 720 /-.

MC Medical Care

For whom

This course is for all seafarers designated to take charge of Medical Care on board ship and provides the mandatory requirements related to Medical Care in accordance with the Standards of Training, Certification and Watchkeeping Code (STCW Code) A-VI/4-2.

Objective(s)

Provide Medical Care to the sick and injured while they remain on board.

Knowledge, understanding and proficiency

Care of casualty; diseases alcohol and drug abuse; dental care; gynaecology, pregnancy and childbirth; medical care of a rescued person; death at sea; hygiene; disease prevention; keeping records and copies of applicable regulations; external assistance.

Training information

The duration of the course is 5 days or 10 evening sessions.

Assessment criteria

Instructors will assess the candidates by observation of the development of their practical skills and a short written exam.
Upon proven capabilities an internationally recognised certificate will be issued.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided at your company or at IMCO.

Cost

The cost of the course is RO 450 /-.

BSPI Basic Safety in the Process Industry

For whom

All staff working in industrial companies in any function, operators, engineers, contractors or management.

Objective(s)

Upon completion of the course the participants should be able to apply the basic safety elements.

Subject(s)

- Working conditions
- Risk and risk prevention
- Dangerous substances
- Danger of fire and explosion
- Work permits and confined spaces
- Machine tools and hand tools
- Dangers of electricity
- Personal protective equipment

Training information

The course will take a period of 5 days or 10 evening sessions. During the course there will be some demonstrations e.g. personal protective equipment. All relevant course material will be provided.

Assessment and graduation

Upon request participants will have a small test at the end of the course. The participants who have more than 55 per cent will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 450 /-.

SS Safety for Supervisors

From whom

This course will benefit Supervisors working in industrial companies.

Objective(s)

The objectives of the course are creating safety awareness and accident prevention.

Subject(s)

- Legislation on working conditions and environment
- Encouraging working staff
- Safety procedures
- Task and risk analysis
- Company emergency plan
- Sources of danger and toxicology
- Ergonomics
- Work permits and confined spaces
- Personal protective equipment.

Training information

The course will take a period of 5 days or 10 evening sessions. During the course there will be some demonstrations f.i. personal protective equipment. All relevant course material will be provided.

Assessment and graduation

At the end of the course participants will have a small test. The participants who have more than 55 per cent will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 450 /-.

MFA Medical First Aid

For whom

This course is for all seafarers designated to provide Medical First Aid on board ship and provides the mandatory minimum requirements related to Medical First Aid in accordance with the Standards of Training, Certification and Watchkeeping Code (STCW Code) A-VI/4-1.

Objective(s)

Apply immediate first aid in the event of accident or illness on board

Knowledge, understanding and proficiency

First-aid kit, body structure and functions, toxicological hazards on board including use of the *Medical First Aid Guide for Use in Accidents Involving Dangerous Goods (MFAG)* or its national equivalent, examination of casualty or patient, spinal injuries, burns, scalds and effects of heat and cold, fractures, dislocations and muscular injuries, medical care of rescued persons, radio medical advice, pharmacology, sterilisation, cardiac arrest, drowning and asphyxia.

Training information

The duration of the course is 5 days or 10 evening sessions.

Assessment and graduation

Instructors will assess the candidates by observation of the development of their practical skills and a short written exam.

Upon proven capabilities an internationally recognised certificate will be issued.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided at your company or at IMCO.

Cost

The cost of the course is RO 450 /-.

AFF Advanced Fire Fighting

For whom

This course is for all seafarers designated to control fire-fighting operations according to SOLAS and provides the mandatory training in advanced fire fighting in accordance with the Standards of Training, Certification and Watchkeeping Code (STCW Code) A-VI/3.

Objective(s)

Control fire fighting operations on board ships; organise and train fire parties; inspect and service fire-detection and -extinguishing systems and equipment; investigate and compile reports on accidents involving fire.

Knowledge, understanding and proficiency

- Fire-fighting procedures at sea and in port in particular organisation, tactics and command; use of water for fire-extinguishing, the effect of ship stability, precautions and corrective procedures; communication and coordination; ventilation control; control of fuel and electrical systems; fire-fighting process hazards; fire-fighting involving dangerous goods; fire precautions and hazards associated with storage and handling of materials; management and control of injured persons; procedures for coordination with shore-based fire fighters
- Preparations of contingency plans; composition and allocation of personnel to fire parties; strategies and tactics for control of fires in various parts of the ship
- Fire-detection systems; fixed, portable and mobile fire extinguish equipment; requirements for statutory and classification surveys
- Assessment of cause of incidents involving fire

Training information

The duration of the course is 5 days.

Assessment criteria

The candidates will be assessed during the course by the instructors. Assessment criteria will be the development of practical skills in all subjects. Upon proven capabilities an internationally recognized certificate will be issued. The course will be finalised with a short written exam.

Number of participants

The minimum number of participants is 7 and the maximum is 12.

Location

The course will be conducted at a designated fire fighting center.

Cost

The cost of the course is RO 450 /-.

IFA Industrial First Aid

For whom

This course will benefit to all staff working in an industrial environment needing medical first aid skills.

Objective(s)

Upon completion of the training the participants should be able to:

- Act in case of accidents
- Understand possible risks involved when working in the industry

Subject(s)

During the training the following subjects will be dealt with:

- Analyze the situation
- The victim, human body and survey
- The effect of heat and cold on the human body
- Poisoning, bleeding, breathing, shock treatment
- Practical training in all skills of first aid including life saving

Training information

The duration of this course is 5 days or 10 evening sessions.

Assessment and graduation

At the end of the course participant will have a small test. Participants will receive a certificate of attendance.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 450 /-.

