

REPUBLIC OF THE MARSHALL ISLANDS



Minimum Safe Manning Requirements for Vessels

MARITIME ADMINISTRATOR

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REPUBLIC OF THE MARSHALL ISLANDS

MARITIME ADMINISTRATOR

Marine Notice

No. 7-038-2

Rev. Jan/2019

**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF
MERCHANT SHIPS, AND RECOGNIZED ORGANIZATIONS**

SUBJECT: Minimum Safe Manning Requirements for Vessels

- References:**
- (a) **SOLAS**, *International Convention for the Safety of Life at Sea, Consolidated Edition 2014*, as amended
 - (b) **STCW Convention**, *International Convention on Standards of Training, Certification and Watchkeeping for Seafarers*, 2011 Edition, as amended
 - (c) **STCW Code**, *Seafarers' Training, Certification and Watchkeeping Code*, 2011 Edition, as amended
 - (d) **IMO Assembly Resolution [A.1047\(27\)](#)**, *Principles of Minimum Safe Manning*, adopted 30 November 2011
 - (e) **IMO Assembly Resolution [A.703\(17\)](#)**, *Training of Radio Personnel in the Global Maritime Distress and Safety System (GMDSS)*, adopted 06 November 1991
 - (f) **RMI Maritime Regulations ([MI-108](#))**
 - (g) **RMI Requirements for Seafarer Certification ([MI-118](#))**
 - (h) **RMI Yacht Code ([MI-103](#))**

PURPOSE

This Notice promulgates the Republic of the Marshall Islands (RMI) Maritime Administrator's (the "Administrator") requirements and policies for the safe manning of RMI-flagged vessels, including the establishment of minimum manning levels.

This Notice supersedes Rev. Oct/2018. It amends §1.2.1, §1.2.2, §1.2.3 to better address watchstanding on vessels of limited size and to emphasize the vessel operator's responsibility in ensuring that the minimum rest hours are met for watchstanders.

APPLICABILITY

This Notice is applicable to all RMI-flagged vessels and RMI-certificated or documented seafarers.

REQUIREMENTS

1.0 Safe Manning Requirements

The Administrator issues Minimum Safe Manning Certificates (MSMCs) pursuant to RMI Maritime Regulations ([MI-108](#)) §7.38.6. The Administrator's requirements on safe manning incorporate the principles of minimum safe manning addressed by International Maritime Organization (IMO) Assembly Resolution [A.1047\(27\)](#).

1.1 *Sufficient Number of Qualified Persons*

1.1.1 Minimum safe manning levels shall address the number of seafarers required to ensure that a ship is sufficiently, effectively, and efficiently manned in accordance with RMI Maritime Regulations (MI-108) §7.38 and §7.51, taking into consideration the guidelines contained in IMO Assembly Resolution A.1047(27).

1.1.2 Vessel operators shall ensure there are sufficient qualified personnel on board the vessel to safely handle all expected operations in addition to watchstanding duties. These operations include, but are not limited to, mooring or unmooring, tank cleaning, preparation of cargo holds, cargo operations, especially those relative to short-sea voyages of 24 hours or less, and sea trials or any other testing experiments, to the extent such seafarers are involved in such activities.

1.1.3 Vessel operators shall ensure there are sufficient qualified personnel on board to make up required watch schemes plus the general surveillance of the vessel, such as fire and security patrols, and investigation of unusual noises.

1.1.4 The issuance of an MSMC does not imply that a vessel may not be towed, or where appropriate for safety reasons, moored or anchored in an unmanned condition. In all cases, the principles of §1.1.2 above shall apply.

1.2 *Watches*

1.2.1 The company responsible for the operation of the ship shall ensure that all watchstanders on board its vessels adhere to the minimum limits of hours of rest in accordance with international regulations.

1.2.2 Except on ships of limited size, the master and chief engineer shall not make up part of the regular vessel watchstanding scheme.

1.2.3 A three-watch system shall be adopted for both navigational and engine room watches respectively on all ships, except those of limited size.

