



13 October 2009

Ref: 09-006

BSS EXAMINER NEWS

Dear Examiner,

This edition of BSS Examiner News introduces minor changes to the look of the BSS Certificate, provides an update on the examiner web improvements and encourages you to visit the website to view more details about the forthcoming electrical courses and assessments.

1. Changes to the look of the BSS Certificate

The next time you receive a batch of BSS Certificates you will notice two changes to the look of the certificate. Firstly, the red text at the top and bottom of the front page is now black. This is simply a way of saving on printing costs and no substantial word changes or amendments to the boxes have taken place.

Secondly, the hologram is gone and in its place is the printed circle and BSS propeller. Your instructions don't change and you must continue to emboss the certificate issue at this place on the certificate.

This change reflects the fact that the security features that remain on the certificate satisfy Navigation Authority needs. The move also pre-empts greater emphasis on online licensing whereby the combination of the certificate number and examiner PIN represents a secure combination of numbers that cannot realistically be falsified.

We recommend that you inform your customers of the changed look of the certificate in order to allay any concerns they may have.

2. Examiner website update

As you know the BSS Examiner website is currently set up in two diverse but connected parts. Firstly there is the 'administration' side of the website which is operated through the Salesforce facility. You will know this part of the site from registering online, ordering examination materials, and receiving emails like this one.

The next administrative facility to be launched will be online examination recording planned for a staged release soon. We are currently working with an examiner test group to help refine the process and as soon as it is running smoothly, it will be released to further batches of examiners.

The other part of the online support system is the 'content' website, which includes the examiner electrical course information and the portable fire extinguisher survey and which is about to be vastly expanded to include the existing technical and policy information and guidance. It is nearing completion and is soon to be trialled by a test group.

The BSS Examiner web-support facility will be launched as soon as possible and you will see that, within a fairly short time and once its reliability is proven, it will become the main way of exchanging information and communication between BSS Examiners and the BSS Office and vice versa.

3. BSS Examiner electrical training and assessment

All places are now booked and nearly all examiners have their first choice allocation. Courses and assessments start next week and you are encouraged to view the joining instructions and extra details about the courses on the website. Also listed are those BSS Examiners attending each course, so take a look and see if car sharing is an option for you?

View the information by following the link: <http://application.boatsafety.com>. The username and password are case sensitive. The username is: BSSExaminer and the password is: Brightspark.

We intend sending out invoices for the cost of the courses shortly. For those examiners with courses taking place shortly, *please do not be concerned* about settling the invoice before attending the course.

Best regards,

A handwritten signature in black ink that reads "G.A. Watts". The signature is written in a cursive style with a horizontal line underneath the name.

Graham Watts, **BSS Manager**

P.S.

The next edition will be with you in about a month and will:

- provide information about the latest 'Fire Kills' campaign promoting smoke alarm use;
- outline the results of the recent survey on the effectiveness of older portable fire extinguishers;
- include a summary of the incidents that occurred in 2008 and the associated BSS risk management activity;
- introduce a photo competition for examiners.