DGb Dangerous Goods (basic)

For whom

Operators needing basic knowledge of dangerous goods.

Objective(s)

After the course participants will have basic knowledge of handling dangerous goods.

Subject(s)

During the training the following subjects will be dealt with:

Elementary chemistry; personal protection and documentation; legislation (transport and storage); cleaning waste, repair of leakages; theory small fire extinguishing equipment.

Training information

The training will take 2 days or 4 evening sessions. All relevant course material will be provided.

Assessment and graduation

At the end of the course participants will have a short exam; the participants who have more than 55 points will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 200 /-.

FF Fire Fighting

For whom

This course is for all seafarers and provides the mandatory minimum requirements for familiarisation and basic safety training and instruction for all seafarers in accordance with the Seafarers' Training, Certification and Watchkeeping Code (STCW Code) A-VI/1-2.

Knowledge, understanding and proficiency

Shipboard fire-fighting organization, location of fire-fighting appliances and emergency escape routes, the elements of fire and explosion (the fire triangle), types and sources of ignition, flammable materials, fire hazards and spread of fire, the need for constant vigilance, actions to be taken on board ship fire and smoke detection and automatic alarm systems, classification of fire and applicable extinguishing agents, fire-fighting equipment and its location onboard.

Instruction in: fixed installations, firefighter's outfits, personal equipment, fire-fighting appliances and equipment, fire-fighting methods, fire-fighting agents, fire-fighting procedures, use of breathing apparatus for fighting fires and effecting rescues

Training subjects

Introduction, safety and principles, fire prevention, fire detection, ship fire-fighting organization, fixed fire-extinguishing systems, miscellaneous fire fighting equipment, fire-fighting methods, fire-fighting drills

Training information

The duration of the course is 3 days. All relevant course material will be provided.

Assessment criteria

- Initial actions on becoming aware of an emergency conform with accepted practices and procedures.
- Action taken on identifying muster signals is appropriate to the indicated emergency and complies with established procedures.
- Clothing and equipment are appropriate to the nature of the fire-fighting operations.
- The timing and sequence of individual actions are appropriate to the prevailing circumstances and conditions.
- Extinguishment of fire is achieved using appropriate procedures, techniques and fire-fighting agents.
- Breathing apparatus procedures and techniques comply with accepted practices and procedures.

Number of participants

The minimum number of participants is 7 and the maximum is 12.

Location

The course will be conducted at a designated fire fighting center.

Cost

The cost of the course is RO 450 /-.

PSCRB Proficiency in Survival Craft and Rescue Boats

For whom

This course is for all seafarers and provides the mandatory minimum requirements for the issue of certificates of proficiency in survival craft and rescue boats in accordance with the Standards of Training, Certification and Watchkeeping Code (STCW Code) A-VI/2-1.

Objective(s)

Learn and train the competencies related to handling survival crafts and rescue boats during and after launch and taking care of persons on board and communication and signalling devices.

Subjects to be taught during the course are:

- Take charge of a survival craft or rescue boat during and after launch
- Operate a survival craft engine
- Manage survivors and survival craft after abandoning ship
- Use locating devices, including communication and signalling apparatus and pyrotechnics
- Apply first aid to survivors

Training information

The course satisfies the requirements of STCW'95 A-VI/2-1. The course duration is 3 days.

Assessment and certification

The candidates will be assessed during the course by the instructors. Assessment criteria will be the development of practical skills in all subjects. Upon proven capabilities an internationally recognized certificate will be issued.

Number of participants

The maximum number of participants is 12.

Location

The course may be done at any place where life saving equipment is available.

Cost

The cost of the course is RO 390 /-.

Port and Shipping



Code	Title
SB-1	Ship Broker 1
SB-2	Ship Broker 2
FW	Forwarder
SAb	Shipping Agency (basic)
LMMMT	Logistics Management and Multi Modal Transport
DGFM	Dangerous Goods for Forwarders and Managers
PM	Port Management
CDO	Crane Driver Operations
FTD	Forklift Driver Operations
PFSO	Port Facility Security Officer
PFPs	Port Facility Personnel (specific)
PFPg	Port Facility Personnel (general)
CSO	Company Security Officer
SSO	Ship Security Officer
CCM	Crisis and Crowd Management
POO	Port Operations Officer
MPPW	Multi Purpose Port Worker
MPPW-r	Multi Purpose Port Worker Refresher
LDF	Low Duty Forklift Operator (≤ 5 tons)
LDF-r	Low Duty Forklift Operator Refresher (≤ 5 tons)
HDF	Heavy Duty Forklift Operator (≥ 5 tons)
HDF-r	Heavy Duty Forklift Operator (≥ 5 tons)
TTO	Terminal Tractor Operator
TTO-r	Terminal Tractor Operator Refresher
RSO	Reach Stacker Operator
RSO-r	Reach Stacker Operator Refresher
QC	Mobile Harbour Crane Operator
QC-r	Mobile Harbour Crane Operator Refresher
CGCG	Checker General and Containerized Cargo
CFSS	CFS Supervisor
CFSW	CFS Shed Worker
CI	Container Inspection
CTP	Container Terminal Planner
LS	Liner Shipping (general)

SB-1 Ship Broker 1

For whom

Employees of ship brokers and related companies, with some experience in shipping.

Objective(s)

After the course participants will have knowledge and understanding of the tasks performed at a ship-broker's office.

During the training the following subjects will be dealt with:

Acquisition; documents incoming cargo; cargo booking; representative of the agent (water clerk, boarding officer); documents outgoing cargo; conferences; claims; containerisation; tariffs; charters; payment procedures.

Training information

The training will take 15 days. All relevant course material will be provided.

