



## Crew Portal 1.3 Release Notes

### Product Release Information

|                          |  |
|--------------------------|--|
| <b>Product:</b>          | BASSnet™ Crew Portal 1.3 (BN2.11 SP3 Compliant)  |
| <b>Release Number:</b>   | CP1.3  |
| <b>Release Date:</b>     | 17 January 2025  |
| <b>Customer Support:</b> | For more information or support, please visit our website<br><a href="http://www.bassnet.no/">http://www.bassnet.no/</a> |

### This release addresses the following issues:

This release note describes the new features and enhancements made in BASSnet Crew Portal 1.3 released on 17<sup>th</sup> January 2025.

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## Recent Changes

### New Features

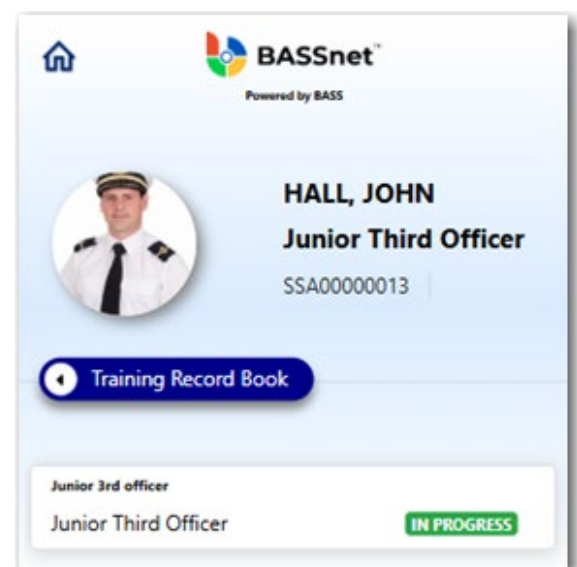
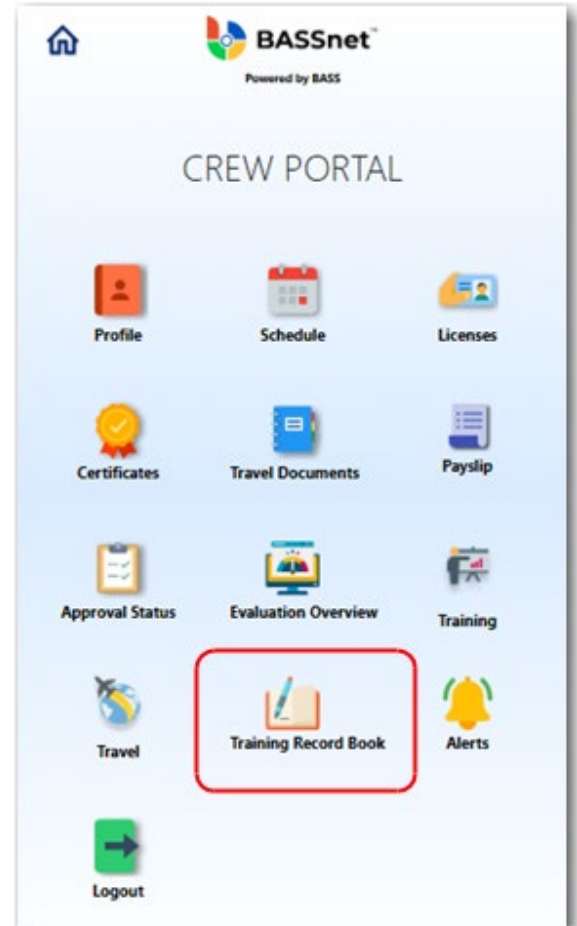
#### 1. Training Record Book

- ❑ [CR 15023] The **Training Record Book (TRB)** module in BASSnet HR Manager has now been added to the Crew Portal app to facilitate recording, assessing, tracking, and approving crew training records.

The TRB implements a structured, multi-step workflow for managing crew training records via the Crew Portal app. This workflow involves three user types: **Trainees / Cadets, Superior Officers, and Assessors (Master / Chief Engineer)**.

