



Staff Centre Group of Companies

# Staff Centre Guide

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**“High quality and technology based  
shipmanagement solutions built on  
our partners trust”.**







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Offices

# 01 —

## Our Companies Locations & Contacts



### Staff Centre Shipmanagement Ltd

**Location**

32 Francuzskiy Boulevard  
65058, Odessa,  
Ukraine

16, Agora Anexartisias  
3036, Limassol,  
Cyprus

**Contacts**

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### Staff Centre Crewing

**Location**

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## True Gear

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## Softo

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## About

Staff Centre, founded in 1999, is one of the most reliable shipping companies providing worldwide seaborne transportation solutions in the dry bulk sector. Staff Centre Group consists of a number of partner companies: Staff Centre Shipmanagement, Staff Centre Crewing Company, Staff Centre Training, Chesva Enterprises, whose scope of services incorporates technical, commercial & operational management, crew recruitment, training and repair services.

Staff Centre Group is currently managing a fleet of 7 bulk carriers; over 70 vessels are under crewing management; 69 shore-based employees enable the delivery of safe, reliable and efficient services through a network of ship management, crew service, repair service and maritime training center offices.



## Vision

# 02 —

## Staff Centre Group of Companies

### Our Vision

Our Vision is to be universally recognised as one of the best closed cycle ship management companies in the shipping industry for quality of service reliability, pursuing policy of zero accidents and ensuring environmental responsibility.

Recognizing our market leadership position in the safe and efficient carriage of cargoes, our focus is upon strengthening that position so as to clearly be recognised as the ship manager of choice through maintaining the highest standards with regard to the safety of our employees, contractors and service providers; consistently high service levels to our customers; routinely high standards of cargo care; an outstanding record with regard to reducing the company's impact on the environment.

Our desire is to clearly differentiate ourselves from our competitors via the introduction of innovative client oriented services for our customers, cutting-edge technology to reduce the company's environmental impact and setting the highest standards for training and expertise of our staff, so that our customers recognise and support our superior service delivery and our employees' career opportunities are enhanced.



History

## 03 — Staff Centre Bio & Key Figures

The history of the Staff Centre Group of Companies started in 1994 in Odessa when the core employees of our company started their shore carrier with a Ukrainian shipmanagement company, which operated four dozens of large capacity bulk carriers. Over several years, shipmanagement activities were broadened, and it was decided to form a separate company - Staff Centre Company - in 1999. Staff Centre Company started to build an efficient network of associated companies which were later converted into the Staff Centre Group consisting of Staff Centre Shipmanagement, Staff Centre Crewing Company, Chesva Enterprises and Staff Centre Training.

Based in Odessa and Limassol, our dedicated teams oversee all aspects of ship management from chartering and crewing to sophisticated repairing and financial issues as well. The Staff Centre Group expands the scope of services for all customers by applying a fully computerized shipping management system, utilizing cutting-edge methods of technical management and improving professional level.

Staff Centre Group of Companies has comprehensive knowledge and experience in satisfying the modern shipping needs of clients, who don't wish to burden themselves with overheads and additional staff while retaining a full control. Rather than doing it all in-house, you can simply delegate the entire management services to us.

Our office computer-based solutions may enable you to engage as much vessels as possible into management providing a constant operational control at any time and place in the world.





Company Bio	1994	Ukmar Shipmanagement Ltd providing services for 37 vessels of Handymax and Panamax sizes
	1999	Staff Centre Company was established to perform recruitment of Ukrainian seafarers for foreign Shipowners
	2003	Staff Centre Shipmanagement Ltd was established as a head quarter of the group
	2020	Technical, Safety and Crewing Management of 9 bulk carriers with High Performance Status in various PSC MoUs

Key Figures	6	Offices
	69	Employees
	8	Own online applications
	23000+	Candidates
	600+	Subcontractors
	1	Bank recognition
	0.464	PSC deficiency rate
	4	RightShip Safety Score Fleet
	4	Lloyd's courses completed
	19	BIMCO KPIs implemented
	21	Years on the shipping market











**Staff Centre Shipmanagement provides a complete ship management service including building supervision, purchase of a vessel, crewing, operating, maintenance, repair, insurance, legal services, procurement and assisting the owners in finding charters for their vessels.**

**Staff Centre Shipmanagement is a customer-focused company which is committed to providing the highest-quality service. To this effect, the company works in full compliance with IMO ISM and the ISO 9001:2015. As the result of this strategy, Staff Centre Shipmanagement Ltd. has the status of “High Performance Company” in the PSC Paris MoU, Tokyo MoU and also has the recognition in accordance with USCG QUALSHIP 21 Program.**





Overview

# 04 — Staff Centre Shipmanagement

Companies:

Ukraine / Cyprus  
Ukraine / Cyprus

Staff Centre Shipmanagement Ltd  
Chesva Enterprises Ltd

Ships with technical, safety, security and operational shore-based management.