Assessment and graduation

The course will be concluded with a written exam. The participants who have more than 55 points will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 1.650 /-.

BT Basic Training

For whom

Excerpt from STCW'95 (IMO's Standards of Training Certification and Watchkeeping Code): Seafarers employed or engaged in any capacity on board ship on the business of that ship as part of the ship's complement with designated safety or pollution prevention duties in the operation of the ship shall, before being assigned to any shipboard duties:

Participants receive appropriate approved basic training or instruction in:

1.1 PST - Personal survival techniques as set out in table A-VI/1-1

1.2 FFFF - Fire prevention and fire-fighting as set out in table A-VI/1-2

1.3 EFA - Elementary first-aid as set out in table A-VI/1-3

1.4 PSSR - Personal safety and social responsibilities as set out in table A-VI/1-4.

And be required to provide evidence of having achieved the required standard of competence.

Objective(s)

Learn to work on board ship in a safe and secure way, learn to behave socially safe, sane and consensual and learn basic survival techniques in case of emergency.

Subjects to be addressed during the course:

- Survive at sea in the event of ship abandonment,
- Prevent fires and other emergencies,
- Comply with emergency procedures
- Fight and extinguish fires,
- Take immediate action in case of an accident or other medical emergency,
- Prevent pollution of the environment,
- Communication, orders, understanding and being understood,
- Effective human relationships on board ship.

Training information

The course satisfies the requirements of the STCW'95 A-VI/1-1 through A-VI/1-4 courses, mentioned above, which will not be taught separately. The duration of the course is 5 days or 10 evening sessions. The course includes printed course materials which may be used for later reference and the use of practice materials like survival equipment and fire fighting equipment.

Assessment and certification

The candidates will be assessed during the course by the instructors. Assessment criteria will be the development of practical skills in all subjects. Upon proven capabilities an internationally recognized certificate will be issued.

Number of participants

The maximum number of participants is 12.

Location

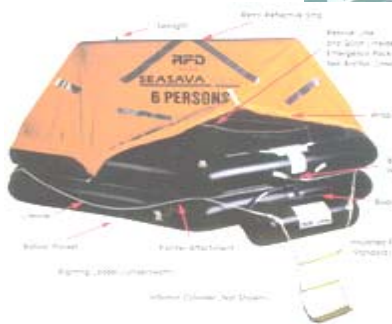
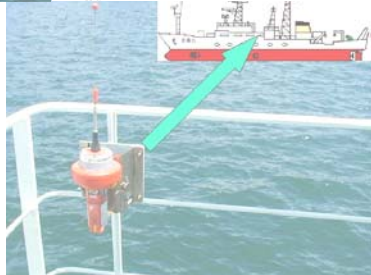
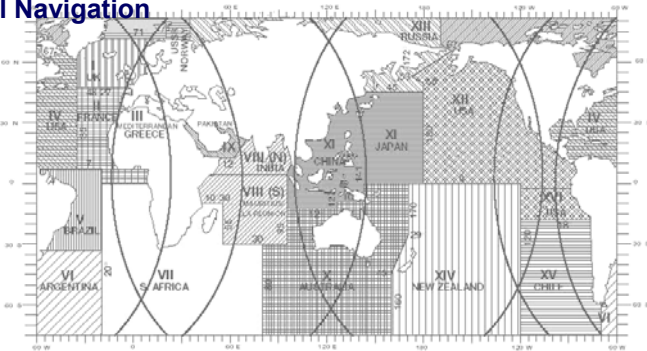
The fire fighting part of the course shall be done at a designated fire fighting centre. The rest of the course may done at any place where life saving equipment is available.

Cost

The cost of the course is RO 450 /-.

Maritime

Code	Title
BT	Basic Training
PSCRB	Proficiency in Survival Craft and Rescue Boats
FF	Fire Fighting
AFF	Advanced Fire Fighting
MFA	Medical First Aid
MC	Medical Care
GMD	Global Maritime Distress and Safety System
MMCC	Master Mariner Competence Certificate
ISM	International Safety Management
MCMY	Master Certificate Mega Yacht
PFSC	Port and Flag State Control
TCN	Theoretical Coastal Navigation
AN	Astra Navigation



SB-2 Ship Broker 2

For whom

Employees of ship brokers and related companies, with some experience in shipping. Participants should have successfully completed the course Ship broker 1

Objective(s)

After the course participants will have a deepened and enlarged knowledge and understanding in the subjects addressed during Ship broker 1.

During the training the following subjects will be dealt with:

Parties involved in the transport chain (carrier, forwarder, ships owner); shipping policy; customs; logistics (supply chain management, EDI); transport legislation; insurance; tariffs; payment procedures (methods, credit, foreign incasso; marketing and sales.

Training information

The training will take 15 days. Every participant receives a file with the course material.

Assessment and graduation

The course will be concluded with a written exam. The participants who have more than 55 points will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 1.650 /-.

Forwarder

For whom

Employees of transport-distribution and related companies, with a few years of relevant working experiences.

Objective(s)

After the course participants will have knowledge and understanding of all aspects of the forwarder' profession.

During the training the following subjects will be dealt with:

Intermediates (broker, forwarder, consolidator, integrator); logistics (supply chain management, inventory management, storage, distribution, port structure, information flows); containerisation (stuffing/ stripping, materials handling); customs; transport law and insurance; payment conditions; transport economics; marketing and acquisition; dangerous goods; documents in transport.

Training information

The training will take 15 days. All relevant course material will be provided.

Assessment and graduation

At the end of the course participants will have an exam. The participants who have more than 55 points will receive a certificate that is approved by the Ministry of Manpower.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 1.650 /-.