1.2.4 A two-watch system may be adopted to provide continuity with industrial operations where such operations are not extended in length. Mobile Offshore Units (MOUs) and other vessels operating in support of offshore activities may adopt a two-watch system to provide continuity with industrial operations. In all cases the requirements for work and rest hours shall be met.

1.2.5 For bridge watches that are normally limited in numbers, a routine for providing additional assistance without delay shall be established. Standby personnel shall be identified and immediately contactable.

1.3 *Global Marine Distress and Safety System-Equipped Vessels*

1.3.1 For vessels operating without a Global Marine Distress and Safety System (GMDSS) radio maintainer on board, at least two (2) deck officers shall hold a General Operator's Certificate. One (1) of the operators shall be designated as having primary responsibility for radio communications during distress incidents. In this case, the duplication of on board equipment **and** shore-based maintenance must be employed by the vessel owner/operator for the designated area of operation. For vessels operating solely in Sea Area 1¹, GMDSS operators may hold Restricted Operator's Certificates.

1.3.2 For vessels sailing without at least two (2) deck officers on board holding General Operator's Certificates, a dedicated radio maintainer shall be on board who holds either a First-Class or Second-Class Radioelectronic Certificate and is designated as having primary responsibility for radio communications during distress incidents. In this case, either the duplication of on board equipment or shore-based maintenance shall be employed by the vessel owner/operator for the designated area of operation.

1.3.3 Training of personnel to be qualified in GMDSS operations shall be in accordance with the provisions of IMO Assembly Resolution [A.703\(17\)](#).

1.4 *Periodically Unattended Machinery Space Operations*

On vessels certified for periodically unattended machinery spaces, a sufficient number of qualified personnel must be carried to provide manual control of machinery in an emergency to enable the vessel to reach port. See also §1.2.2 above.

1.5 *Survival Craft*

In accordance with the International Convention for the Safety of Life at Sea (SOLAS), III-10, a deck officer or certificated person shall be placed in charge of each survival craft to be used. However, the Administrator, having due regard to the nature of the voyage, the number of persons on board, and the characteristics of the ship, may permit persons practiced in the handling and operation of liferafts to be placed in charge of liferafts in lieu of persons qualified as above. A second-in-command shall also be nominated in the case of lifeboats. There shall also be a sufficient number of trained persons on board for mustering and assisting untrained persons, as well as a person assigned to each motorized survival craft who is capable of operating the engine and carrying out minor adjustments.

¹ Sea Area 1 is an area within the radiotelephone coverage of at least one (1) Very High Frequency (VHF) coast station in which continuous digital selective calling alerting and radiotelephony services are available, as defined by the IMO.

1.6 *Fast Rescue Boats*

Fast rescue boats shall be crewed by at least two (2) survival craft/rescue boat crew members who have been specially trained and additionally certificated per the Seafarers' Training, Certification and Watchkeeping (STCW) Code, Section A-VI/2 and Table A-VI/2-2.

1.7 *Medical Care*

One (1) person on board shall be appointed and certified to be "Person in Charge of Medical Care" as defined in the STCW Code, Section A-VI/4 and Table A-VI/4-2.

1.8 *Ship Security Officer*

In accordance with §1.07 of RMI Maritime Regulations ([MI-108](#)) there shall be designated on board each vessel an appropriately trained and certified person who, if not the Master of the vessel, shall be accountable to the Master as responsible for the security of the vessel, including implementation and maintenance of the Ship Security Plan (SSP), and for liaison with the Company Security Officer (CSO) and port facility security officers.

1.9 *Dispensations to the terms of the MSMC*

1.9.1 In accordance with Article VIII of the International Convention on the Standards of Training, Certification and Watchkeeping for Seafarers (STCW Convention), and at its discretion, the Administrator may issue a letter of dispensation to a vessel when it is unable to meet the manning levels required in its MSMC.

1.9.2 A letter of dispensation shall be issued only if the operator of the vessel can demonstrate, to the satisfaction of the Administrator, that the vessel can be operated without compromising the safety of the vessel, crew, cargo, and environment.

1.9.3 A letter of dispensation shall not be issued for more than one (1) seafarer in the same department, unless the operator can demonstrate an extreme circumstance, and then only for a minimal amount of time.

