

YOUR
NEEDS

OUR
MISSION



SIRIUS

CREW MANAGEMENT
& CONSULTING

index

who we are

07

mission
profile
celebrating
crossbordering

what we are
good in

15

cost cutting

what we do

17

manning
consulting
tooling

how we do it

23

targeting

info @ sirius

25

contacting



SIRIUS NESS

mission

“Innovative Crew management” is our mission.

We make every effort to “perform the job in the best possible way we can”, anything less is unacceptable.

Due to the highly technological nature of modern vessels, they require highly qualified crewmembers, skilled to manage them technically and allied to this an ability to optimize their commercial employment too, thus satisfying shipowners’ and charterers’ requirements.

We believe that, in order to be successful in the shipping industry, 5 main elements are vital. “crewmembers, vessels, innovation, tradition and training”, elements which are as important today as they have been in the past and will continue to be in the future.

We pride ourselves on our transparency, innovation and seriousness.

CEO
Filippo Guadagna

who we are



CREW IS OUR BUSINESS CARD

profile

We manage crew

We require our Crew to operate in such a way which is efficient and environmentally respectful; crew is the business card of Sirius and Owners'.

SIRIUS IS A PART OF SOMETHING BIGGER

Working with Sirius is like going shopping in a "boutique" instead of a supermarket; we can tailor make our service for an exact fit for your company's needs instead of a ready-made one.

Screening, cost-control, annual budget forecast monitoring, support and consultancy activity are our skills, all with a strong determination in our daily-working activities.

Crew management means, first of all, the ability to listen carefully to the people, Crew and Owners, collecting the information to make the best choice in the daily management as well as under "emergency".

We're aware of Owner's needs and goals which need to be achieved through our crew and their wealth of experience while, on the other hand, the crew have trust in us for their present and future security too.

They both trust us and we feel that it's our duty to find the best way to satisfy both, supporting the Owner in taking the best available decision, showing him all benefits, costs and consequences too.

The nationality of the crew on basis vessel's type/flag and trading area is one of the main factors to be carefully considered in advance, together with Owner's policy/knowledge to properly instruct the on-board staff prior their joining.

The crew-training is fully "Owner's style", clearly explained to the crew Owner's expectations, through the Company policy, to create the consciousness of being a part of a team.

We think that this is the only way to make every crewmember on board become "Owner's business card".

After a long experience working for a big Cruise Company in 1997 Sirius was born as a personal challenge of Filippo Guadagna in conjunction with Paolo and Cesare d'Amico, managing few d'Amico owned vessels, and began with opening a small office in Genoa and a branch in India too.

Sirius Genoa, the head-office, is in charge of the selection and recruitment of Italian crewmembers and for the management of all Company's branches/agents.

The head office states the Group-strategy, its shared procedures and instruments "tailored" for the Clients.

who we are



FRIEND SHIP

REFERENCE LIST

REFERENCE LIST:

Blue Wake Shipping
Clear Stars Shipping LTD
Corsica Ferries
D'Alesio Group
d'Amico Dry Ltd
d'Amico Tankers Ltd
d'Amico Shipping Italia
Dohle Group
Doun Kisen Co. Ltd
DM Shipping
Elettra Tlc SpA
FINAV Italy 2
Geoships srl
Glenda international
GNV
Golden Pacific Int
Hamburg Cruise SA
MC International Srl
NAI
Nagashiki Shipping
Premuda SpA Group
Transocean Group
Weco Ro Ro APS
Wisby Shipmanagement AB

Type of managed vessels :

oil-chem-tanker
oil-tanker
ro/ro pax
bulk carriers
cruise vessels
cable-laying
research vessels
container vessels

yachts

who we are

GLOBAL VISION

crossbordering

Meeting points

Thanks to our worldwide branches and partners we offer a global vision of the shipping world for the selection, recruitment and training in compliance with international laws and regulation.

Crewing/Management/Consulting/Procedures&Manuals Center (Head-Office)

- + ITALIA: GENOVA

Crewing - Selection and Recruitment Centers (Owned)

- + INDIA: MUMBAI, NEW DELHI e KOLKATA
- +

Crewing - Selection and Recruitment Centers (Agents)

- + BULGARIA
- + CROATIA
- + CUBA
- + INDONESIA
- + LATVIA
- + ROMANIA
- + RUSSIA/UKRAINE
- + PHILIPPINES

TRAVELLING STRUCTURE (OWNED)

- + GENOVA, ITALY - BALENO by FREETRAVEL
- + MUMBAI/INDIA - BALENO TRAVEL INDIA

- + SINGAPORE - ISHIMA SHIP MANAGEMENT

Technical/Full Management (Partner)

who we are



**BUDGET
DEFAULT
0,1%**

what are we good in

cost cutting

We manage all crew activities/processes in such a way to avoid loss of time, effort and money.