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IMCO is a Joint Venture between the Government of the Sultanate of Oman and the Shipping and Transport College of Rotterdam (www.stc-r.nl)

All courses are approved by the Ministry of Higher Education

LS Liner Shipping (general)

For whom

This course is for those who are employed in the port, shipping and transport industry; for example: shipping agent, forwarder and trucking company.

Objective(s)

- Shipping in general – what, where, when, why?
- What exactly is liner shipping
- Organisation of liner shipping
- Developments of ports, terminals and vessels
- A future vision
- Logistics and liner shipping
- Transport cost and liner shipping
- Ship construction & stability
- Loading and discharge
- Operations – relation ship-shore
- Stowage planning – ship and shore

Training information

The duration of this course is 2 days or 4 evening sessions.

Assessment and graduation

Upon completion of the course participants will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided at your company or at IMCO.

Cost

The cost of the course is RO 250 /-.

SAb Shipping Agency (basic)

For whom

The course is targeted at employees of ships agents and related companies, with some experience in shipping.

Providers of logistics services, such as transporters, forwarders and ships agents, work in a rapidly changing environment. They are only competitive if they have full competence in logistics management and multi-modal transport systems, such as consolidation, airfreight, river transport, port operations, transshipment, warehousing and information management.

The growing importance of logistics management and multi-modal transport requires adequate training.

After the course the participants have understanding of the tasks performed at a ship agent's office and major issues on logistics management and multi modal transport. The emphasis of the course is at the shipping lines. Also chartering will be addressed, as far as knowledge about this subject is required for employees and representatives of shipping lines.

Objective(s)

The following subjects are addressed:

- Logistics (supply chain); Multi modal transport
- Parties involved in the transport chain (carrier, forwarder, ships owner)
- Shipping policy; Conferences; Charters
- Containerization
- Marketing and sales; Cargo acquisition and booking
- Documents incoming / outgoing cargo
- Representatives (water clerk; boarding officer)
- Customs, Transport Law
- Tariffs, Payment procedures and credit
- Insurance, Claims.

Training information

The duration of this course is 15 days. All relevant course material will be provided.

Assessment and graduation

After assessment participants may be awarded with certificates.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided on your premises or at the facility of IMCO.

Cost

The cost of the course is RO 1.200 /-.

LMMMT Logistics Management and Multi Modal Transport

For whom

The growing importance of logistics management and multi-modal transport requires adequate training of actual and potential government officials, users and providers of logistics services and their trainers.

Logistics Management seeks just-in-time customer satisfaction by an uninterrupted flow of goods. All links in a supply chain and their inter-relationships are considered, optimizing flows of information, goods and money, in a top-down approach.

In Multi Modal Transport cargo is transferred between sea-going vessels, road-, rail-, and inland waterway transport. This requires coordinated actions by governmental bodies, users and providers of logistics services.

Governmental bodies must provide infrastructure and appropriate legal and institutional conditions.

Users, such as manufacturers and traders, face an enlarged geographical scope of their operations. Many of them outsource their logistics to service providers.

These providers are only competitive if they have full competence in logistics management and multi-modal transport systems, including consolidation, airfreight, river transport, port operations, transshipment, warehousing, inventory management, pick-up and delivery services and information management.

Objective(s)

- General and financial management
- Commercial management
- Theory, practice and developments in logistics management and multi modal transport
- Communication
- International organizations, transport legislation.

Training information

The duration of the course is 10 days. All relevant course material will be provided.

Assessment and graduation

At the end of the course the participants will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your company premises or on the facility of IMCO.

Cost

The cost of the course is RO 1.000 /-.

CTP Container Terminal Planner

For whom

This course is for those who will become involved in the container terminal operations in general, and as container terminal planner more specifically.

Objective(s)

- Safety rules and regulations
- Safe working
- General container operations knowledge
- Terminal operations
- Departments and responsibilities
- Terminal layout
- Cargo flows over the terminal
- Terminal's principals and general working arrangements

Training information

The duration of the course is 3 days or 6 evening sessions. The above mentioned trainings are to be considered as basic.

Further experience has to be gained in the actual terminal's operations. It is recommended to coach and support the relevant operator after the basic training for a period of time.

Assessment and graduation

At the end of the course the participants will receive a certificate of participation.

Number of participants

The minimum number of participants is 6.

Location

The course can be provided at your company or at IMCO.

Cost

The cost of the course is RO 390 /-.

CI Container Inspection

For whom

Port Workers selected to do Container Inspection activities.

Objective(s)

- Container safety dangers
- Container inspection: why – when – where – how
- Container inspection sites: gate – quay – yard – CFS
- Equipment Interchange Receipt
- Condition defects
- Deformation of frame
- Panel damage
- Corrosion damage
- Container inspection checklist
- Chassis inspection checklist
- Placards and labels
- Repair criteria.

Training information

The course consists of 1 day theory and 2 days of practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive a certificate.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 390 /-.

DGFM Dangerous Goods for Forwarders and Managers

For whom

Terminal managers, operators and fire fighting personnel.

Objective(s)

The objective of these course are to improve knowledge, understanding and skills of port and terminal managers, operators and fire fighting personnel in the key areas of emergency planning and response, fire fighting and handling of hazardous goods.

During the training the following subjects will be dealt with:

- Hazardous goods and handling of hazardous goods.
- Definition and classification of hazardous goods (IMO code) and material, including LPG/LNG, liquid petroleum / chemicals; pollution and safety aspects; labelling.
- Packaging and handling; placing on ships and in port areas, segregation in storage; statutory requirements; emergency response; destruction of hazardous goods; specific issues associated with handling of hazardous goods in containers, including LPG/LNG, liquid petroleum/chemicals.
- Fire fighting objectives and organisation; emergency plan; fire protection; fire fighting equipment and operation; fire fighting on ships (on deck and below deck); management of fire fighting activities on the board of a ship. Division of responsibilities between the ship crew and fire fighting team.
- Fire fighting response on shore and on ship/enclosed space.
- Introduction chemistry and properties of dangerous goods; personal protection and documentation, legislation on transport, transshipment and storage; application of IMDG and ADR directives.