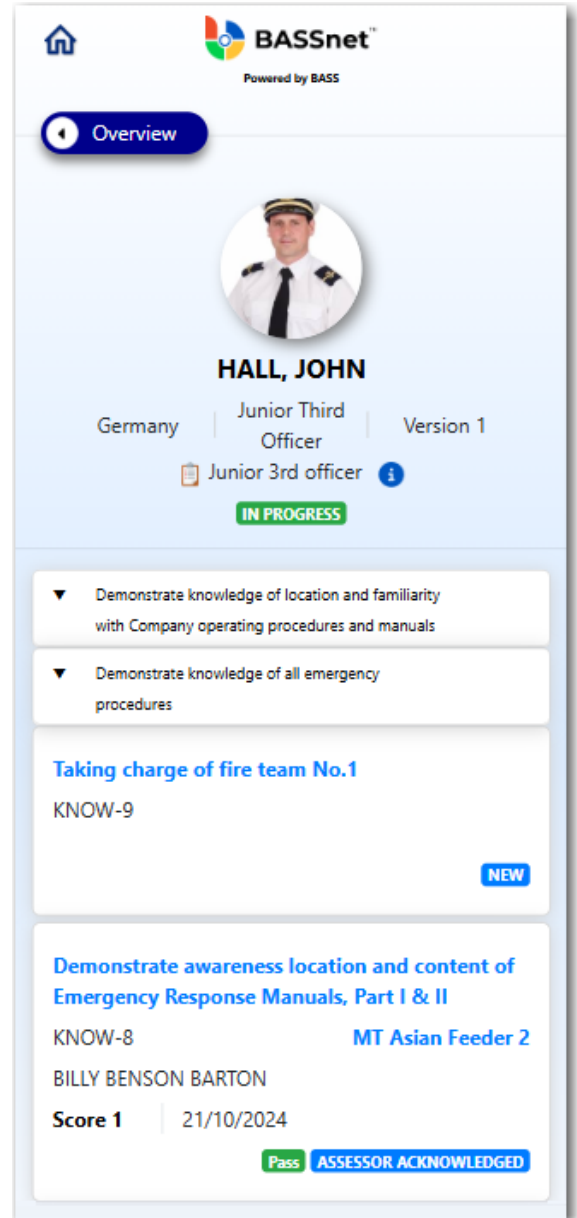
The following is a list of key features of the TRB:

- **Role-Based Access Control**
  - **Trainees:** View and edit their training records.
  - **Superior Officers:** View the training records of Trainees and access the training records of subordinate Crew for review and scoring.
  - **Masters/Chief Engineers:** Verify and assess Crew training records.
- **Crew Access**
  - Crew members can access the TRB by tapping the **Training Record Book** module on the Crew Portal home page.
- **Training Groups and Topics**
  - Trainees can select training topics that they must complete from a training group, and then enter the following details:
    - **Brief Description** (non-mandatory)
    - **Type of Training** (mandatory)
    - **Training Log / Comments** (mandatory)





- **Approval Workflow**

- **Trainee Submission:** After logging / completing a training record, the Trainee submits it to their Superior Officer.
- **Superior Officer Actions:**
  - Log in to the portal. A new alert will be displayed in the **Alerts** module.
  - Tap to open the alert and select the training record submitted by the Trainee.
  - Enter mandatory fields: **Score**, **Result (Pass / Needs more training)**, and **Superior Officer Remarks**.
  - Submit the record to the **Assessor** (Master or Chief Engineer).
- **Master / Chief Engineer Actions:**
  - Log in to the portal. A new alert will be displayed in the **Alerts** module.
  - Tap to open the alert and select the training record submitted by the Superior Officer for verification.
  - Verify the training details, and then tap the **Acknowledge** button to approve and finalise the record.
  - Specify the vessel where the training occurred.






The screenshot displays the BASSnet user interface. At the top, there is a home icon and the BASSnet logo with the text 'Powered by BASS'. Below this is a navigation bar with an 'Overview' button. The main profile section features a circular profile picture of a man in a white uniform, identified as **HALL, JOHN**. His details include 'Germany', 'Junior Third Officer', and 'Version 1'. A status indicator shows 'Junior 3rd officer' with an information icon and a green 'IN PROGRESS' tag. Below the profile are two expandable training record cards. The first card is titled 'Demonstrate knowledge of location and familiarity with Company operating procedures and manuals'. The second card is titled 'Taking charge of fire team No.1' (KNOW-9) and has a 'NEW' tag. The third card is titled 'Demonstrate awareness location and content of Emergency Response Manuals, Part I & II' (KNOW-8) for the vessel 'MT Asian Feeder 2', assessed by 'BILLY BENSON BARTON' on '21/10/2024' with a 'Score 1'. This card shows a 'Pass' status and 'ASSESSOR ACKNOWLEDGED'.



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**Training Record Book Topic**

**Taking charge of fire team No.1**

**NEW**

Brief Description

\*Type of training 

No training types selected.