1.9.4 A letter of dispensation shall be issued only where a vessel is unable to meet the manning levels required by its MSMC before it must depart a port. The Administrator will expect that proper manning levels shall be restored at the next port of call.

1.9.5 A letter of dispensation shall not be issued to any vessel registered under the provisions of the RMI Maritime Act 1990 ([MI-107](#)) or shall be navigated unless it has on board and in its service a duly certified master holding an RMI Certificate of Competence. Likewise, no vessel registered under the provisions of the RMI Maritime Act 1990 (MI-107) engaged in commerce propelled by machinery of 750 kW (1,000 horsepower) or greater shall be issued a letter of dispensation or navigated unless it has on board and in its service a duly certificated Chief Engineer.

2.0 Qualifications, Special Training, and Certification Required as Part of Minimum Safe Manning

In addition to the general safe manning requirements described above, there are specific functions requiring special training and certification that must be filled by crew members serving on board. These capacities requiring special training are defined in the STCW Convention, and the requirements spelled out in the STCW Code. They are implemented by the Administrator in the RMI Seafarer Certification Requirements ([MI-118](#)). For further detail on proficiencies requiring special training see §5.0 of the RMI Seafarer Certification Requirements (MI-118), in particular.

PROCEDURES

3.0 MSMCs

The following outlines the procedures followed by the Administrator in establishing manning levels and issuing an MSMC.

3.1 Procedures for Issuance

- 3.1.1 Minimum safe manning will be assessed upon application to the Administrator. See §4.0 of this Notice.
- 3.1.2 The manning levels provided in Appendix A of this Notice are the minimum numbers required by the Administrator, unless it can be demonstrated that reduced numbers from the minimum levels will not affect safety or environmental protection as provided in §3.2, below.
- 3.1.3 In assessing minimum deck manning, the Administrator will consider the physical dimensions of the vessel, layout of crew accommodation, and internal communications systems, all of which affect crew capabilities and response reactions. Shipyard plans and other data may be requested.
- 3.1.4 In assessing minimum engine room manning, the Administrator shall evaluate engine room layout and proximity to boiler rooms, etc. Plans and other data may be requested. Where a multiple main engine arrangement exists, additional engineers may be required.
- 3.1.5 If a company submits a proposal for the minimum safe manning level of a vessel, the proposal will be evaluated by the Administrator to ensure that:
 - .1 the vessel's proposed complement has the number and grades/capacities of the personnel to fulfill the tasks, duties and responsibilities required for the safe operation of the vessel, for protection of the marine environment, and for dealing with emergency situations; and
 - .2 the Master, officers, and other members of the vessel's complement meet the hours for work and rest required by RMI Maritime Regulations ([MI-108](#)) §7.51.

- 3.1.6 If an Interdepartmental Flexibility (IDF) system of manning is proposed, the specifications and operational elements of the system must be clearly defined, and the Administrator will require evidence that all personnel are competent to perform the additional duty assignments. Personnel shall not be employed in capacities for which they are not trained or qualified.
- 3.1.7 If a General Purpose (GP) manning system is proposed, the Administrator will require evidence that the ratings concerned have adequate training and experience. This would particularly apply if the proposed number of GP ratings (GP-1s) is less than the total number required by the Basic Manning scales for an equivalently sized vessel as noted in Appendix A of this Notice.
- 3.1.8 The Administrator will require a company to amend a proposal for the minimum safe manning level of a vessel if, after evaluation of the original proposal submitted by the company, the Administrator is unable to approve the proposed composition of the vessel's complement.
- 3.1.9 The Administrator will approve a proposal for the minimum safe manning level of a vessel and correspondingly issue a minimum safe manning document when it is fully satisfied that the proposed vessel's complement is established in accordance with the principles, recommendations, and guidelines contained in IMO Assembly Resolution [A.1047\(27\)](#), and is adequate in all respects for the safe operation of the vessel and for the protection of the marine environment.
- 3.1.10 The Administrator shall not approve any proposal for exceptions or dispensations to minimum safe manning that is less than the total number required by the Basic Manning scales as noted in Appendix A of this Notice for any vessel that has been registered with a waiver of its age limitation.
- 3.1.11 The Administrator will withdraw the minimum safe manning document of a vessel if the company fails to submit a new proposal for the vessel's minimum safe manning level when changes in trading area(s), construction, machinery, equipment, or operation and maintenance of the vessel have taken place that affect the minimum safe manning level.
- 3.1.12 The Administrator will review and may withdraw, as appropriate, the minimum safe manning document of a vessel that persistently fails to maintain compliance with the requirements for rest hours.
- 3.2 *Reductions from Minimum Numbers*
- 3.2.1 Reductions (see Appendix B of this Notice) from the basic minimum manning requirements may be considered by the Administrator upon request by the vessel operator. The Administrator shall consider all reasonable requests, but applicants are advised that further reductions will only be allowed when it can be demonstrated that safety and environmental protection will not be affected.
- 3.2.2 If the applicant cannot demonstrate to the satisfaction of the Administrator that safety and