Training information

The training will take 5 days or 10 evening sessions. All relevant course material will be provided. Practical exercises are also included in the course.

Assessment and graduation

At the end of the course participants will have a short exam. The participants who have more than 55 points will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your company premises or on the facility of IMCO.

Cost

The cost of the course is RO 450 /-.

PM Port Management

For whom

Port managers and Government officials adapting their procedures and management styles to a rapidly changing environment.

Objective(s)

After the course participants will have knowledge on how to manage an international port.

During the training the following subjects will be dealt with:

- Tariffs and reforms
- maritime and human resources
- port handling, warehousing and storage
- terminal capacity planning
- global port competition
- port positioning.

Training information

The training will take 10 days or 20 evening sessions. Every participant receives a file with the course material.

Assessment and graduation

At the end of the course participants will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your company premises or on the facility of IMCO.

Cost

The cost of the course is RO 1.000 /-.

CFSW Container Freight Station Shed Worker

For whom

Port Workers without any experience in CFS stuffing and stripping activities.

Objective(s)

General CFS operations

CFS function and activities, Terminal layout included CFS, CFS layout, Storage systems of LCL cargoes, IMDG segregation rules, CFS equipment, gear and materials, Safety, health and welfare, Fire fighting equipment in the CFS.

Stuffing and stripping

Container packing problems, Ship movement, Dynamic stresses during transport and handling, Effects of stresses, Cargo incompatibility, Container incompatibility, Preparing and planning container packing, Container selection, Stowage factors, Securing the packages systems, Dunnage materials, Security fittings, Weight distribution, Condensation, Packing various types of cargoes and packagings, Packing reefers, Dry bulk cargo, Liquid bulk cargo, IMDG – Dangerous cargoes, Unpacking the container – working methods

Training information

The course consists of 2 days theory and 3 days of practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successful participants will receive an IMCO certificate.

Number of participants

The minimum number of participants is 8.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 600 /-.

CFSS Container Freight Station Supervisor

For whom

Port Workers without any experience in CFS Supervisory activities.

Objective(s)

General CFS operations

CFS function and activities, Terminal layout included CFS, CFS layout, Storage systems of LCL cargoes, IMDG segregation rules, CFS administration, CFS equipment, gear and materials, Labour organization, Procedures for Import and Export cargoes, Reefer cargoes, Reception/delivery of cargo – procedures, Precautions for high value cargoes, Working practices, FLT operations, Safety, health and welfare, Fire fighting equipment in the CFS.

CFS Supervisor

Planning CFS activities, Work scheduling, Planning storage, Planning stuffing/stripping, Work content, Work schedules, Storage requirements, Volume utilization, Container capacity, Container loading plan, Securing of cargo.

Training information

The course consists of 2 days theory and 3 days of practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive a certificate.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 600 /-.

CDO Crane Driver Operations

For whom

Crane drivers or people who want to become a crane driver.

Objective(s)

Train crane drivers in all relevant regulations and procedures concerning crane driver operations and to improve their practical skills in cargo handling.

During the training the following subjects will be dealt with:

Theory

The courses address various theoretical subjects, e.g. legislation on labour conditions; stability; start- and final inspection; steel cables and chains; hoisting equipment such as grabbers, spreaders; capacity calculations related to stability.

Practice

Extensive practical exercises can be conducted on the spot at your premises, or with the STC-Group, Rotterdam, the Netherlands. STC uses the advanced Crane Simulator, Straddle Carrier Simulator and other equipment in the Port Training Centre where your people can be trained extensively.

Training information

The duration of the training is 7 days, depending on the experience of the participants. All relevant course material will be provided by IMCO.

Assessment and graduation

At the end of the course participant will have an exam. All participants having more than 55 points will receive a certificate that is approved by the Ministry of Manpower.

Location

The course can be organised in Muscat, Sohar, Sur and Salalah. Training on highly advanced full task simulators for crane operations and for straddle carrier operations is only possible in Rotterdam, the Netherlands.

Cost

The cost of the training are calculated on demand and is dependent on the need for practical training in Oman or in the Netherlands.

FTD Forklift Driver Operations

For whom

Employees who frequently drive forklifts with heavy loads.

Objective(s)

After the course participants will have sufficient theoretical and practical knowledge and skills to drive a forklift safely and efficiently.

During the training the following subjects will be dealt with:

Technical knowledge of the main components of the forklift like hydraulics, combustion- and electrical engines, brake- and steering systems, transmission, daily maintenance, detection of malfunctions, theory of operations, traffic regulations.

Safety aspects like safety and driver, correct operation methods, stability, capacity calculations related to stability, ergonomics, and quality awareness.

Training information

The duration of the course is 10 days or 20 evening sessions: 10 % will be theoretical introduction supported by audio-visual information, 90% practical exercises. All relevant course material will be provided.

Assessment and graduation

At the end of the course participants will have a short theoretical exam of 30 minutes and a practical exam. The participants who have more than 55 points will receive a certificate that is approved by the Ministry of Manpower.

Number of participants

The minimum number of participants is 4.

Location

The course will be provided at your company premises.

Cost

The cost of the course is RO 1.000 /-.

CGCG Checker General and Containerized Cargo

For whom

Port Workers without any experience in tally and checker activities.

