NAPA SAFETY SUMMIT 2026

SAFETY · EFFICIENCY · AUTOMATION

Roundtable: Digital Permit to Work

Host

Tommi Vihavainen

Director, Development, Safety Solutions, NAPA

- Joined NAPA in 2000
- MSc in Naval Architecture, Aalto University.
- Product Owner for the NAPA Logbook and NAPA Permit to Work solutions

Expert Speakers

Vsevolod Pashkov

Maritime Compliance Manager, CSO

HX Expeditions

Alexander Bashkoff

Account Director, US Cruise

Safety Solutions, NAPA

Agenda

#1 Introduction by NAPA

- Intro to the Permit to Work topic
- NAPA's digital solution

#2 HX Expeditions' experiences and insights

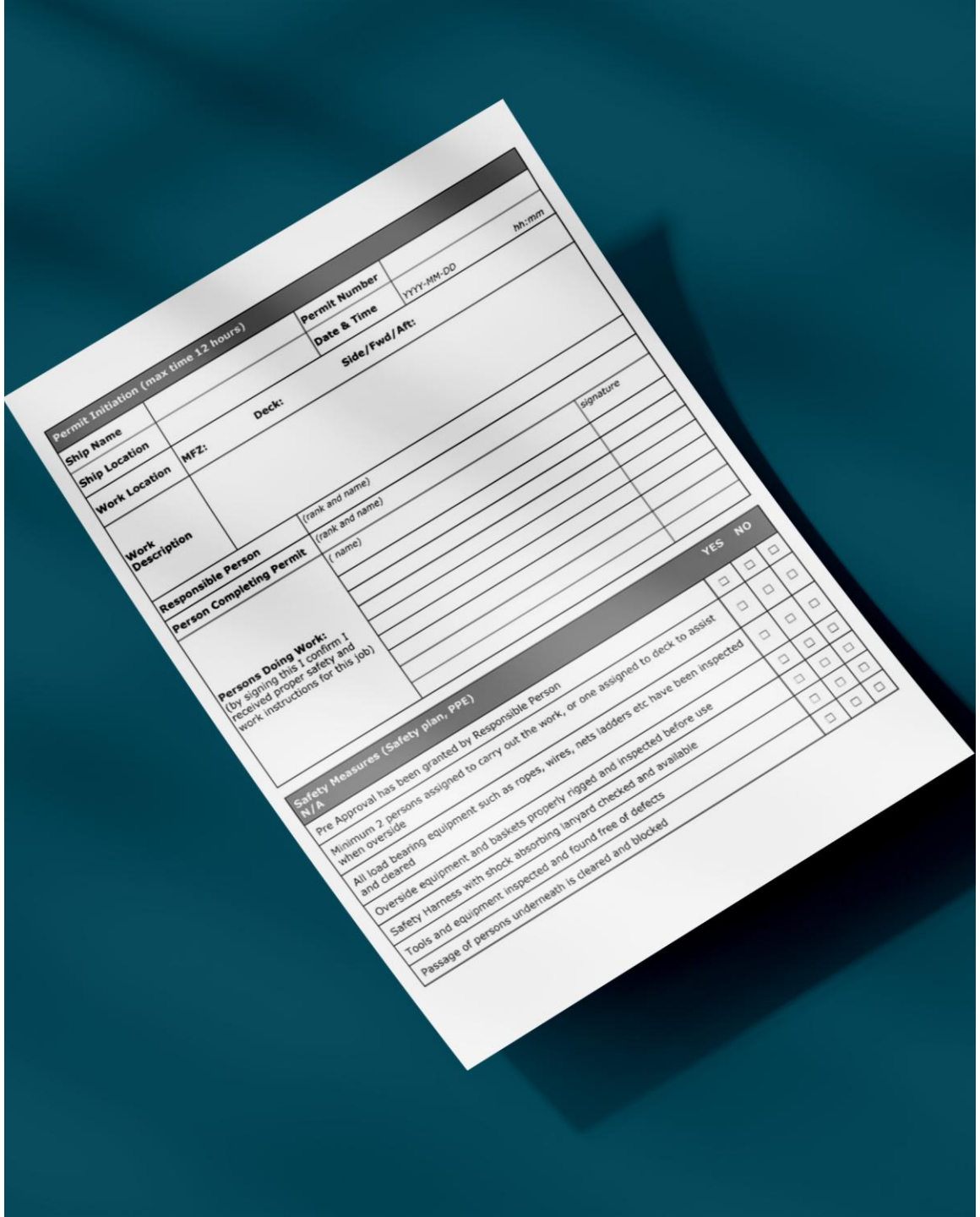
#3 Virgin Voyages case

#4 Discussion, Q&A

Feedback about the session using QR code in the end.

What is Permit to Work?