Companies offer the extensive spectrum of ship management and marine consultancy according to the highest international standards, designed to relieve the Shipowners of the routine workload related to operation of their vessels.

Companies are fully IACS ISM certified, which allows us to provide our services in full compliance with the highest international management standards.



Odessa bases office of Staff Centre Shipmanagement Ltd.



## Technical Management

# 05 — Technical Management

Technical Management undertakes a full technical maintenance of vessels in optimum operational efficiency and robust condition while ensuring full compliance with current and upcoming international and national rules and regulations as well as efficiently and effectively in accordance with Shipowners' and Charterers' requirements:

Services	Technical consulting and project management
	Registration services
	Dry docking
	Own planned maintenance system
	Fuel efficiency performance monitoring
	Ship supply management
	Vetting/pre-purchase inspections
Features	Our OPEX usually 10% lower than the average level observed by Moore Stephens Annual OpCost Report
	Lloyd's Maritime Academy Certification in fields of Superintendency and Dry-Docking Planning
	Contract with TNB FUEL SERVICES SDN BHD for vessels pre-purchasing inspections



## Safety Management

# 06 — Safety Management

Safety Management ensures that the fleet is well documented with all certificates, manuals and other documents, required for world-wide trade, and many other services, ensuring the compliance of each vessel with all regulatory requirements such as IMO, SOLAS, MARPOL, etc. - and all of that being as parts of the Company's overall Safety Management System:

Services	ISM and ISPS Codes
	MLC 2006 Convention
	Local/National/State regulations compliance
	ISO 9001:2015
	BIMCO KPI Data Analyze and Monitoring
	RightShip Risk Monitoring
Features	High Performance Company in the Paris MoU; Tokyo MoU and USCG region
	Our fleet with 4 Safety Score under RightShip Performance Monitoring
	A multi-disciplinary team of professionals certified by the Lloyds Maritime Academy in the field of Incident Investigation
	Confirmation of due diligence by the Consulting Company Ingenieurburo Wesselman GmbH



Vessel Accounting Management

# 07 —

## Vessel Accounting Management

Vessel Accounting Management aims to provide Shipowners with timely and accurate reports of relevant financial statements 24/7/365:

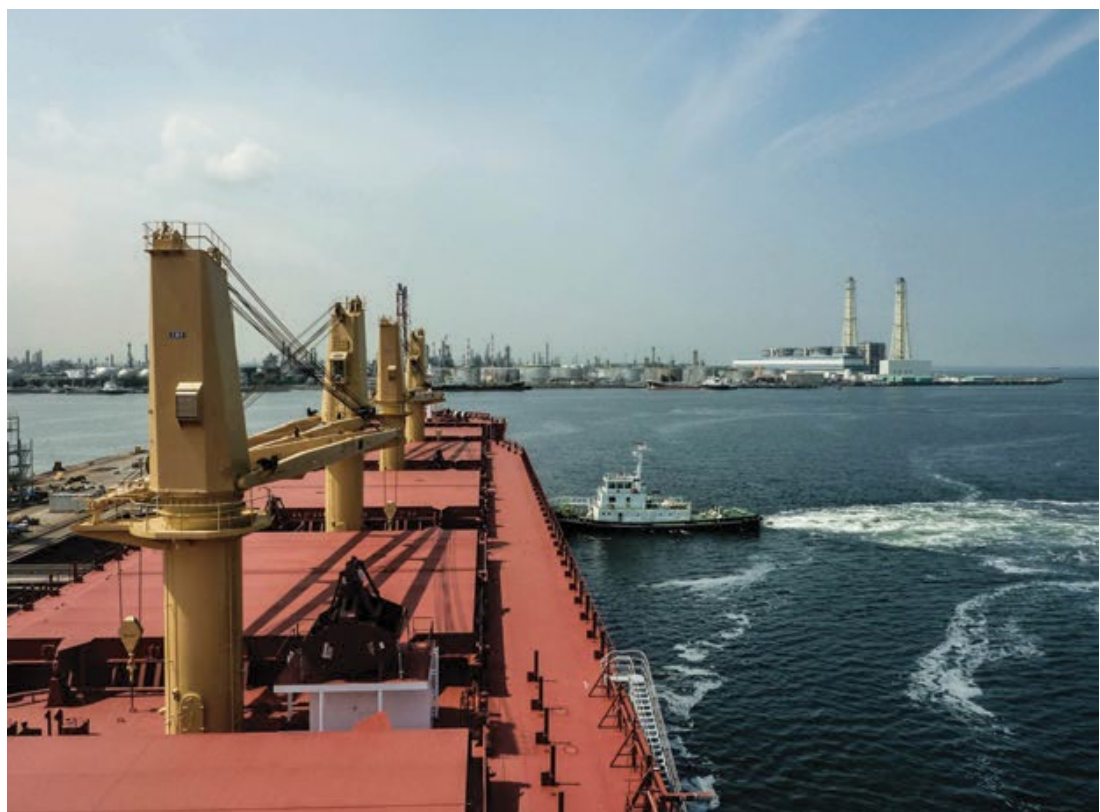
Services	Daily updates
	Functionality to review every invoice
	Clarification of each item of expenses
	Deviation tables overview
	Transparent and accountable
Features	Transparent accounting system without hidden payments
	Clear and clean audit tracing
	Direct access to Shipowners 24/7/365
	Moore Stephens audited company