\*Training Log/Comments

\*Score

\*Result


- Select Result -

\*Superior Officer Remark

|             |                           |               |
|-------------|---------------------------|---------------|
| Assessed By | Acknowledge On            | Pass Required |
|             |                           | YES           |
| Visual Name | Min. Completion Frequency |               |
|             | 1.0                       |               |

**Submit**

- **Guidelines and Configurable Criteria**

- The **Info** icon  on the **Overview** screen provides easy access to the following TRB guidelines: **Assessment**, **Superior Officer Remarks**, **Training Log**, and **Rating Guidelines**.

**Note:** These guidelines are set in the TRB registers in BASSnet HR Manager and are configured by Admin users who have access to the registers.

**Info** ×

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**Version**  
1.00

**Assessment Guideline**  
Demonstrating competency (Knowledge, Skill and Attitude) by doing...  
Oral questioning / discussing

**Superior Officer Remarks Guideline**  
(Prepared by Superior Officer)

**Training Log Guideline**  
(Prepared by trainee)  
A full description of the training outcome. How has the training been structured?  
What have you learned?  
Any other comment / suggestion?

**Rating Guideline**  
1 - Very good  
2 - Acceptable level  
3 - Need more training  
4 - Not acceptable level  
5 - No knowledge

## 2. My Bulletins

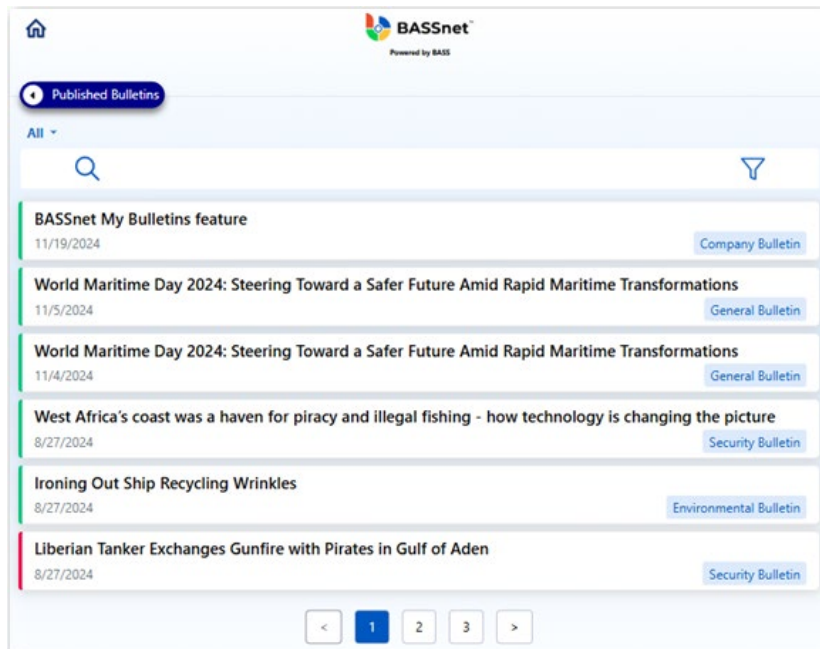
- ❑ [CR 15431] The **My Bulletins** module has been introduced in the Crew Portal app, allowing the crew to read and comment on published bulletins.

**Note:** Only bulletins published on BASSnet Web (3.0 and later versions) will be displayed in the Crew Portal app. Bulletins published in the desktop version of BASSnet (2.11 SPx and earlier versions) are NOT supported.

The following is a list of key features of the new My Bulletins module:

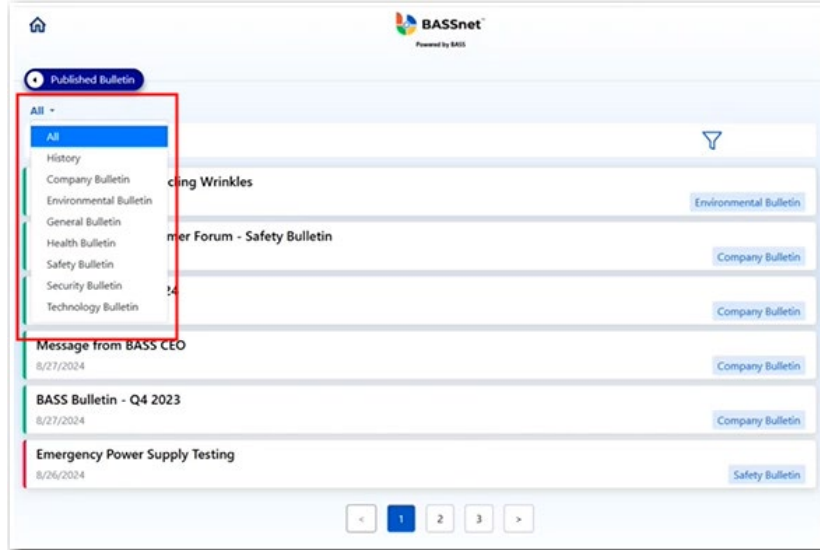
- **Office User Publishing via BASSnet Web 3.0 – My Bulletins**
  - Bulletin creation and publishing are managed exclusively in **BASSnet Web 3.0 – My Bulletins** by office users.
  - Once published, bulletins are made available to the crew in the Crew Portal app for their reading.
- **Bulletin Colour Indicators**
  - **Red:** Bulletins requiring reader acknowledgement.
  - **Green:** Bulletins that do not require reader acknowledgement and can be dismissed.