- **Paper forms** filled in to ensure all safety precautions are met before starting a shipboard job.
- Needed for jobs like **working at height, hot work, or entering tanks.**
- Permit-to-work practices are defined in the company **Safety Management System**.
- Safety Management System requirements are the basis for the paper forms that everyone onboard must follow, **fill out, and sign before starting a job.**



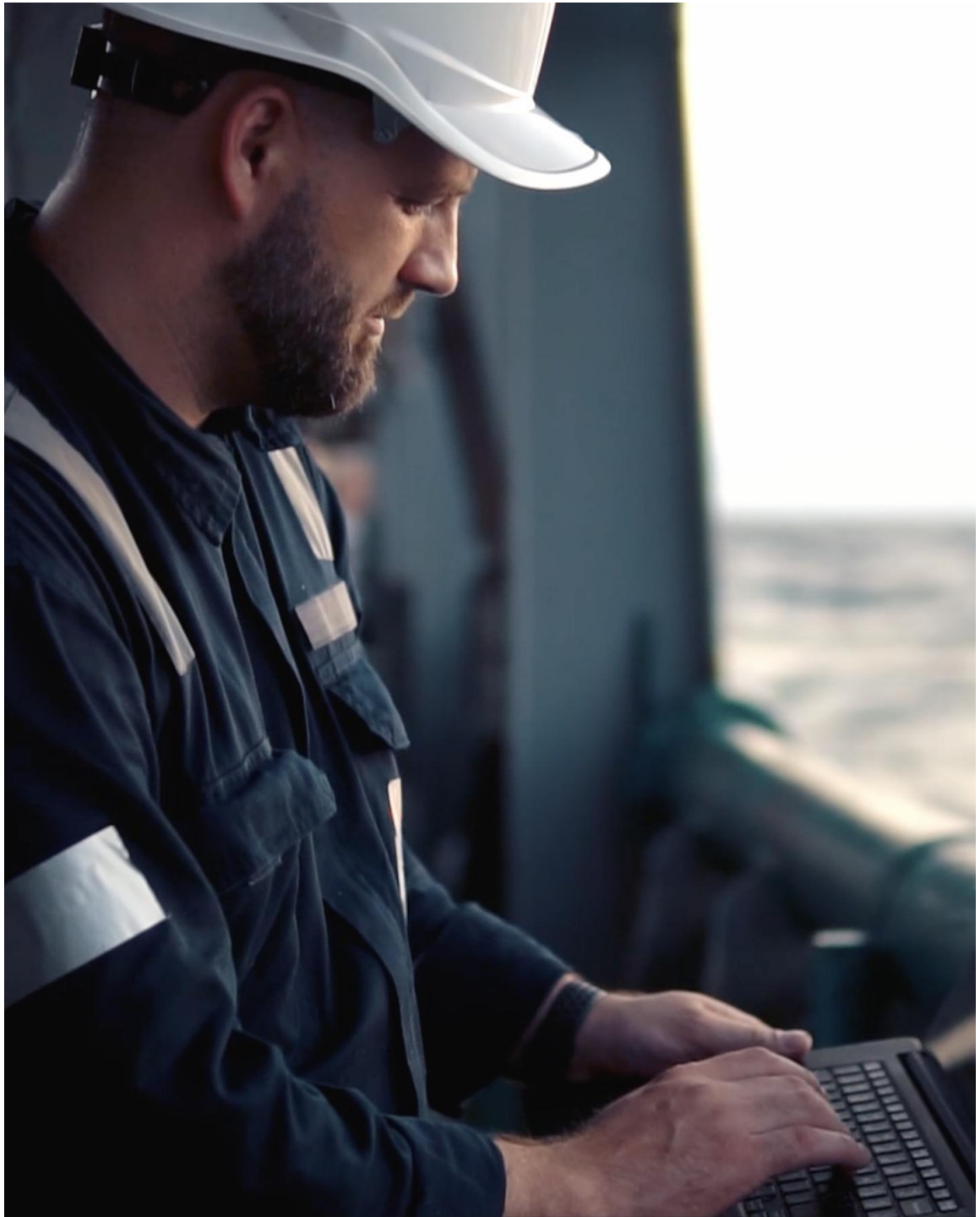
Why Digitalize Permit to Work?

Inherent paper problems:

- Time-consuming
- Prone to errors and overlooks
- Not visible to all stakeholders

55% of the accidents in the past 28 years happened during planned work, most taking place in the hold, access areas, and oil tanks.*