The strategy of the Owner is agreed, applied and constantly verified by our Genoa head-office. Offices ashore as well as on board crewmembers work together in unison, sharing the same outlook, giving the best results and real costs savings.

BUDGETING

Budget arrangements with a range of options among crew-nationalities and Collective Bargaining Agreements are available, as well as a proper Company wage scale for Officers' salaries which is arranged by Sirius in order to evaluate and support the best available management.

No matter how the market goes, "crewing" is a fix cost and it's a basic need to optimize that as general rule, now more so than ever during a global market downturn scenario.

ACCOUNTING - ELECTRONIC PORTAGE BILL (EPB)

The "Electronic Portage Bill" (EPB) is a user-friendly accounting instrument created by Sirius to grant a correct, quick exchange of data between vessels and offices, reducing manual labour and also avoiding human error.

The EPB provides also to the payroll department ashore a real, updated and correct situation for the month's closing accounting.

COST-CONTROL/REPORTING

Cost control is available on line through dedicated access to budget/actual/delta information, including all details related to "extra costs" (like extra O/T hours, crew changes and travelling arrangements, etc. etc.) so that Owners are at all times aware, trustful and fully updated.

CREW CHANGES MANAGEMENT

The proper arrangement and clubbing together of Crew-changes is made possible by checking in advance the vessel's itinerary, port-calls planned, contracts periods of the crew on board and a good shared planner.

Spared costs from crew changes is the result of our analysis of every single forecasted cost for the requested services, duly detailed in advance.

Annual agreements with selected port Agents can also be managed by Sirius with significant cost/experience advantages as a large Group.

FLIGHT FARES COMPARISON

Our Travel Agent, Baleno Viaggi, and the travel partners we have in Manila and Mumbai who belong to the international network Telstar Group, provide the optimum crew fares available in the global market.

Special "business corporate fares" are also at our Clients' disposal.

FULL MANAGEMENT

The "full-ship-management" (Crew&Technical) is done by ISHIMA, our partner based in Singapore, highly qualified for Technical management, appointing Sirius as specifically as Crew Manager in every full management cooperation agreed.



SHIP LEADERS LEADER SHIP

manning

Industry leaders for the selection and training of leading ship-personnel.

The crew-management service is based on the training and career-planning of the seafarers, feeling themselves as "family members" and we trust this grants benefits for all, up to the "householder".

RACCOMANDAZIONE MARITTIMA

Our operations are in accordance with Italian Law (DI 135 dated 4/4/1977); Sirius Ship Management is enrolled with the Genoa Chamber of Commerce as "Raccomandataro Marittimo" to protect crew and Owner's rights and duties as per the Italian law requirements.

CREW SELECTION

All applications for employment received are duly verified, as well as seafarers' performances with the other Companies. Detailed interviews to verify in depth candidates' knowledge through tests and meetings are basic parts of the selection process (video conference-call are available for foreign candidates).

CAREER PLANNING (CADETS PROGRAM) & TRAINING

Cadet-selection from the schools is part of the Company policy in Italy, India and in the Philippines. Sirius controls/monitors their scholastic and onboard performances, in order to plan their careers accordingly. Training is in-house; dedicated and technologically equipped spaces are arranged. Planning of basic/refreshment or Company's specific additional courses is also conducted in-house or in local selected Institutes.

RECRUITMENT FORMALITIES

All recruitment and joining formalities are arranged by Sirius (medical visits, visas, documents, etc.), together with the individual contract of employment. The turn-over of the crew for a proper rotation ashore/onboard is shared (a quarterly planner of all nationalities is on-line among all offices). The verification of their performances during the their professional service, copies of evaluation notes on board and career planning are instruments giving an added value to the pure "crew management", shared through the Omnia data-base.

All flag endorsements as well as any course can be arranged by Sirius upon Owner's request.

TRAVEL ARRANGEMENTS

Seamen flights at the best available fares and itinerary together with hotel accommodations at special rates are granted worldwide through Baleno.

PAYSLIPS / SOCIAL FISCAL CONTRIBUTION / HOME-ALLOTMENTS ARRANGEMENTS

Payrolls-calculation, fiscal/contribution fulfillments and family-allotments management are parts of the service of crew management. Local banks agreements for the best available service at the lowest cost with the most reputable banks are available.

what we do



NEEDS ANALYSIS PROBLEM SOLVING

consulting

Simple answers to complex questions.