environmental protection will not be affected, the suggested alteration to the manning scale of the vessel will be rejected.

3.2.3 In all instances of reduced manning, it remains the responsibility of the Master, Chief Engineer, and owner of the vessel to provide sufficient personnel to cover additional watchkeeping requirements, cargo handling and control, maintenance, and other expected operations of the vessel or to make adequate alternative arrangements. For MOUs on location, manning levels may be subject to adjustment to comply with local coastal State jurisdictional requirements.

3.2.4 Certain reductions under §3.2.1 above may be achieved in the safe manning complement by utilizing GP ratings. However, a GP manning system must first be proposed to and approved by the Administrator, and the ratings must first be fully trained to Able Seafarer Deck and Able Seafarer Engine standards of qualification. Entry-level ratings and/or cadets cannot be included, except as trainees and as agreed with the Administrator. All ratings required by the MSMC must be qualified for GP-1 to allow any manning reduction.

3.3 *Form of MSMC*

3.3.1 The following information that specifies the minimum safe manning level will be included in the minimum safe manning document issued by the Administrator:

- .1 a clear statement of the vessel's name, port of registry, distinctive number or letters, IMO number, gross tonnage, main propulsion power, type and trading area, and if the vessel is classed for periodically unattended machinery spaces;
- .2 a table that shows the number and grades/capacities of the personnel that will be required to be carried, together with any special conditions or other remarks;
- .3 a formal statement by the Administrator that, in accordance with the principles and guidelines set out in Annexes 1 and 2 of IMO Assembly Resolution [A.1047\(27\)](#), the vessel named in the document is considered to be safely manned if, whenever it proceeds to sea, it carries not less than the number and grades/capacities of personnel shown in the document, subject to any special conditions stated therein;
- .4 a statement that outlines any limitations on the validity of the document by reference to particulars of the individual vessel and the nature of service in which it is engaged; and
- .5 the date of issue of the document together with a signature for and the seal of the Administrator.

3.3.2 Because the provisions of IMO Assembly Resolution A.1047(27) are recommendatory, the RMI MSMC, as drawn up by the Administrator, conforms to its principles.

3.3.3 Due to the unique operation of MOUs and Oil Storage Vessels separate manning

schedules have been developed for these units/vessels.

4.0 Minimum Safe Manning Applications

Applications for MSMCs are available on the website www.register-iri.com under Forms and Publications > Maritime > Seafarers. If no suggestion is made, the MSMC will reflect the standard schedule per the applicable section of Appendix A of this Notice. For any changes to an MSMC, a new application form must be submitted.

The following application forms are available.

4.1 *All vessels except yachts and MOUs*

The *Application for Minimum Safe Manning Certificate* (RMI Form [MI-336](#).) is for all vessels except yachts and MOUs.

Ensure that all relevant spaces are completed with accurate information. The upper box must be fully completed. The information required in each space is apparent. If an item does not apply to the vessel, place an “N/A” in the space. The second box should be completed only for new registrations. The application must be completed and signed by the person appointed by the vessel Owner’s or Operator’s Company that has been appointed the designated person for the vessel.

If there are special considerations that may affect manning levels, they should be included on the form at the bottom of the second box where it says “Comments/Special Considerations or vessel configurations that may affect manning.” This could include operations such as coastal or domestic trade, number of rooms and/or bunks on the vessel, the vessel’s intended port schedule, etc.