Objective(s)

- Safe working and safety regulations
- Means of transport and characteristics
- Reporting
- Containers: identification and types
- Lay out shed/distribution centre
- Different types of cargoes
- Specific cargoes: steel pipes – sheets – rods - billets; big bags
- Inspection: marks-numbers-condition – damage
- Working with hand held computer terminal
- Stowage and storage
- Measurement
- Weighing in practice

Training information

The course consists of 3 days theory and 7 days of practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive a certificate.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 1.000 /-.

QC-r Mobile Harbour Crane Operator Refresher

For whom

Port Workers with experience in driving a Mobile Harbour Crane.

Objective(s)

- Safe working, pre- and end inspection
- Crane positioning
- Following indications of signal man
- Swing control
- Use of different lifting materials
- Working directly overboard (trucks, barges)
- Working with long cargo units
- Handling of containers
- Safety regulations
- Vessel construction
- Personal Protection Equipment
- Certification of lifting equipment and gear.

Training information

The course consists of 2 days practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive a certificate.

Number of participants

The minimum number of participants is 3.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 260 /-.

PFSO Port Facility Security Officer

For whom

This course is intended for employees who will be appointed as Port Facility Security Officer for implementation of the Port Facility Security Plan as identified in the ISPS Code and new amendments to SOLAS.

The PFSO course incorporates the following official publications:

- IMO PFSO Model course
- IMO STW 37/18 Annex 3
- ISPS Code requirements

Objective(s)

ISPS Code Part B

18.1 - The PFSO should have knowledge of, and receive training in, some or all of the following, as appropriate:

1. security administration
2. relevant international conventions, codes and recommendations
3. relevant Government legislation and regulations
4. responsibilities and functions of other security organisations
5. methodology of port facility security assessment
6. methods of ship and port facility security surveys and inspections
7. ship and port operations and conditions
8. ship and port facility security measures
9. emergency preparedness and response and contingency planning
10. instruction techniques for security training and education, including security measures and procedures
11. handling sensitive security related information and security related communications
12. knowledge of current security threats and patterns
13. recognition and detection of weapons, dangerous substances and devices
14. recognition, on a non-discriminatory basis, of characteristics and behavioural patterns of persons who are likely to threaten security
15. techniques used to circumvent security measures
16. security equipment and systems and their operational limitations
17. methods of conducting audits, inspection, control and monitoring
18. methods of physical searches and non-intrusive inspections
19. security drills and exercises, including drills and exercises with port facilities and
20. assessment of security drills and exercises.

Training information

The duration of the course is 4 days. All relevant course material will be provided.

Assessment and graduation

Documentary evidence will be issued to those who have successfully completed the course indicating that the holder has completed "Port Support Security Officers training". The certificates are issued by the STC-Group, Rotterdam, the Netherlands.

Number of participants

The minimum number of participants is 8.

Location

The course can be organised on your company premises or on the facility of IMCO.

Cost

The cost of the course is RO 480 /-.

PFPg Port Facility Personnel (general)

For whom

This course is intended for general Port Facility Personnel having specific security duties as identified in the ISPS Code and new amendments to SOLAS

Objective(s)

ISPS Code Part B

18.3 - All other port facility personnel should have sufficient knowledge of and be familiar with relevant provisions of the PFSP in some or all of the following, as appropriate, including:

1. the meaning and the consequential requirements of the different security levels
2. recognition and detection of weapons, dangerous substances and devices
3. recognition, on a non discriminatory basis, of characteristics and behavioural patterns of persons who are likely to threaten security
4. techniques used to circumvent security measures.

Training information

The duration of the course is 1 day.

Assessment and graduation

On completion of the course there will be an exam. The certificate will be provided by the STC-Group, Rotterdam, the Netherlands.

Number of participants

The minimum number of participants is 8.

Location

The preferred location is at your company premises, but it can also be provided with IMCO.

Cost

The cost of the course is RO 150 /-.

QC Mobile Harbour Crane Operator

For whom

Port Workers without having any experience in driving a Mobile Harbour Crane.

Objective(s)

- Safe working, pre- and end inspection
- Crane positioning
- Following indications of signal man
- Swing control
- Use of different lifting materials
- Working directly overboard (trucks, barges)
- Working with long cargo units
- Handling of containers
- Safety regulations
- Vessel construction
- Personal Protection Equipment
- Certification of lifting equipment and gear

Training information

The course consists of 5 days classroom training and 10 days practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive a certificate.

Number of participants

The minimum number of participants is 3.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 1.650 /-.

RSO-r Reach Stacker Operator Refresher

For whom

Port Workers with experience in driving a Reach Stacker.

Objective(s)

- Safety and safety regulations
- Construction of the Reach Stacker
- Pre- inspection
- Operating the Reach Stacker
- Container types

Training information

The course consists of 1 day classroom training and practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive a certificate.

Number of participants

The minimum number of participants is 4.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 130 /-.

PFPs Port Facility Personnel (specific)

For whom

This course is intended for Port Facility Personnel having specific security duties as identified in the ISPS Code and new amendments to SOLAS.

Objective(s)

ISPS Code Part B

18.2 - Port Facility Personnel having specific security duties should have sufficient knowledge and receive training in some or all of the following, as appropriate:

1. knowledge of current security threats and patterns
2. recognition and detection of weapons, dangerous substances and devices
3. recognition of characteristics and behavioural patterns of persons who are likely to threaten security
4. techniques used to circumvent security measures
5. crowd management and control techniques
6. security related communications
7. operations of security equipment and systems
8. testing, calibration and whilst at sea maintenance of security equipment and systems
9. inspection, control, and monitoring techniques
10. methods of physical searches of persons, personal effects, baggage, cargo, and ship's stores.