**Note:** These indicators are solely for categorisation and do not reflect whether the bulletin has been read or not.

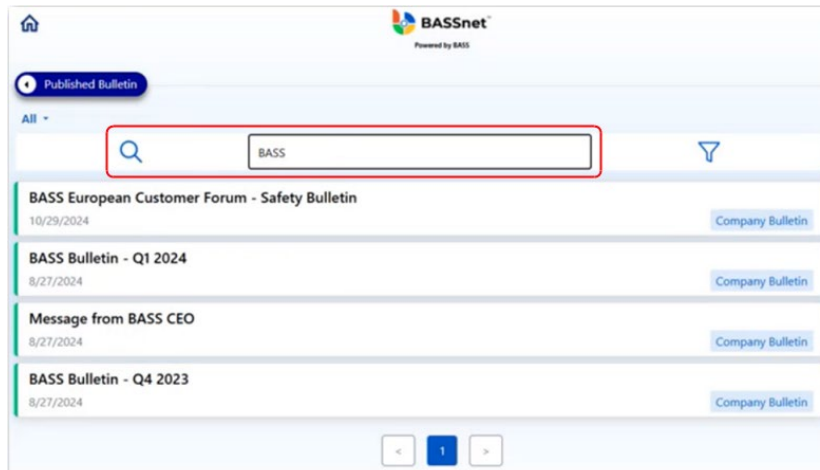



- **Filtering and Search**

- Bulletins can be filtered by categories, such as **Company Bulletin**, **General Bulletin**, **Environmental Bulletin**, **Safety Bulletin**, etc.



- Search bar  allows crew members to locate specific bulletin titles using keywords.



- Date filtering  allows crew members to filter and display bulletins based on specified **From** and **To** dates, with a default range set to the past one month from the current date.

### Filter Bulletins

From Date  
12/9/2024

To Date  
1/9/2025



| January 2025 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | Mo | Tu | We | Th | Fr | Sa |
| 29           | 30 | 31 | 1  | 2  | 3  | 4  |
| 5            | 6  | 7  | 8  | 9  |    |    |


**Filter**


Cancel

Thursday, January 9, 2025

- **Bulletin Access and Interaction**



- Crew can view a listing of all bulletins published to them by office users, select a bulletin to read it, and then perform the following actions:
  - **Add Comments**  – Submit comments directly on the bulletin.
  - **View Attachments**  – Open and view any attached files.






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**Overview**

**Liberian Tanker Exchanges Gunfire with Pirates in Gulf of Aden**

[Security Bulletin](#)




Pirate boat exchanged gunfire with the security guards on a tanker (file photo)

For the second time in as many days, a commercial vessel reports being approached by pirates in the Gulf of Aden. Today's incident resulted in an exchange of gunfire before the pirates were chased away and comes as authorities have warned that multiple pirate action groups are on the prowl off Somalia.

The vessel, which was identified as the Liberian-register tanker Yamilah III (74,886 dwt) by EUNAVFOR Atalanta, was reported to be approximately 100 nautical miles southeast of Nishtun, Yemen in the Gulf of Aden. The UK Maritime Trade Organizations said the master of the tanker reported sighting a small boat approaching the tanker which had departed Fujairah, UAE bound for Yanbu, Saudi Arabia. The tanker is managed by a company in the UAE.




- **Acknowledge**  – If reader acknowledgement is required by the bulletin category.

**Acknowledge Read?**

Have you fully read the article?

[Acknowledge](#)

[Back to read](#)

- **Dismiss**  – Remove the bulletin from the active list.

**Dismiss Article?**

Are you sure you want to dismiss this article?

[Dismiss](#)

[Back to read](#)

## Enhancements

### 1. General

- [CR 14318] Crew login activity, including user actions and the timestamps, are now recorded in the portal's back-end database for tracking.

### 2. Payslip

- [CR 15763] Crew payslips generated in the portal have been updated to match exactly with payslips generated in the HR Manager, ensuring standardisation, accuracy, and completeness of wage information.

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