In the beginning of 2021 Staff Centre Shipmanagement had 7 ocean-going bulk carriers in management.

Most of the managed fleet vessels  
are built in 2010–2012.







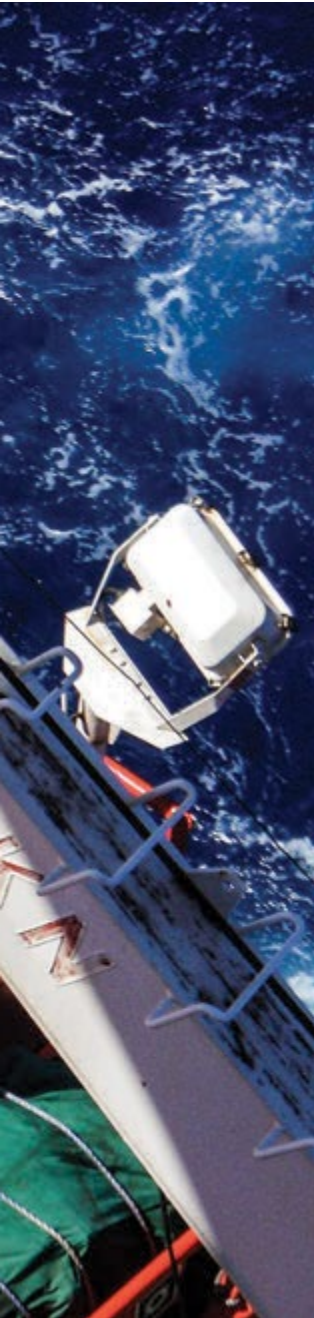












## Crewing &amp; Training

## 08 —

Staff Centre  
Crewing

Employment of competent crew is one of the most important factors in order to provide the safety of life at sea, the protection of maritime environment and avoidance of damage or loss of the ship and her cargo. Our policy is to obtain the best possible standards of crew through selection, assessment and training in close cooperation with our Principals.

## Services

Recruiting

Coordination of crewing needs for vessel

STCW flag endorsements

Protection and indemnity services

Payroll services

Travel coordination

## Features

A centralized system of seafarers' information monitoring for compliance with flag and national requirements

23000+ candidates in own database

93% crew retention rate





## Riding Squads

# 09 — Riding Squads

Providing riding squads for the ship's repair and routine maintenance of different kinds of ship's machinery and equipment as well as paint works during either sea passage or port stay or dry-docking is a demanded service nowadays that allow our Clients to reduce technical part of the running cost substantially. Compact traveling squads are designated to mobile and major ship repair and can carry out all types of works on all types of vessels for our respected customers with wide range of jobs on board the vessels or any offshore marine units.

Services	All kinds of works on board passenger vessels
	Hull and tanks cleaning and painting
	Renewal and repair of pipelines and valves
	Repair of main and auxiliary engines, ship's machinery
	Repair and renewal of platings and all kinds of welder works
	Installation and repair of electrical equipment
Specialists	600+ contractor personnel
	Painters, sprayers
	Pipeliners
	Fitters
	Welders
	Electricians





## Staff Centre Training

# 10 —

## Staff Centre Training

Staff Centre Training provides professional development for the Company employed seafarers. Various training programs, useful information about safety, technical, commercial, legislation, and human resources issues help our seafarers to achieve and maintain the highest quality of service in ship operations in compliance with the International Conventions STCW, SOLAS, ISM code, ISPS, IMO recommendations, National requirements and requirements of Shipowners.