Training information

The duration of the course is 1 day.

Assessment and graduation

Documentary evidence will be issued to those who have successfully completed the course indicating that the holder has completed "Port Support Security Personnel training". This certificate will be issued by the STC-Group, Rotterdam, the Netherlands.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises, but it can also be provided with IMCO.

Cost

The cost of the course is RO 150 /-.

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- Port and Shipping Management
- Operational Technology (Process Industry)

IMCO offers you:

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- Classroom training combined with practical workshop, simulator training and e-Learning
- An internationally valid Certificate
- A high social standing in your country
- A very good financial prospect

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All courses are approved by the Ministry of Higher Education

RSO Reach Stacker Operator

For whom

Port Workers without having any experience in driving a Reach Stacker.

Objective(s)

- Safety and safety regulations
- Construction of the Reach Stacker
- Pre- inspection
- Operating the Reach Stacker
- Container types

Training information

The course consists of 3 days classroom training and 7 days practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive an IMCO certificate.

Number of participants

The minimum number of participants is 4.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 1.000 /-.

TTO-r Terminal Tractor Operator Refresher

For whom

Port Workers with experience in driving a Terminal Tractor.

Objective(s)

- Safe working and safety regulations
- Construction of the Tug master
- Basic technical specifications
- Operating the Tug master
- Pre inspection
- Various types of chassis and trailers
- Recognizing and reporting of break downs

Training information

The course consists of 0.5 day classroom training and 1.5 practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 130 /-.

CSO Company Security Officer

For whom

This course is intended for employees that will be designated as the Company Security Officer as per the ISPS Code and new amendments to SOLAS.

Objective(s)

ISPS Code Part B

13.1 - The Company Security Officer (CSO) and appropriate shore based Company personnel, should have knowledge of, and receive training, in some or all of the following, as appropriate:

1. security administration
2. relevant international conventions, codes and recommendations
3. relevant Government legislation and regulations
4. responsibilities and functions of other security organisations
5. methodology of ship security assessment
6. methods of ship security surveys and inspections
7. ship and port operations and conditions
8. ship and port facility security measures
9. emergency preparedness and response and contingency planning
10. instruction techniques for security training and education, including security measures and procedures
11. handling sensitive security related information and security related communications
12. knowledge of current security threats and patterns
13. recognition and detection of weapons, dangerous substances and devices
14. recognition, on a non discriminatory basis, of characteristics and behavioural patterns of persons who are likely to threaten security
15. techniques used to circumvent security measures
16. security equipment and systems and their operational limitations
17. methods of conducting audits, inspection, control and monitoring
18. methods of physical searches and non-intrusive inspections
19. security drills and exercises, including drills and exercises with port facilities
20. assessment of security drills and exercises.

Training information

The duration of the course is 2 days.

Assessment and graduation

Satisfactory result from the final exam results in receipt of a Company Security Officer Certificate. The certificate will be issued by the STC-Group, Rotterdam, the Netherlands.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises, but it can also be provided with IMCO.

Cost

The cost of the course is RO 260 /-.

SSO Ship Security Officer

For whom

This course is intended for employees that will be designated as the Ship Security Officer as per the ISPS Code and new amendments to SOLAS.

Objective(s)

ISPS Code Part B

13.1 - The Ship Security Officer (SSO), should have knowledge of, and receive training, in some or all of the following, as appropriate:

1. security administration;
2. relevant international conventions, codes and recommendations;
3. relevant Government legislation and regulations;
4. responsibilities and functions of other security organisations;
5. methodology of ship security assessment;
6. methods of ship security surveys and inspections;
7. ship and port operations and conditions;
8. ship and port facility security measures;
9. emergency preparedness and response and contingency planning;
10. instruction techniques for security training and education, including security measures and procedures;
11. handling sensitive security related information and security related communications;
12. knowledge of current security threats and patterns;
13. recognition and detection of weapons, dangerous substances and devices;
14. recognition, on a non discriminatory basis, of characteristics and behavioural patterns of persons who are likely to threaten security;
15. techniques used to circumvent security measures;
16. security equipment and systems and their operational limitations;
17. methods of conducting audits, inspection, control and monitoring;
18. methods of physical searches and non-intrusive inspections;
19. security drills and exercises, including drills and exercises with port facilities; and
20. assessment of security drills and exercises.
21. the layout of the ship;
22. the ship security plan and related procedures (including scenario-based training on how to respond);
23. crowd management and control techniques;
24. operations of security equipment and systems; and
25. testing, calibration and whilst at sea maintenance of security equipment and systems.

Training information

The duration of the course is 2 days.

Assessment and graduation

Satisfactory result from the final exam results in receipt of a Ship Security Officer Certificate. The certificate will be issued by the STC-Group, Rotterdam, the Netherlands.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises, but it can also be provided with IMCO.

Cost

The cost of the course is RO 260 /-.

TTO Terminal Tractor Operator

For whom

Port Workers without any experience in driving a Terminal Tractor.

Objective(s)

- Safe working and safety regulations
- Construction of the Tug master
- Basic technical specifications
- Operating the Tug master
- Pre inspection
- Various types of chassis and trailers
- Recognizing and reporting of break downs

Training information

The course consists of 1 day classroom training and 4 days of practical training.

Testing and assessment

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive an IMCO certificate.

Number of participants

The minimum number of participants is 8.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 600 /-.

HDF-r Heavy Duty Forklift Operator Refresher (≥ 5 tons)

For whom

Port Workers with experience in driving a Heavy Duty Forklift (≥ 5 tons)

Objective(s)

- Construction of the forklift
- Safety regulations
- Pre-inspection
- Operating the forklift
- Handling of specific cargoes

Training information

The course consists of 1 day classroom training and practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive a certificate.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 150 /-.

