

## How to execute emergency drills on the web side (document)

Emergency drills will be automatically generated after approval according to the annual emergency plan. Users can also add temporary drills according to their needs.

According to the effective date and cycle, the emergency drill execution tasks will appear on the workbench waiting task interface.

Users can log in to the OLISS Web side, enter the workbench interface, and follow steps 1-4 below to perform operations.

The screenshot shows the OLISS Workbench interface. The top navigation bar includes 'Workbench (20988)', 'Vessel Monitor', 'Find', 'Switching System', and user information. The left sidebar lists various management functions. The main content area is titled 'Waiting Task (825)' and contains several task categories: 'Em'cy Drill(17)', 'Em'cy Drill(790)', and 'Antifouling Management(18)'. A red box highlights the 'Em'cy Drill(17)' task, and a red arrow points to it with the instruction '2. Click "Emergency Drill" under the waiting task'. Another red arrow points from the top navigation bar to the text '1. After logging in to the OLISS web side, the user will enter the workbench interface by default'. Below the tasks, there are sections for 'Cost Statistics' and 'Operation Log'.

The screenshot shows the 'Execute Emergency Drills' interface. The top navigation bar includes 'Workbench (20988)', 'Vessel Monitor', 'Find', 'Switching System', and user information. The left sidebar lists various management functions. The main content area is titled 'Execute Emergency Drills' and contains a table with the following columns: No., Vessel, Executing Project, Period, Execution Month, Status, and Operation. The table lists six drills. A red box highlights the 'Execute' button for the third row. A red arrow points from the 'Execute' button to the text '3. When there are many drills, you can search for the target drill through the filter bar, and then click "Execute" on the right side of the drill'. Another red arrow points from the 'Please select time' filter to the text '3. When there are many drills, you can search for the target drill through the filter bar, and then click "Execute" on the right side of the drill'. Below the table, there is a pagination bar showing '17 Total', '10Total/Page', and page navigation buttons.

No.	Vessel	Executing Project	Period	Execution Month	Status	Operation
1	Shore-based	火灾演习	1	Dec 2024	To Be Executed	Execute
2	Shore-based	演习11	1	Dec 2024	To Be Executed	Execute
3	LINK OCEAN 1	海盗演习	2	Dec 2024	To Be Executed	Execute
4	LINK OCEAN 1	火灾演习	3	Dec 2024	To Be Executed	Execute
5	LINK OCEAN 1	救生	1	Dec 2024	To Be Executed	Execute
6	LINK OCEAN 1	救生演练	1	Dec 2024	To Be Executed	Execute

The screenshot shows a software interface for managing emergency drills. On the left is a navigation menu with categories like 'Customs Affairs Management', 'Marine Charts & Publications', 'Annual Em'cy Plan', 'Emergency Drill', 'Annual Em'cy Plan', 'Em'cy Project Setting', 'Anti-fouling Management', 'Vessel Incident Records', 'Address Book', 'E-Signature', and 'Others'. The main area is titled 'Execute Emergency Drills' and contains a table with columns 'No.', 'Vessel', and 'Executing Project'. The table lists six entries, including 'Shore-based' and 'LINK OCEAN 1' vessels. On the right, a form titled 'Add Drill' (with a 'To Be Executed' status) is open for a '海盜演習' (Piracy Drill). The form includes the following fields: 'Project Type: Drill', 'Execution Month: Dec 2024', 'Project Requirements: 模拟海盗来袭的场景进行演练', 'Project Attachment:', 'Executing Status', 'Drill Date \*' (Please select), 'Specific Time' (Please enter), 'Drill Location \*' (Please enter), 'Weather Condition' (Please enter), 'Participants \*' (Please enter), and 'Drill Content Description' (Please enter). A red box highlights the 'Executing Status' field and the 'Submit' button. A red arrow points to the 'Submit' button with the text: '4. Complete the drill executing status (with \* Required), and then click "Submit"'. The 'Submit' button is highlighted in blue.

No.	Vessel	Executing Project
1	Shore-based	火灾演习
2	Shore-based	演习11
3	LINK OCEAN 1	海盗演习
4	LINK OCEAN 1	火灾演习
5	LINK OCEAN 1	救生
6	LINK OCEAN 1	救生演练

**Next step:**

After the emergency drill is completed, according to the process approval node, the documentation will be transferred to the personnel workbench with acceptance authority.