Services	30 in-house training courses on various industry matters
	7 STCW certified training courses
	Modern and digitalized training programs
Features	Transas ECDIS approved course
	GMDSS & ECR simulators
	STCW certified training courses



## Training Seminars

## 11 —

Training Seminars  
Launching

The biggest challenge in marine industry now is a poor quality of crew training, lack of experience and the crew not adhering to the principles of safety.

Extensive experience enables crew to predict, recognize and prevent hazardous situations. From our extensive experience we've learned that the most effective measures are those which involve us working closely with our seafarers.

Sharing best practice information and case studies in a concise and relevant way will interest and engage with today's seafarer. Staff Centre Shipmanagement jointly with Staff Centre Training is looking into a number of different ways to enhance the learning experience of seafarers, such as through crew seminars.

The expenses of proper and effective training of crew and shore side personnel must be seen as a short-term loss to benefit the Company and crew over the long-term. There must be the understanding that both half of the business, on shore and at sea, are working towards a common goal.

















## Seafarers Travel

12 —

Vospaco  
Enterprises

Vospaco Travel Agency has been working in the travelling business for seafarers since 2014.

Vospaco Enterprises is a Cyprus based specifically organized travel agency having a well-established team of qualified personnel readily available to provide comprehensive crew travel services for shipowners and ship managers on the 24/7 basis with the purposes to offer the most suitable flights with lowest fares for their crew members, including seaman's airfares, to most worldwide destinations as well as appropriate hotel booking all over the world and land transportation within Ukraine by bus, train and car. All visa and insurance arrangements can also be arranged and travelers can reach destination without any problem.

In case crew must stay overnight during sign-in or sign-off or vessel's delay, hotel accommodation can be booked from our side.

All the above are handled by our experienced and well trained staff who takes care personally all your enquiries and reply in the most professional and fast way.









## IT development

13 —

Softo

As a devotees team, we're using Agile development model for design creative and interesting solutions for the internal needs of the company. Our technology practices bring deep technical skills in vital solution areas to help us implement strategic technologies.

Softo team use Ruby On Rails as a primary technology for delivering great web products. Solid web applications are built upon expertise in different areas and technologies like relation and NoSQL databases, key-value storages, proxy, web and application servers, JavaScript eco system, cloud deployments, continuous integration, performance monitoring and quality control. We always strive for highest standards and optimize our Agile development process to ensure outstanding delivery whilst constantly learning new practices and technologies, applying them in production and share knowledge within our team.



Softo products logos: Heatech, Finvisor, Shipvisor, Taskvisor, Crewvisor

**Languages**

Ruby  
JavaScript  
HTML  
CSS  
Sass  
CoffeeScript  
Haml  
Shell Script  
Java  
Clarion  
C/C++

**Storages**

**SQL Data**  
MySQL  
PostgreSQL  
Microsoft SQL Server

**No SQL Data**  
MongoDB

**Key-value**  
Redis  
Memcache  
MemcachedB

**Side JS**

Node.JS  
NW.js (node-webkit)