CCM Crisis and Crowd Management

For whom

This course is for Masters, Officers, Ratings and other personnel on passenger ships other than ro-ro passenger ships.

Subject(s)

- Crowd management training
- Familiarization training
- Safety training for personnel providing direct service to passengers in passenger spaces
- Passenger safety training
- Crisis Management and Human Behaviour Training.

This course also incorporates:

- STCW Code Section A-V/3
- IMO Model course 1.28 Crowd Management, Passenger Safety and Safety Training for Personnel Providing Direct Services to Passengers in Passenger Spaces and
- IMO Model course 1.29 Proficiency in Crisis Management and Human Behaviour Training including Passenger Safety, Cargo Safety and Hull Integrity Training

Training information

The duration of the course is 2 days.

Assessment and graduation

Satisfactory result from the final exam results in receipt of a certificate. The certificate will be issued by the STC-Group, Rotterdam, the Netherlands.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises, but it can also be provided with IMCO.

Cost

The cost of the course is RO 150 /-.

POO Port Operation Officer

For whom

This program is specifically designed for people having a Bachelor's degree in operation and logistics.

Training information

- English (12 weeks) - general; technical
- Industrial health and safety (1 week) - general; first aid facilities and equipments; fire safety, prevention and fire fighting
- Computer skills (3 weeks) - basic computer operation and organisation; MS Office; communication
- Cargo operations/ stevedoring (12 weeks) - dry cargo; cargo protection; ventilation and control of sweat; deck cargo; refrigerated cargo; cargo handling equipment; cargo handling safety; dangerous goods; container handling
- Port, ship and yard operations (12 weeks) - general; port management and dock labor; port and stevedoring companies; cargo handling equipment; port traffic control; tides, dredging and pilotage

Training information

The duration of this course is 40 weeks.

Number of participants

The minimum number of participants is 8.

Location

The course can be provided at your company or with IMCO.

Cost

Please contact us for a quotation. Upon your request tailor-made short courses can be developed as well.

HDF Heavy Duty Forklift Operator (≥ 5 tons)

For whom

Port Workers with experience driving a Low Duty Forklift (≤ 5 tons) but without any experience in driving a Heavy Duty Forklift (≥ 5 tons)

Objective(s)

- Construction of the forklift
- Safety regulations
- Pre-inspection
- Operating the forklift
- Handling of specific cargoes

Training information

The course consists of 1 day classroom training and 4 days of practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive a certificate.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 600 /-.

LDF-r Low Duty Forklift Operator Refresher (≤ 5 tons)

For whom

Port Workers with experience in driving a Low Duty Forklift (≤ 5 tons)

Objective(s)

Theory

Capacity and stability; safety and safety regulations; basic daily maintenance (ao pre-inspection); recognizing and reporting of break downs.

Practice

Loading of trucks with pallets or company cargo; manoeuvring with difficult (long) cargo units; stacking and manoeuvring in the shed; slalom driving

Training information

The course consists of 1 day classroom training and practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive an IMCO certificate.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 150 /-.

MPPW Multi Purpose Port Worker Basis

For whom

Port Workers without any port operations experience

Objective(s)

- Safe working; on board and on shore
- Safety rules and regulations
- General knowledge about ships and ship's operations
- Multi purpose operations
- Break bulk cargo
- Containers
- RoRo
- Cranes
- Cargo loading and discharge
- Lifting gear and equipment
- Handling of hatch covers
- Safe working load
- How to use rope- and wire slings, chains, hooks, spreaders etc
- Lashing and securing of cargo
- Handling of dunnage
- Transport and handling equipment
- Storage of cargo
- Measuring/ weighing/ sampling

Training information

The course consists of 3 days classroom training and 7 days of practical training.

Assessment and graduation

The training is concluded with an examination. Participants who successfully passed the examination will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 1.000 /-.

MPPW-r Multi Purpose Port Worker Refresher

For whom

Port Workers already having port operations experience.

Objective(s)

- Safe working (on board and on the quay)
- Safety rules and regulations
- General knowledge about ships and ship's operations
- Multi purpose operations
- Break bulk cargo
- Containers
- RoRo
- Cranes
- Discharging/ loading of cargo
- Lifting gear and equipment
- Handling of hatch covers
- Safe Working Load
- How to use rope- and wire slings, chains, hooks, spreaders etc
- (Un)lashing and securing of cargo
- Handling of dunnage
- Transport and handling equipment
- Storage of cargo
- Measuring/ weighing/ sampling

Training information

The course consists of 0.5 day classroom training and 1.5 day practical training.

Assessment and graduation

The training is concluded with an examination. Participants who successfully passed the examination will receive a certificate.

Number of participants

The minimum number of participants is 8.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 200 /-.

LDF Low Duty Forklift Operator (≤ 5 tons)

For whom

Port Workers without any experience in driving a Low Duty Forklift (≤ 5 tons)

Objective(s)

Theory

Capacity and stability; safety and safety regulations; basic daily maintenance (amongst others pre-inspection); recognizing and reporting of break downs.

Practice

Loading of trucks with pallets or company cargo; manoeuvring with difficult (long) cargo units; stacking and manoeuvring in the shed; slalom driving

Training information

The course consists of 1 day classroom training and 4 days of practical training.

Assessment and graduation

The training is concluded with a theoretical and a practical examination. Successfully passed participants will receive an IMCO certificate.

Number of participants

The minimum number of participants is 6.

Location

The preferred location is at your company premises.

Cost

The cost of the course is RO 600 /-.