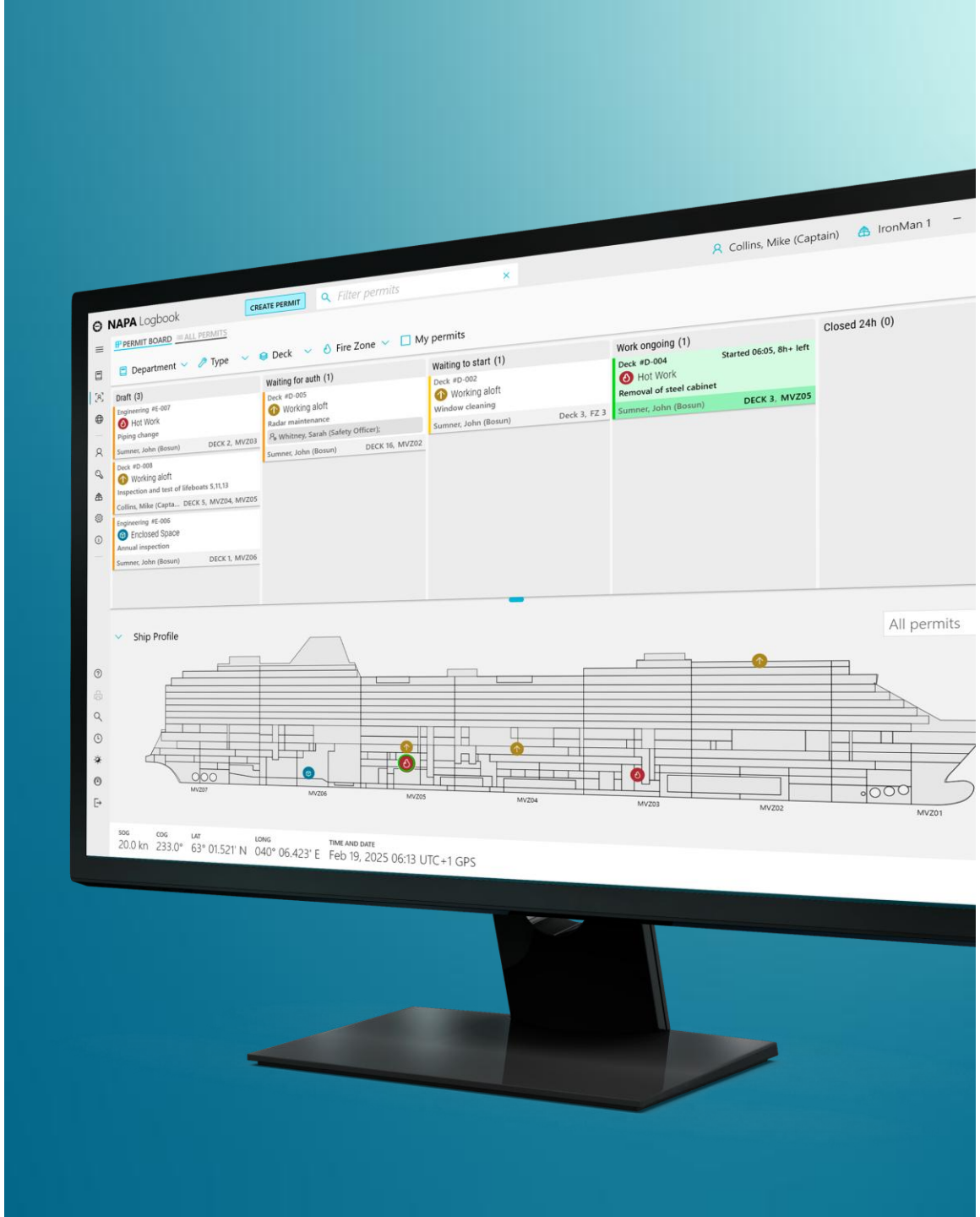
*Source: InterManager Study



NAPA Permit to Work

A new solution in our portfolio:

- **Digitalizes** the paper process onboard.
- **Installed** into the NAPA Logbook framework.
- **Flexible** and allows customizations per the SMS process
- **Desktop and Windows tablet UIs** in the first phase, mobile in the next phases.



NAPA Logbook

CREATE PERMIT

Filter permits

Collins, Mike (Captain) | IronMan 1

PERMIT BOARD | ALL PERMITS

Department | Type | Deck | Fire Zone | My permits

Draft (3)

Engineering #E-007
Hot Work
Piping change
Sumner, John (Bosun) DECK 2, MVZ03

Deck #D-008
Working aloft
Inspection and test of lifeboats 5,11,13
Collins, Mike (Capta... DECK 5, MVZ04, MVZ05

Engineering #E-006
Enclosed Space
Annual inspection
Sumner, John (Bosun) DECK 1, MVZ06

Waiting for auth (1)

Deck #D-005
Working aloft
Radar maintenance
Whitney, Sarah (Safety Officer);
Sumner, John (Bosun) DECK 16, MVZ02

Waiting to start (1)