4.2 *MOU*

The *Application for Minimum Safe Manning Certificate – MOU* (RMI Form [MI-336MOU](#)) is for Mobile Offshore Units and Oil Storage Vessels. This form allows the operator to suggest a manning level for the unit for which the application is being submitted. Please note that a manning application for an OSV is to be submitted on the MI-336 form referenced in section 4.1.

Ensure that all relevant spaces are completed with accurate information. The upper box must be fully completed. The information required in each space is apparent. If an item does not apply to the vessel, place an N/A in the space. Be sure to check the box that applies to the type of equipment for which the application is being completed. It is important to list the capacity of each lifeboat as this will have a bearing on how many persons who are proficient in the use of survival craft and rescue boats, other than fast rescue boats, the particular unit must carry.

4.3 *Yachts*

The *Application for Minimum Safe Manning Certificate – Yacht* (RMI Form [MI-336Y](#)) is for all yacht classes.

Commercial yachts, Passenger Yachts (PAXYs), Private Yachts Limited Charter (PYLCs), and Yachts Engaged in Trade (YETs) that are 24 meters in load line length and/or 80 GT and above require an MSMC. Private yacht owners who wish to maintain voluntary compliance may apply for an MSMC, using the MI-336Y, but it is not required by the Administrator. Please refer to Appendix A.2 of this Notice for further details.

Ensure that all relevant spaces are completed with accurate information. The upper box must be fully completed. The information required in each space is apparent. If an item does not apply to the yacht, place an N/A in the space. The second box should be completed only for new registrations. The application must be completed and signed by the yacht Owner or the person appointed by the yacht Owner's or Operator's Company that has been appointed the designated person for the vessel.

If there are special considerations that may affect the manning, they should be listed on a separate sheet and attached to the form. This could be operations such as sailing area (e.g., less than 60 nautical miles offshore), number of bunks on the yacht, etc.

4.4 *Submission Procedures*

- 4.4.1 Applications for MSMCs should be submitted, along with the rest of the vessel documentation application forms, to the Administrator's regional office carrying out the registration. The MSMC shall be issued through that office for invoicing with other registration documents.
- 4.4.2 Once received from the unit's operator, the regional office will forward the application to Seafarers' Documentation (SD) for review and compilation of the MSMC. SD will then forward the completed MSMC to the regional office for issuance.
- 4.4.3 MSMCs are compiled in accordance with the standards in §3.0 of this Notice on a certificate that is signed either by an RMI Deputy Commissioner of Maritime Affairs or by both a Deputy Commissioner and a Special Agent. The regional office will advise SD as to which form is needed.

ENFORCEMENT

5.0 Port State Control

- 5.1 The STCW Convention, Regulation I/4, enables port State authorities to verify conditions on any vessel, particularly as to the qualifications and ability of personnel on board. Port State authorities may pay particular attention to the following:

- 5.1.1 that all seafarers on board who are required to be certificated hold an appropriate RMI certificate or provide documentary proof that an application for an endorsement has been submitted to the Administrator; and/or
- 5.1.2 the numbers and certificates of the seafarers serving on board conform to the applicable safe manning requirements of the Administrator.
- 5.2 In accordance with section A-I/4 of the STCW Code, port State authorities may assess the ability of the seafarers of the vessel to maintain watchkeeping standards as required by the STCW Convention if there are clear grounds for believing that such standards are not being maintained because of any of the following having occurred:
 - 5.2.1 the vessel has been involved in a collision, grounding, or stranding;
 - 5.2.2 there has been a discharge of substances from the vessel when underway, at anchor or at berth, which is illegal under any international convention;
 - 5.2.3 the vessel has been maneuvered in an erratic or unsafe manner whereby routing measures adopted by the IMO or safe navigation practices and procedures have not been followed; or
 - 5.2.4 the vessel is otherwise being operated in such a manner as to pose a danger to persons, property, or the environment.
- 5.3 Regulation 2.7 of the Maritime Labour Convention, 2006 ([MLC, 2006](#)) requires ships to have a sufficient number of seafarers employed on board to ensure that they are operated safely, efficiently, and with due regard to security under all conditions, taking into account concerns about seafarer fatigue and the particular nature and conditions of the voyage. Port State Control (PSC) officers are entitled to verify that this is the case when there are grounds for carrying out a more detailed inspection.