**Servers**

**Application**  
Passenger  
Tomcat

**Web**  
Nginx  
Apache

**Search**  
Sphinx search  
Apache Solr

**Monitoring**  
Pingdom  
Monit

**Frameworks****Application**

Ruby On Rails  
Sinatra

**Javascript**

JQuery  
AngularJS  
Backbone.js  
ember.js  
Prototypejs  
Knockout.js

**Autotesting**

Cucumber  
Capybara  
RSpec  
Jasmin  
Selenium  
Watir

**CSS front-end**

Bootstrap 3

**Development Tools**

GitHub

**Code quality**

Code Climate

**Continuous Integration**

Semaphore

**Tracking systems**

JIRA cloud + Agile  
Redmine + Backlogs

**Cloud**

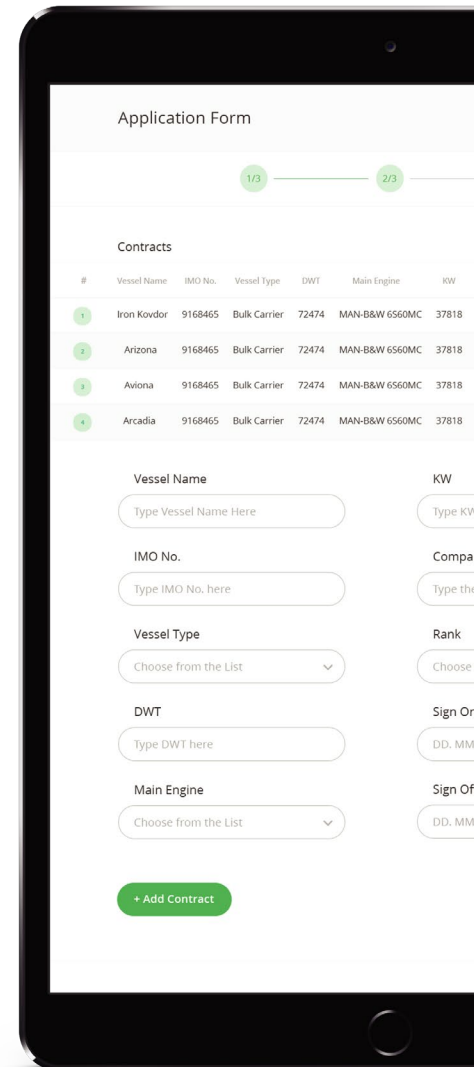
Amazon web services  
Heroku

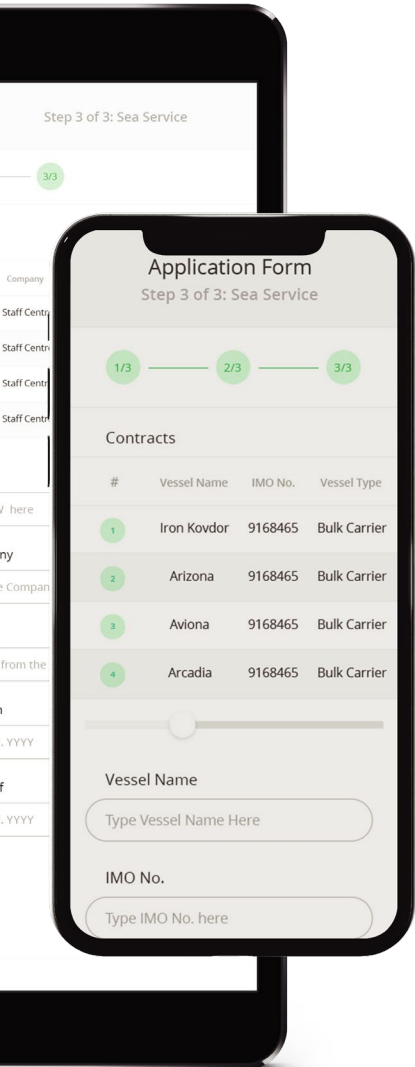
**Hosting**

Amazon  
Heroku

**Email marketing**

Mailchimp





The following projects were developed aiming to gain control of client's touch-points ensuring best management services:

Shipvisor

planned maintenance system

Invisor

stock control, delivery planning, logistics

Heatech

energy efficiency management

Finvisor

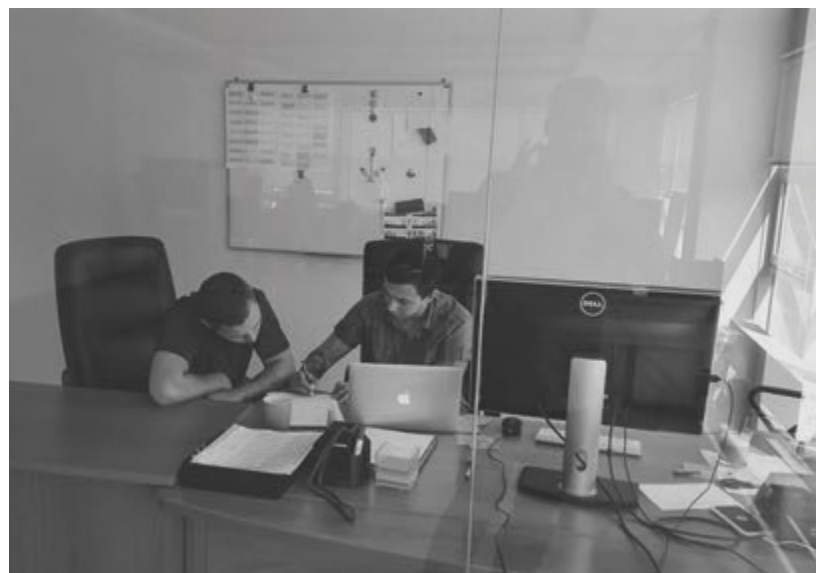
financial accountability

Crewisor

crew management, crew rotation & monitoring

E-SCMS

distributed replicated procedures and documents synchronized with shore data







# 14 —

## Shipvisor

Shipvisor is a cloud web-based planned maintenance system optimized for periodically disconnected environments. It allows planning maintenance of various vessel equipment following the manufacturer's maintenance schedules and supervision of the timely execution of all necessary jobs.

Built upon decades of seagoing experience and best practices of technical management experts of Staff Center Shipmanagement Ltd, Shipvisor meets all demanding regulatory standards for marine planned maintenance software.