Deck #D-002
Working aloft
Window cleaning
Sumner, John (Bosun) Deck 3, FZ 3

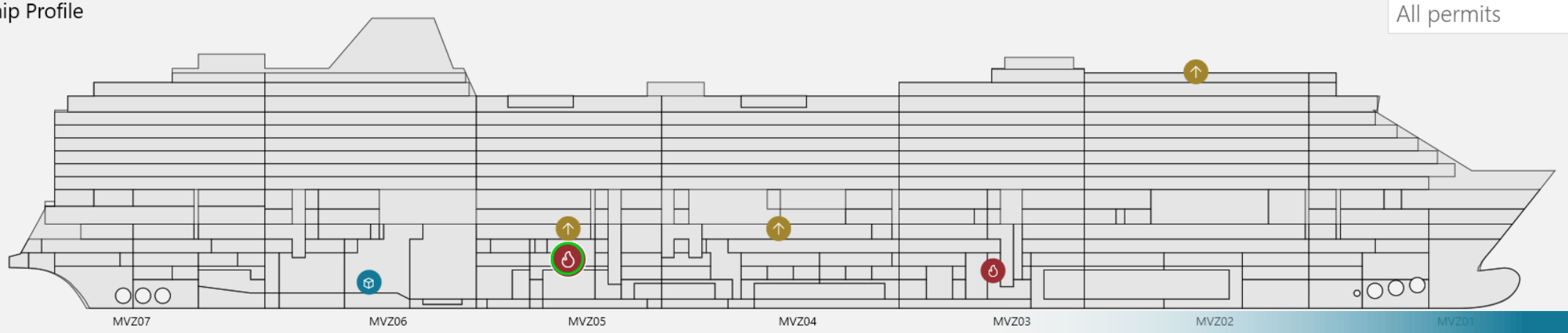
Work ongoing (1)

Deck #D-004 Started 06:05, 8h+ left
Hot Work
Removal of steel cabinet
Sumner, John (Bosun) DECK 3, MVZ05

Closed 24h (0)

Ship Profile

All permits



SOG	COG	LAT	LONG	TIME AND DATE
20.0 kn	233.0°	63° 01.521' N	040° 06.423' E	Feb 19, 2025 06:13 UTC+1 GPS

Main dashboard

PERMIT EDITOR - HOT WORK (GOF-5.7B)

D-008 Hot Work (GOF-5.7b)

DISCARD PERMT

DRAFT Created 12:39 UTC+1 by Samson, John (Bosun)

VALIDITY: 12 H PRINT

Description of work

* MANDATORY

DEPARTMENT

Deck

DECK

Deck 03

FIREZONE

FZ5

LOCATION OF THE HOT WORK *

DESCRIPTION OF WORK *

Responsible officer and assigned crew

SAFETY OFFICER / STAFF CHIEF ENGINEER

Samson, John (Bosun)

Name	Rank

+ ADD ROW

Requirements

	* Yes	No
The Master is aware of the Hot Work	○	○

	* N/A	Yes	No
Written company approval has been obtained (have an impact to the vessel's structure).	○	○	○
If the vessel is within port limits or alongside has port approval been obtained?	○	○	○

	* Yes	No
Is the hot work absolutely necessary, there is no other way, other than by using hot work, that this repair can be effectively carried out and there is no way that the equipment can be removed to the Designated Area and the work carried out there?	○	○

Permit editor

Enclosed space hot work			
Is hot work taking place in enclosed space?			n/a
Gas testing			
Is hot work taking place in or nearby an area with flammable vapors or liquids?			yes
Additional information about the work			
ADDITIONAL INFORMATION/ REMARKS			
Authorization			
The permit form needs to be authorised by Senior Officer (or someone of the same rank or higher).			
Authorizing officer	Senior, Sam (1st Officer) (authorized at 2024-07-01 11:17 UTC+3)		
Starting the work			
NOTIFICATION BEFORE WORK BEGINS			
Bridge and ECR notified	yes		
OTHER PARTIES NOTIFIED			
Safety Officer	no	**Local authorities**	no
Other	no	**Enter other parties**	
Start time	2024-08-28 09:02 UTC+3	**Expiration time**	2024-08-28 21:02 UTC+3
Completion			
End Time	2024-08-28 09:05 UTC+3	**Result of the work**	Work completed
Additional information about the result	OK		
NOTIFICATION OF COMPLETION			
Authorising Officer, Bridge, ECR notified	yes		
OTHER PARTIES NOTIFIED			
Safety Officer	yes	**Environmental Officer**	no
Local authorities	no	**Other**	no
Enter other parties			

Hot work permit
Permit to Work
Status: Completed

Initiation			
Ship name	IronMan 1 IMO1117330	**Permit Number**	D-001
Permit created	2024-07-01 11:13 UTC+3	**Permit last modified**	2024-08-28 09:05 UTC+3
Ship location	Aaheim	**Department**	Deck
Work location			
Deck	Deck 12	**Firezone**	FZ 4
Area	Starboard, xyz	**Linked permits**	
Work description			
Operation to be performed			routine maintenance
Description of the work	Helideck guardrail installation		
Involved personnel			
Responsible person	Bridge, John (Staff Captain)	**Person completing form**	Bridge, John (Staff Captain)
Person(s) doing the work	Wayne Welder	**Rank**	Technical Assistant
Personnel ID	777		
Pre-work checklist			
Risk Assesment / job safety review is conducted			yes
Flammable goods/materials are removed from the hot work area and surroundings, or properly protected			yes
All workers have been briefed about the risks and how to mitigate them			yes
Work equipment and appropriate PPE are inspected and in good condition			yes
Appropriate firefighting equipment is functional and ready to use			yes
Fire watch has been insctructed and is on standby at the work area or nearby			yes
Proper ventilation is in place and adequate measures have been taken to extract vapors/fumes			yes
Hot work area is secured sufficiently to ensure that bystanders are kept at a safe distance			yes
Lockout Tagout			
Are there circuits, systems or equipment that need to be isolated for this work?			yes

