



# AutoCrew –POB & Muster F.A.Q's

This document contains all the common questions we regularly address regarding our electronic AutoCrew system.

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## Network

### Does the AutoCrew system require a dedicated network?

No. The system is web based, and in a non-emergency type of situation could run directly off the internet, but more likely could run off the existing network at a location, or depending on requirements, could be its own separate network. We do recommend a dedicated server on location, and if used in emergency situations, network redundancy should be considered.

### Can the AutoCrew system share existing network resources?

Yes. The AutoCrew fully configured with available options takes very few resources, and can be installed on an existing server and network. The system could be installed on a VLAN (Virtual LAN) where network resources could be allocated to the application to ensure the network resources remain consistent for both the application, and the rest of the network. Subnetting is also an option to segregate networks, but not as controllable as a VLAN.

### Can you have a mix of wired and wireless readers?

Yes. We can install any mix of fixed wall mounted readers with wired or wireless with onboard battery backup, and also handheld, portable readers with Wi-Fi. Readers that will always be in one place (say heliport check-in), are better installed as fixed, whereas muster points may change location, or for safety meetings held in different rooms, mobile wireless readers are recommended.

### What kind of reading technology is available?

All types of security reader technologies can be used, including biometric (finger print), RFID (proximity card), Magnetic Stripe, and Barcode, and these technologies are available for Dedicated Readers, Industrial Tablets, Computers or even Smartphones.

### What type of reading technology do you recommend?

Reader technology is largely dependent on the specific site and application. Often operators have existing cards, for example magnetic stripe or proximity, which may already be in use at the site for something else like access control. In those cases, we would match the card technology already in use, so that personnel can use their existing cards, eliminated the need for additional card management.

If no cards are presently being used, then proximity cards tend to be the easiest to use, and affordable to implement.

## **Are the readers redundant (no single point of failure)?**

Yes. We believe the readers should have several levels of redundancy.

- Level one is an onboard computer that has a current database of the system, so if the network goes down during an event, the reader will perform regularly, and when the network is restored all data is synchronized with the reader and server automatically.
- The second level of redundancy has to do with checking people in, and there should always be at least two ways this could happen. In general, personnel could use some type of Card, Fingerprint, or be able to use the Reader Interface, most likely by a muster officer. Some examples of combinations are:
  - Proximity Card + Fingerprint
  - Proximity Card + Reader Interface
  - Proximity Card + PIN
  - Fingerprint + Reader Interface
  - Fingerprint + PIN
  - Barcode + Reader Interface
  - Barcode + Proximity Card
  - Etc.

In addition, we do also recommend a camera in the fixed readers, so the system can confirm who was at the reader at time of registration and compare against a picture on file. The knowledge by personnel that the readers captures pictures potentially reduces misuse or carelessness, or even vandalism.

## **How does the data from the readers get back to the server?**

The data or communication back to the server will be through the LAN which the readers are attached. Whether wired or wireless, the readers will submit data to the server directly when network is available, and store data to re-sync later if the network were to go down. As long as the readers and server are installed on the same network, the rest is automatic.

## **How can the system read muster results in an area that has no possibility of network?**

*E.g. Location is a drill floor and separated by two floors and inside a platform.*

Difficult, however if a mobile reader with an on board computer was turned on within range of the wireless network before it was used, it would quickly download the data from the server, and then the handheld or portable reader could be brought to the remote area, used,

and then returned to an area with wireless coverage, and the reader would automatically send the data to the server.

### **Can the network and system be configured with a level of redundancy?**

Yes. The level of redundancy is based on the design of the network. Redundancy in power, UPS, network cabling, network topography, CPU's and servers are all considerations. If the system is expected to run in real emergencies, then redundancy would be required, typically including 2 servers, one on each side of the location, and joined by redundant cabling which runs on separate sides of a location.

If a location already has a redundant network in place and has available resources, then system could operate on existing redundant network.

### **Are there ATEX approved readers? ATEX wireless? and ATEX fixed?**

Yes. ATEX Zone 1 and Zone 2 readers are available. Cost of ATEX (Ex) readers or devices are more expensive but, mandatory in hazardous areas.