It is developed with ease of deployment in mind, making adding new vessels relatively simple by reusing templates. It praises simplicity, efficiency, and adaptability, being driven by the core values of SCG.

The system can effectively operate in poor network communication conditions like periodically disconnected Satellite environments. Thanks to the replication system, data synchronization can be safely carried out at any convenient frequency via regular e-mail.

Shipvisor supports role-based planning with automatic job assignments and has a unique algorithm for prioritizing upcoming jobs. This algorithm helps the crew to plan their work and acquire additional resources beforehand.

The software helps to submit and review purchase orders, align maintenance plans with the delivery schedule, optimize logistics, and track ship inventory. Detailed job descriptions, manuals, drawings, manufacturer specifications, recommendations & requirements, plus superintendent comments are available for the crew, providing all necessary data in case of a breakdown. It also helps to make the best decision if the job should be addressed immediately, postponed due to a respectful reason, or shifted for the upcoming dock repair.

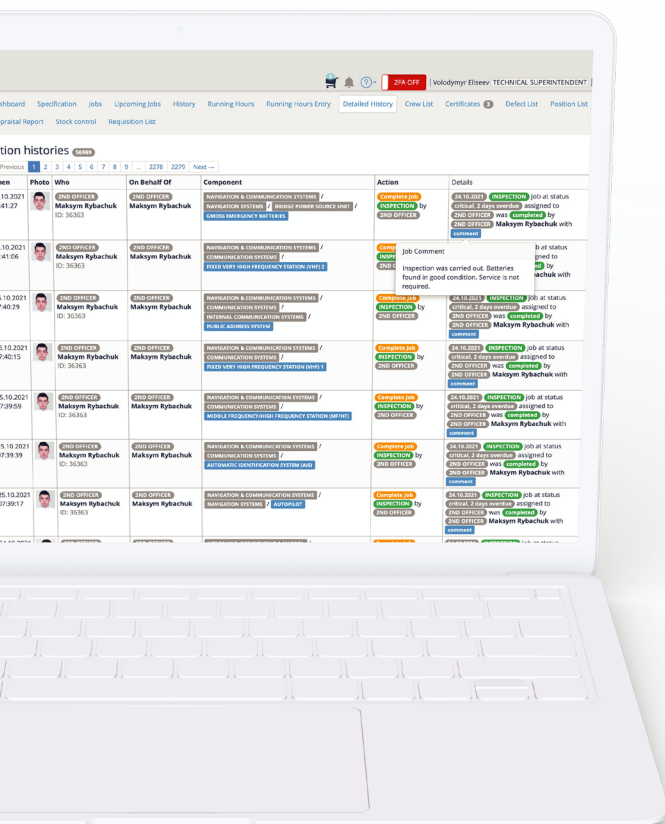
The vessel module allows officers to track important jobs, review and analyze the schedule, check crew comments and attachments, get notifications for critical equipment service. The system keeps track of all details of maintenance history, including information of the crew member who carried out the service, when the job was actually done, who supervised the process, who checked job comments or attachments. This history is protected from any future amendments.

Shipvisor provides different access levels for users based on their role and permissions and tracks the history of all actions; this information could be used to review performance according to KPIs.

The system calculates the usage rate for components, making calculated predictions based on maintenance history. Filters by critical equipment and machinery under the inspection of the classification society allow paying utmost attention to these components, prevent failure, or minimize the downtime of the most crucial equipment.

Shipvisor has a defect list management module, where every breakdown episode is listed. Root cause analysis and corrective actions are under the supervision of shore specialists; it helps to eliminate malfunctions quickly and effectively and make adjustments to the maintenance schedules based on operating experience.

Shipvisor can be used in any area where regular maintenance is required.