Printed:
Aug 28, 2024 6:16 AM UTC
NAPA Logbook version: 2.242.0
Date:
Issue date:
November 2019
Page:
1 of 2

Hot work T-001 waiting for authorization

Tommi Vihavainen
To Tommi Vihavainen

Reply | Reply All | Forward

ma 3

(CCL-1) HOT WORK D-013

WAITING FOR AUTHORIZATION T-001

NAPA Permit to Work

Hot Work Permit T-001 is waiting for your authorization

Location: Deck 6-7 FZ 5, STB

Description: Welding kitchen appliances in Crew Galley, Cold Room 5

Responsible Person: Dorin Cinipa (2nd Officer) dorin@napa.fi

Authorizers/approvers: Anu Nikkanen (Staff Captain) anu@napa.fi

Review and authorize the permit by signing in to NAPA Logbook or use the Authorize permit link below.

Authorize permit >

To see the permit without Logbook credentials, view permit pdf >

Email notifications for the stakeholders

Benefits for Shoreside Users

Nautical and Technical Operations teams

- **Fleet-wide real-time visibility** of ongoing work
- **Better communication, work planning and scheduling** with shoreside support
- **Long-term:** Analyzing historical data will allow us to spot trends and optimize maintenance work per ship and voyage.

NAPA Permit to Work

Status now

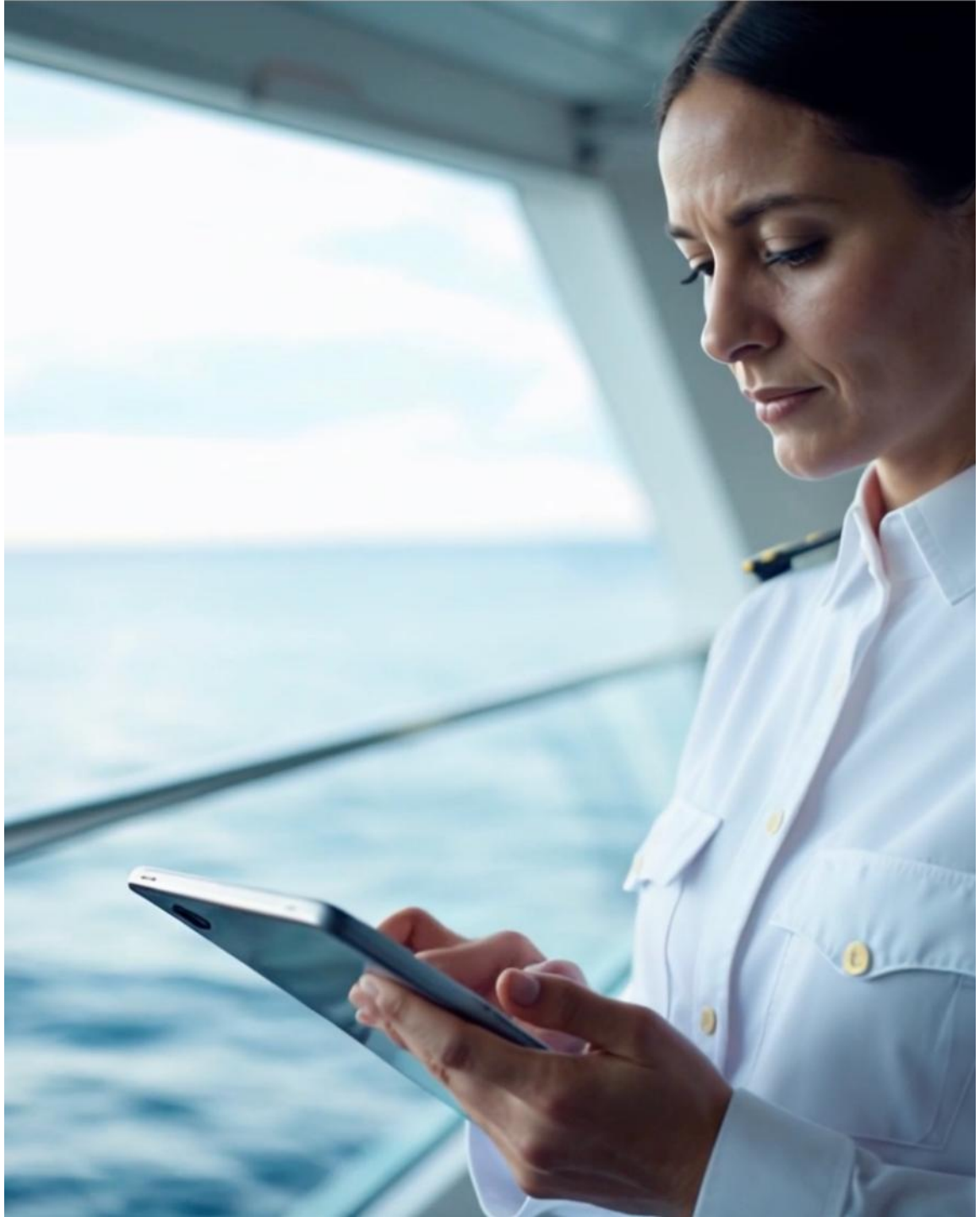
- Several companies started product trials in 2025
- The first contracts have been made; the first fleet-wide roll-out completed.

