



## Amendment 3 ISPO Control Manual, Chapter 1, Definitions

In ISPO Control Manual, chapter 6, an extra paragraph 6.2 multi-site certification has been added. The definitions of multi-site organization and multi-site certification should be included in the list of definitions.

It is proposed to add the definitions in chapter 2.

### OLD:



#### International Standard for maritime Pilot Organizations

##### Definitions

---

### 1 DEFINITIONS

The definitions applicable to the ISPO Control Manual:

- Administrator is designated by the Board on the responsibility of the Chairman for the administration of the IUG activities; the Administrator represents the IUG and is an advisor to all Associates.
- Associate is a member of the IUG.
- International Users Group of ISPO-certified Organizations (IUG) is the body which is responsible for the ISPO on behalf of the ISPO-certified pilot organizations.
- IUG Board is a group of elected members responsible for management and conduct of the IUG.
- IUG Chairman is appointed by means of a binding proposal by the Meeting of Associates.

### NEW:



#### International Standard for maritime Pilot Organizations

##### Definitions

---

The definitions applicable to the ISPO Control Manual:

- Administrator is designated by the Board on the responsibility of the Chairman for the administration of the IUG activities; the Administrator represents the IUG and is an advisor to all Associates.
- Associate is a member of the IUG.
- International Users Group of ISPO-certified Organizations (IUG) is the body which is responsible for the ISPO on behalf of the ISPO-certified pilot organizations.
- Head office is the site that is responsible for and centrally controls the single management system.
- IUG Board is a group of elected members responsible for management and conduct of the IUG.
- IUG Chairman is appointed by means of a binding proposal by the Meeting of Associates.
- Multi-site certification is a certification of an organization with multiple sites-under one certificate.
- Multi-site Pilot Organization is an organization of at least two sites covered by a single management system comprising an identified head office.



- Site is where a pilot organization performs work or from which a service is provided on a continuing basis.

**Motivation:**

With the inclusion of the several definitions and the extra paragraph in chapter 6, it becomes possible to apply multi-certification under certain conditions.