# 15 —

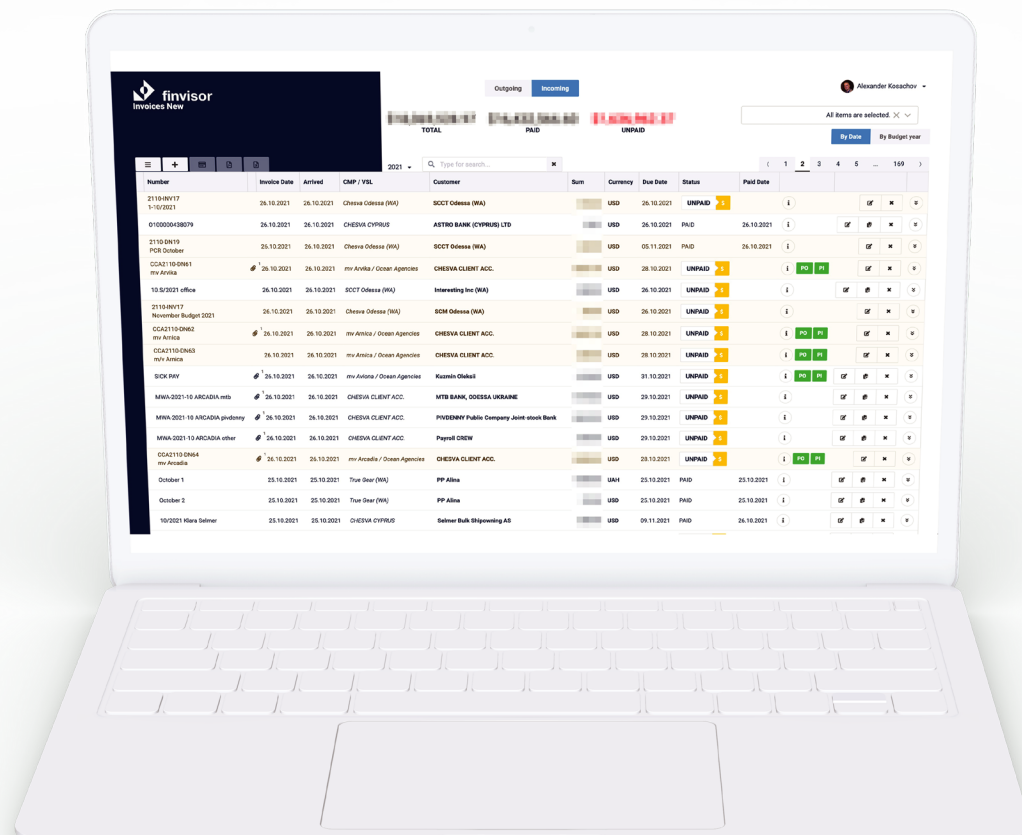
## Finvisor

Finvisor is a modern product for financial monitoring, planning, budgeting, and reporting. It provides centralized financial management for medium to large organizations.

Finvisor stands out from available solutions on the market by having dedicated financial modules for crewing and ship management businesses. It allows managing the budgets of several companies referring to a financial group. Finvisor allows organizing invoices by purchase orders, monitoring and generating delivery notes associated with equipment purchases, and has powerful customizable reporting modules for both internal needs and associate partner companies who need to monitor financial performance. It also has a payroll module for controlling payments to seafarers or employees.

Finvisor principles are simplicity, efficiency, and transparency. All commercial data updates in real-time; all issued or paid invoices are immediately reflected in all reports, which helps to keep track of financial plans and budgets, handle debts, review and adjust payment terms. These tools are available to both financiers, operational and executive managers and ensure stakeholders and partners have all financial activities under control.

The system is highly customizable to fit the needs of various businesses, provides encryption and security for financial data, protects against data adjustments by an internal or external attacker, can be installed on client servers or provided as a SaaS solution.