## **System**

### **Can AutoCrew integrate with our existing database server to avoid double data entry?**

Yes, the AutoCrew runs on a SQL server. We could interface from another dedicated SQL server or be resident on the same SQL server. The interface of data would be quite simple.

### **Can we interface the data from an incoming manifest, into the Personnel-On-Board system?**

Yes. Assuming the manifest is an importable format (E.g. Excel, CSV, etc.), then the system would read the people in the file, add the new people to the database, and then allow you to check them all in as a batch, or if POB readers are in use, they would check themselves in on arrival.

## **How does the system assign persons to rooms and muster points?**

Generally, people are assigned to lifeboats based on their cabin number, so by assigning just the bunk number, that would automatically associate them with their respective muster stations and lifeboats.

We understand that this association can change from between companies, so our system would be adapted during commissioning to follow whatever current procedure your company uses for assigning muster stations and lifeboats.

## **How does the system account for a change of personnel expected at a muster point or duty station?**

In general, it would be as simple as being checked in the POB system, and through the cabin association, they show as being expected at their assigned muster or duty stations.

For alternating 12 hour shifts, see answer below.

## **Can the system allow for changing 12 hour shifts?**

Yes if required. For alternating shifts (day and evening), it would be a simple matter of entering the crew members Crew Code, and the system would match the crew codes together with the shift times associated with those Crew Codes.

Example:

- John Smith has Crew Code 'H', and Crew Code 'H' is set in the system for 8am – 8pm.
- Jane Smith has Crew Code 'X', and Crew Code 'X' was set in the system for 8pm – 8am

If there is a drill at 11am, then the system could determine that John Smith is required to show because he is On-Duty, as well as the system knowing that Jane is not required because she is Off-Duty.

## **What happens if a person shows up at the wrong muster point?**

No problem. Persons that show up at the wrong muster point would be accounted for but show up in orange on the bridge screen or muster point display. The bridge or muster officer then either ask them to stay where they are, or instruct them to their assigned muster point.

### **Can the bridge identify who is excused from a drill or is assigned to duty**

Yes. A person who is excused from the drill would be highlighted in blue. This could be individuals who are conducting the drill, people incapacitated at the time (in the infirmary), or individuals who are on an opposing shift, and not required to participate at that time.

### **Can the system also monitor different job sites?**

Yes. The AutoCrew can manage and track personnel in multiple locations and or for multiple job sites. For example, personnel on an accommodations barge can be accounted for, when they leave and cross a ramp, they will hit a reader and the system now understands that individual is located on that new platform or rig.

### **How can the system be managed and data viewed?**

The AutoCrew is a web based system. On-board, the system can be accessed directly over the network to the server. Either on-board or offsite, say worldwide persons that access the system simply by accessing a link. Depending on number of vessels being monitored and number of persons accessing the system, a web based server may be considered.

### **Can the system record or report when everyone arrived at the lifeboats?**

*This is a SOLAS requirement, and it would be good to record this for record keeping.*

Yes. AutoCrew will track a variety of event times depending on the type of drill. Data available or reports would at the very least include the following:

- Start time.
- End time.
- Total drill time.
- Time each person and station takes to complete check-in.
- Slowest and fastest, person and station.

In the case where a drill is called and people arrive at the muster point, and then Abandon Ship is called sometime after, you could simply click "Abandon Ship" in the program, and the application would also time from that point, to where you stop the drill after everyone has boarded lifeboats.

## What are the steps in getting an AutoCrew system evaluated, and installed?

- Initial client consultation to assess requirements.
- MRT to confirm how the AutoCrew can handle the customers applications
- MRT to supply a basic online demo for the POB/Muster system. The client can provide feedback, and recommendations or preferences for their own system changes.
- Recommend a site survey (usually 2-3 days), with a live demo of system on location, confirm customer requirements, software modules, and IT design for final proposal.
- Submit Final Proposal
- Proposal Accepted
- System gets staged with a server, configured software modules, required readers and network to test operation and functionality of the system before shipping.
- Once received, system gets installed, tested, people trained, and system commissioned.

## What if I have additional questions?

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