Sirius provides full consultancy support to Owners and concrete solutions/suggestions. Analysis and management instruments "tailored" for the Owners are first of all "user-friendly" and available at any time: Sirius' willingness should always be considered as a support to the Owner's structure.

COLLECTIVE BARGAINING AGREEMENTS (ITF – IMEC)

Union/collective/international bargaining agreements are, above all, our main skill thanks to our deep and various experience in these specific items, which should be considered as a main-basis to protect Owners' and crewmembers' interests.

LAWS AND REGULATIONS

International/national/flag laws and regulations constantly change, and we strive to obtain the best results working within their constraints at all times, by studying and verifying their concrete application in the daily management, never forgetting their economic impact too.

CREW GLOBAL MARKET TREND ANALISYS

Global market monthly wage analysis (for Officers) and market trend analysis is carried out to give a shared quarterly basis information. This means having an updated general view and a future vision in order to be able to react in advance, knowing what/how/when changes are to be expected and how to face them.

FIDELIZATION

Strategy for rewards can be put in place with bonus and benefits for crewmembers that are suggested and agreed with Owners on a long service- basis. A friendly relationship and regular contacts with the families of our crewmembers is also very important to support and to know their needs.

Sirius can also offer a wide range of private insurance/contribution plans solutions that can become part of Owner's policy too.

MANUALS / PROCEDURES CONSULTANCY (Security, Safety, Hazard Analysis, TMSA, Quality, Risk Assessment)

Consultancy for Owner's manuals arrangements to unify, optimize and share the Company policy is available at any time.

what we do



CREW DRIVERS SCREW DRIVER

tooling

How to manage crewing activities related jobs on board/ashore.

MANAGEMENT SOLUTIONS

Analysis, verification and development of supports to improve crew activities like a shared planning rotation, a meeting/courses-calendar organization, as well as arrangements for the renewals of documents/certificates are part of the crew service. The daily check of all documents of the onboard seafarers and their expiration/renewals terms are also provided to Owners as weekly basis recap.

Probation periods are also checked to evaluate in time the performances of the new joiners, as well as inimum safe manning comparison with actual crew on board and with all other indicators Owners might require to be constantly aware of.

DATA-BASE

A tailored data-base supports the Owner also for audit purposes (internal/external, onboard/ashore).

Matrix management through the shared data-base shows all matrix data requirements which is automatically matched together and if not in line with charterer's specific criteria is detected. Automatic check-lists for rank/vessel-type and flag requirements are sent in a weekly pop-up mail generated by Omnia, as well as a recap of all extra costs (whose payment is blocked if not previously agreed/approved by the Owner).

Individual contracts of employment printed though the data-base have fix salaries as per Company wage scale agreed with the Owner (considering: CBA applied/rank, seniority in the rank/superior certificates if any), to avoid unexpected/unauthorized increasing of the costs.

BUSINESS INTELLIGENCE SOLUTIONS

Business intelligence platforms solutions for the top management are tailored on basis Shipowner's need (for department/single person in charge, etc.).

They are developed for the crew-costs-management (salaries and crew changes costs) and for the Company's work flows management too (Company departments/ outside partners); all are intended to achieve the best available costs-optimization (for ex.: Omnia, Qlikview, Skelta).

MANUALS

Sirius can support the development of manuals, procedures, forms, check-lists and instructions for the staff ashore and on-board to share procedures to manage work-flows and respect rules and regulations.

what we do



FULL PACKAGE OR CHERRY PICKING

targeting

Flexibility

All Sirius' activities are "flexible", tailored and personalized.
The Owner can ask for only one service or all: flexibility is in our DNA.

Our service is to provide crewmembers but not only this.

For Owners with their own crew-department, Sirius can manage only payrolls and family allotment or support the crew-department, taking care of just a part of the crew (deck or engine department) or being appointed only for a specific nationality of the crew.

Sirius can also manage the crew selection/recruitment activity, in cooperation with Owner's payrolls department or support the Owner in the pure collective bargaining agreements.

A consultancy service for the development of the best available software solutions to speed up and optimize all work flows in-house or in outsourcing related or not to the crewing costs management, can also be requested.

Sirius can certainly manage the "crew-management" full activity from A to Z, acting in line with Owner's will and his Company's policy.

how we do it



**TASTE
OUR
STYLE**

contacting

Contact us for further information.

This document cannot be fully exhaustive, call us and we'll be glad to satisfy any request.

CREWING

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