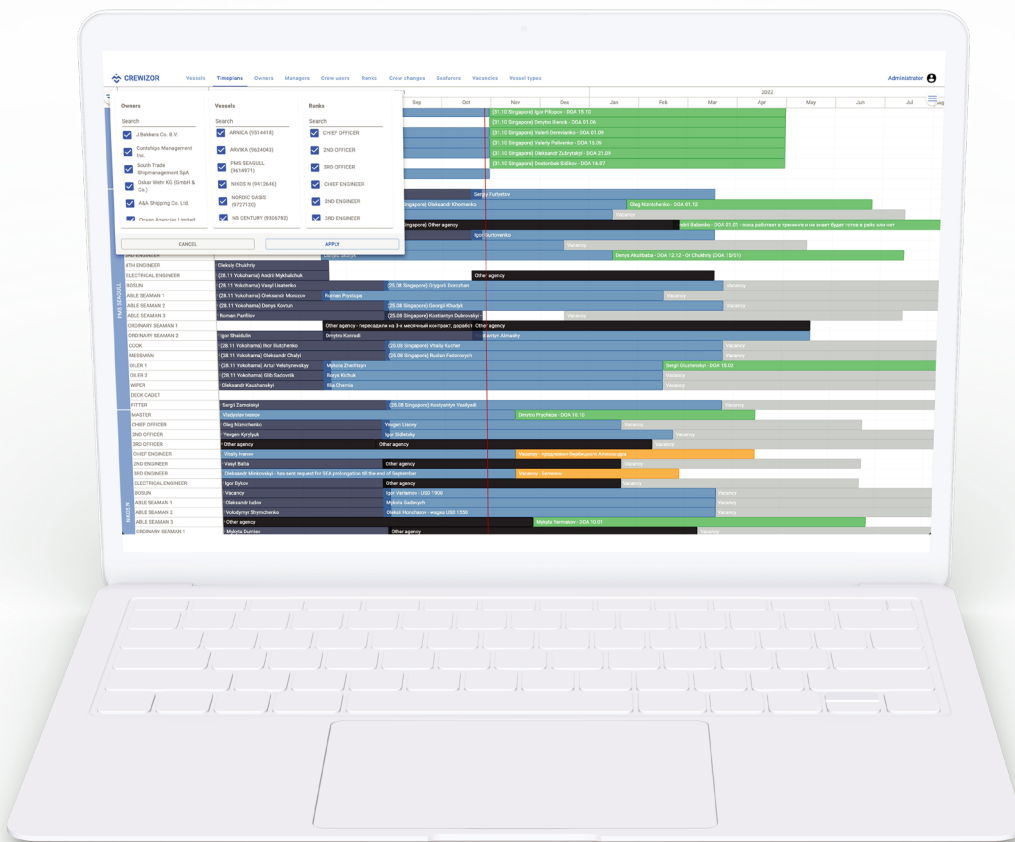
# 16 — Crewisor

Modern crewing software that covers all essential crewing company requirements: the database of seafarers allows storage of personal and contact information, sea service records, seafarers' documents, recommendations, certificates, appraisal reports, comments, reviews, contracts, employment history, shipowner requirements, re-employment recommendations.

Allows tracking information about the seafarers' readiness date, propose a seafarer for approval with a complete package of documents, easily track and consider seafarer's salary expectations, date of readiness, experience and contact details, examine the knowledge of English, track information about health, vaccinations, and provides document expiration reminders.

The system helps to effectively plan crew changes, taking into account both requirements of shipowners and the seafarers' preferences; track changes, trace orders for work clothes and tickets, publish new vacancies, and carry out scheduled shifts.

Contains ships database with manageable vessel details, including engine manufacturers and types, naming records, past management companies information, and history of flag changes. It allows searching for seafarers with experience on certain types of ships with selected engines, weeding out unrecommended candidates, reusing the candidates from the approved pool.



The heart of Crewisor is an interactive online planner, where one can review the planning process, make operational changes, and leave comments for other users. The scheduler ensures it is impossible to plan the same seafarer for a different vessel. It also permits transferring a group of ships between inspectors, allowing administration of their operational workload.

Partners or shipowners could be provided with access to the system, which allows them to track the planning process in real-time, review candidates, and make the necessary adjustments.

The software could be integrated with the financial and the planned maintenance modules, which are licensed separately.





# 17 —

## Heatech

Marine heat engineering software system used for monitoring and improving energy efficiency, technical and operational performance of the fleet.

The system consists of three modules:

**Ship module:** used for daily monitoring crucial technical and operational parameters of the vessel, such as information on the operating modes of main and auxiliary engines, data on weather conditions, bunkering, operation in compliance with charter requirements, monitoring levels and consumption of fuel, oil, fuel treatment additives. Enforces input validation and provides tools to check the data accuracy and integrity, with additional weekly data review. Synchronization with office servers is available even for unreliable, periodically connected environments. The data protection layer ensures all communication is performed only in encrypted form.

**Office module:** used to control all operational aspects of the fleet, allows verification and approval of ship reports by technical superintendents and serves the primary purpose of prompt response based on the analysis of the data received. The vessel data is protected against any alterations in the office. If any modification is required, corrections could be made only by authorized users onboard.

**Analytics module:** provides monitoring tools and visualization of gathered data. When any significant deviations are detected, it raises warnings for superintendents, leading to timely response, immediate preventive or corrective actions. Helps in planning bunkering and scheduled repairs, generating reports for shipowners.

This software system was developed by Softo taking into account the best practices of Staff Center Shipmanagement Ltd, decades of expertise of the leading marine technical management experts, and under the scientific direction and supervision of the Doctor of Technical Science Yuriy Dovidenko. It is successfully used for monitoring and managing the energy efficiency and technical performance of large-capacity bulk carriers.





Working Uniform

# 18 — True Gear

We've been making professional workwear for the maritime industry since 2016.

With our own manufacturing and product development, we can guarantee function and quality down to the tiniest detail. Each garment is specially designed to meet the needs of every specific profession in terms of function and design.

Our immense product line is defined by its superior strength, style, and durability. Our reputation is defined by competitive pricing and rapid delivery from stock.





Endorsement

True Gear



Marine safety work wear

Coveralls  
Uniform  
Footwear  
Sweaters  
Galley wear  
Accessories

Services

Embroidery  
Design sewing development  
Workwear branding  
Individual sewing workwear





Staff Centre Group of Companies