APPENDIX A –RMI MINIMUM SAFE MANNING LEVELS

A.1 Manning Requirements for All Vessels (except Yachts)

A.1.1 Basic Requirements

| APPLICATION | SCALE |
|---|---|
| All ships over 8,000 GT/3,000 kW Manned machinery spaces Gas Carriers: same scale except for: Two (2) Oiler/Motors or Able Seafarers Engine | Master Chief Mate Two (2) Officers in Charge of a Navigational Watch (OICNWs) Radio Officer/GMDSS Three (3) Able Seafarers Deck Two (2) Ordinary Seafarers Chief Engineer First Assistant Engineer Two (2) Officers in Charge of an Engineering Watch (OICEWs) Three (3) Oiler/Motors or Able Seafarers Engine |
| All Passenger Vessels over 8,000 GT/3,000 kW | Master Chief Mate Two (2) OICNWs Radio Officer/GMDSS Four (4) Able Seafarers Deck Two (2) Ordinary Seafarers Chief Engineer First Assistant Engineer Two (2) OICEWs Two (2) Oiler/Motors or Able Seafarers Engine |

A.1.2 Exceptions

Entry-level ratings (junior ordinary seafarer, wiper, or General Purpose Trainee (GPT)) or any seafarer assigned as a cadet will not be acceptable as part of the basic minimum safe manning watchstanding complement.

A.2 Manning Requirements for Yachts

A.2.1 General

To ensure that yachts are manned with sufficient personnel for the safe, efficient, and secure operation of the vessel when at sea, an MSMC is required for all RMI registered commercial yachts, PAXYs, PYLCs, and YETs that are 24 meters in load line length and above and/or 80 GT and above.

- .1 The owner, or their representative, shall ensure:
 - a. that their yacht is safely manned at sea in accordance with the MSMC by personnel who have been properly trained and certificated;

- b. that the Master and, where necessary, other members of the crew have proper certification, qualification and adequate training and experience for the type and size of yacht concerned; and
 - c. that, when not at sea, (e.g. when at anchor, alongside or having officially been taken out of service for a prolonged period) the yacht is adequately and appropriately manned, as assessed by the yacht operator, if applicable, and at the discretion of the Master, to ensure that the appropriate level of safety is maintained.
- .2 The owner, or his/her representative (e.g., the Master), shall ensure:
- a. that an assessment of the tasks, duties, and responsibilities of the yacht's crew required for its safe operation, for the protection of the marine environment, and dealing with emergency situations, has been performed;
 - b. that an assessment of the numbers and grades/capacities in the yacht's crew required for the safe operation of the yacht, for the protection of the environment, and for dealing with emergency situations, including the evacuation of passengers where applicable, has been carried out;
 - c. that the manning level is sufficient at all times and in all respects for safe operation, including peak workload periods;
 - d. that a review is done of the manning level in the event of any change to the operation, operational area, construction, machinery, or equipment of the yacht, which may affect the manning level; and
 - e. that all officers and ratings on commercial yachts, PAXYs, PYLCs, and YETs are in possession of valid STCW documentation corresponding to their capacity as indicated on the MSMC.

A.2.2 Guidance for Determining the Appropriate Categories (Levels) of Manning

- .1 There are three (3) categories of manning (based on cruising area), as follows:
- a. Category 0 – Unlimited;
 - b. Category 1 – Up to 150 nautical miles from safe haven; and
 - c. Category 2 – Up to 60 nautical miles from safe haven.
- .2 Operators shall evaluate the following when determining the applicable Category of manning level(s):
- a. Yacht specific requirements, including:
 - i. frequency of port calls, length and nature of the voyage;