Recently added features

- Assigning permits to groups of users
- More notifications to users
- Linking of permits / LOTOs
- Taking photos with the tablet
- QR code feature to access permits easily
- Pausing of work

Next major development

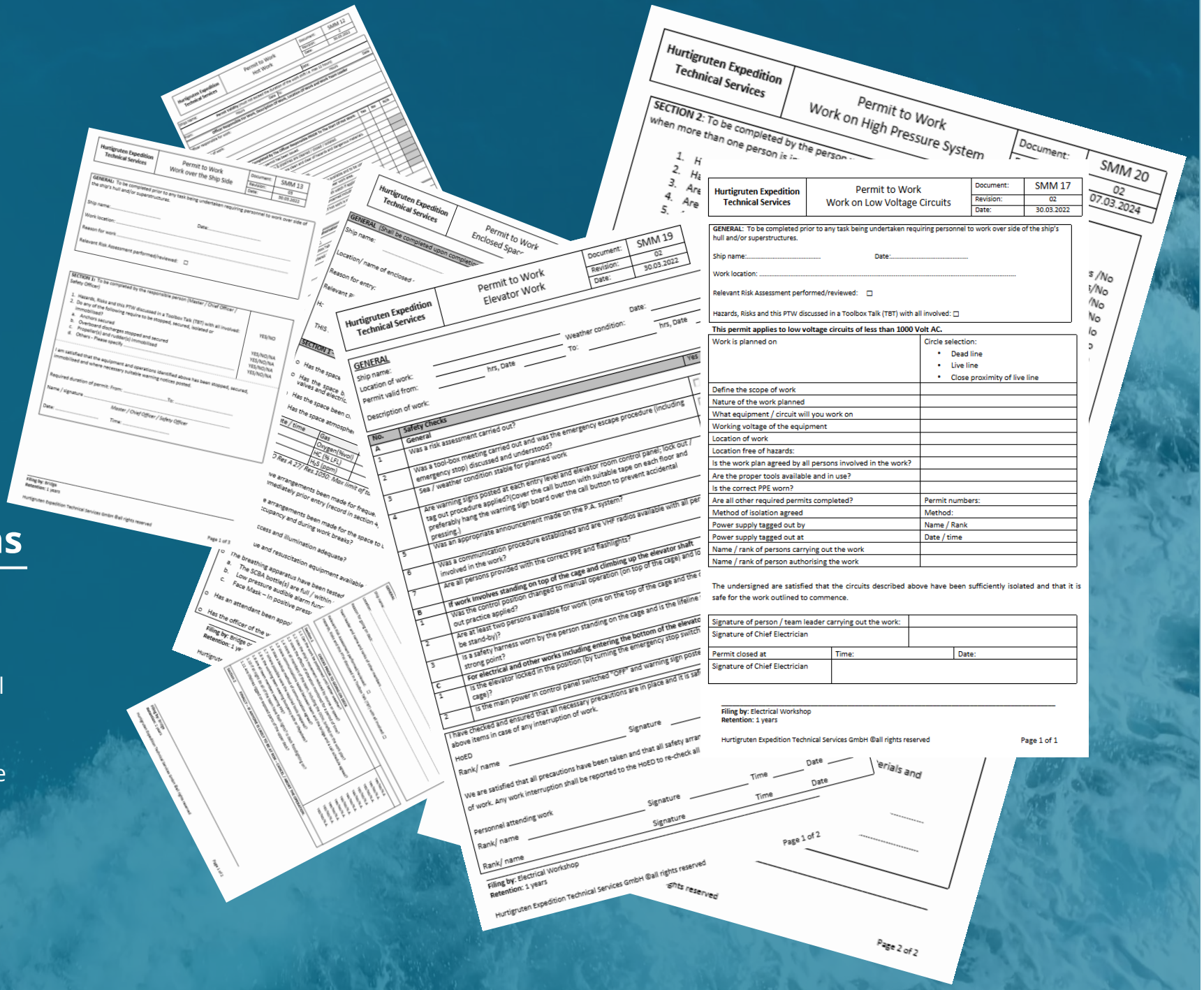
- Risk Assessment integration
- New mobile use cases



Vsevolod Pashkov

Maritime Compliance Manager
HX Expeditions

Paper-based PTW System



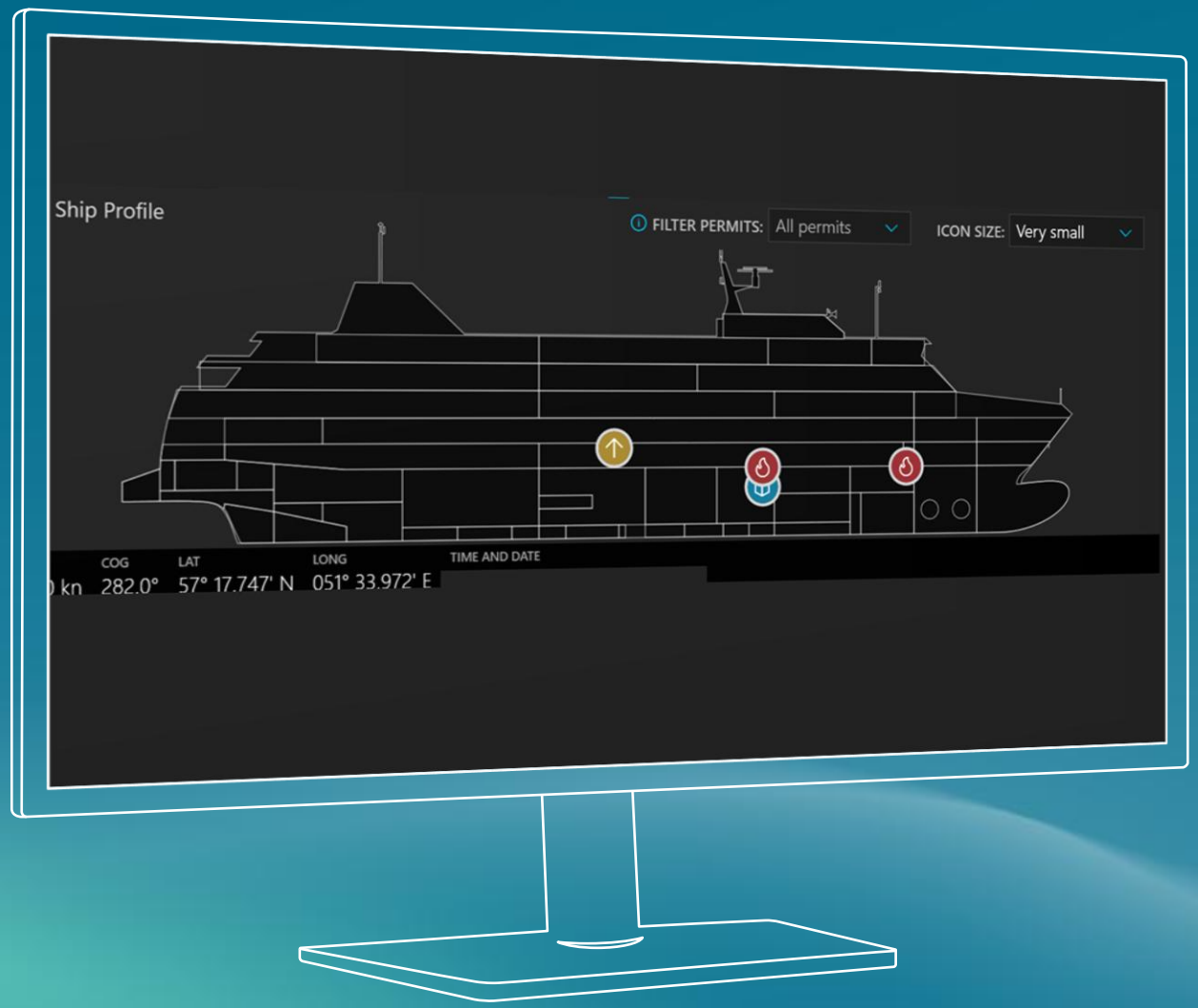
Strengths

- Self-explanatory easy flow
- Clear visibility at control stations
- Easy verification at work site
- Always available, i.e. suitable for low-digit environments

Limitations

- Time-consuming process
- Requires physical authorization
- Filing and storage
- No dynamic data capture
- Fallible

Trial on board Spitsbergen



Flexibility

- Grouping authority persons
- Increased flexibility in completing works
- Workflow steps
- Notifications prior expiry time

Transparency

- Clear overview through a dashboard
- On-site verification

Safety Management System elements

associated with Permit To Work

Risk Assessment

- Prepared in advance
- Finally reviewed at work site
- Dynamic process
- Recordkeeping

Log-out / Tag-out

- Agreed in advance
- Physically actioned
- Communication
- Recordkeeping
- Process repeat

Permit to Work

- Flexible assignments
- Transparent validation and overview
- Solid link to other elements of the system
- Procedures and familiarization

Tool-box talk

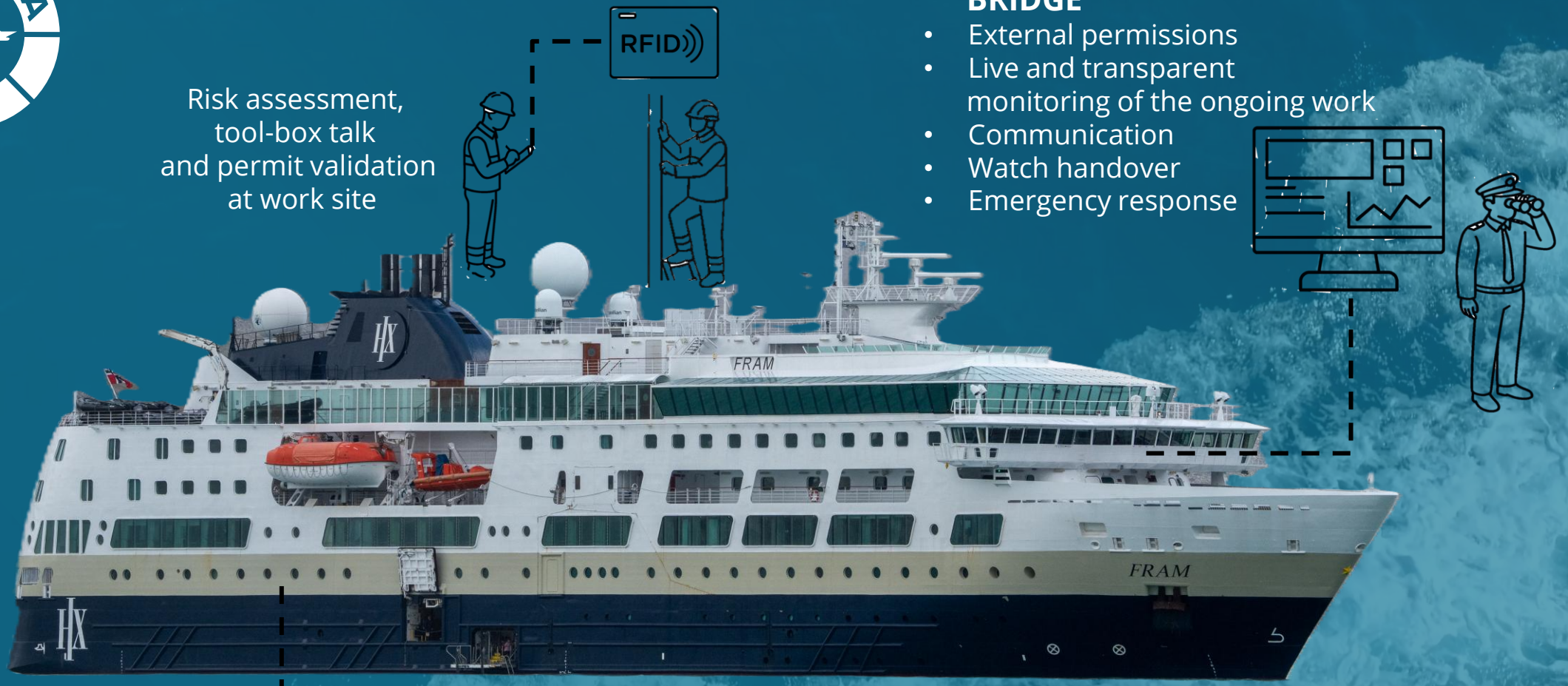
- Crucially important activity
- Engagement with team
- Final sign off before start
- Safety culture catalysator

Hazardous situations

- Stop Work Authority
- Proactive reporting
- Crew awareness and engagement
- Pictures and details
- Safe working place

Permit To Work System integrated into the ship´s SMS workflows

Risk assessment,
tool-box talk
and permit validation
at work site



BRIDGE

- External permissions
- Live and transparent monitoring of the ongoing work
- Communication
- Watch handover
- Emergency response

ECR

- Live and transparent monitoring of the ongoing work
- LOTO provisions
- Communication
- Watch handover
- Emergency response

RFID

Risk assessment,
tool-box talk,
lock-out / tag-out
and permit validation
at work site

DIGITALIZATION

While PTW represent a system of authorisation and validation, this is important that process remain integrated into the broader concept of safety management and keeps necessary connections to other elements of the ISM system

Navigating a rapidly evolving digital environment, we must ensure that new solutions reinforce our safety culture and support practical implementation of core routines that support safe operations.

Alexander Bashkoff

Account Director, US Cruise
NAPA

Virgin Voyages Case

Discussion and Q&A

Thank you!

Give feedback

Scan QR code and rate the session you just attended so we can improve the event in real time. It takes ~10 seconds.