- ii. operating area(s) waters and type of operations in which the yacht is involved and any associated special requirements;
 - iii. number, type and, power rating (in kW) of the main engine(s) and auxiliaries. For example: two (2) main engines with a total power of 4000 kW would require an engineer certificated up to 2000 kW;
 - iv. size, type of yacht, equipment, and layout;
 - v. construction of yacht;
 - vi. method of maintenance;
 - vii. how the proposed crew will deal with various emergency situations that may arise;
 - viii. navigational duties and responsibilities as required by STCW, including the following:
 - planning and conducting safe navigation;
 - maintaining a safe navigational watch;
 - maneuvering and handling the yacht in all conditions and during all operations; and
 - maintaining security on board while in port.
 - ix. The Category limitation that may apply to the yacht as reflected on the Commercial Yacht Compliance Certificate (MI-289CYCC), PAXY Compliance Certificate (MI-289PAXYCC), PYLC Compliance Certificate (MI-289PYLCCC), or YET Compliance Certificate (MI-289YETCC).
- b. Yacht specific operations, including:
- i. maintaining lifesaving, firefighting, and other safety systems in an operational condition, including the ability to muster and disembark passengers and nonessential personnel;
 - ii. operating and maintaining watertight closing arrangements;
 - iii. performing operations necessary to protect the marine environment;
 - iv. undertaking administrative tasks required for the safe operation of the yacht; and
 - v. participating in mandatory safety drills and exercises.

- c. Marine engineering tasks and duties, including:
 - i. operating and monitoring the yacht's main propulsion and auxiliary machinery;
 - ii. maintaining a safe engineering watch;
 - iii. managing and performing fuel and ballast operations; and
 - v. maintaining the yacht's engine equipment, system, and services.
- d. Electrical, electronic, and control engineering duties, including:
 - i. operating electrical and electronic equipment; and
 - ii. maintaining electric and electronic systems.
- e. Radio communications, including:
 - i. transmitting and receiving information using vessel communication equipment;
 - ii. maintaining a safe radio watch; and
 - iii. providing communications in emergencies.
- f. Maintenance and repair, including:
 - i. Carrying out maintenance and repair work to the yacht, its machinery, equipment, and associated systems, as appropriate.
- g. Fulfill obligations and requirements of the International Ship and Port Facility Security (ISPS) Code:
 - i. As applicable.

A.2.3 Applying for an MSMC

- .1 An application for an MSMC shall be made by the owner, or their representative, to the Administrator using RMI Form [MI-336Y](#).
- .2 The Administrator may consider alternative arrangements to the manning levels outlined in the Minimum Manning Levels Tables in §A.2.7, §A.2.8, and §A.2.9 below. In order to do so, a clear and concise explanation shall be submitted by the yacht owner of how the proposed manning level:
 - a. has been determined by the owner or their representative;
 - b. takes into account the guidance outlined herein; and

- c. takes account hours of work/rest necessary to safely operate the yacht at all times in accordance with international regulations.
- .3 When the manning level has been determined, an MSMC will be issued for the yacht which shall be retained on board and be available for inspection by authorities or the Administrator or its representative, when required.
- .4 In the event of any changes to the equipment, construction, or usage of the yacht which may affect the safe manning level, the owner, or their representative, is required to make application for the issuance of a new MSMC to the Administrator. An MSMC can be withdrawn if the owner or operator fails to notify the Administrator of any of the items listed.
- .5 Manning levels for sailing yachts will be evaluated on a case by case basis.
- .6 Manning levels for yachts 3000 GT and above will be evaluated on a case by case basis. Upon time of application the owner or their representative should include the proposed manning level.

A.2.4 Manning Document

- .1 The original MSMC shall be kept on board at all times.
- .2 The yacht is considered to be safely manned if, when it proceeds to sea, it carries not less than the number and grades/capacities of personnel specified.
- .3 The Tables in §A.2.8, §A.2.9, and §A.2.10 below provide the typical required manning levels for yachts. Where it is not reasonable and practicable to meet the requirements in the Tables in §A.2.7, §A.2.8, and §A.2.9 below, alternative manning levels may be considered by the Administrator.

A.2.5 Dual Certification

- .1 On a case by case basis, a master or a deck officer who also holds a recognized engine certificate may be authorized to satisfy a required engineering billet in addition to the deck billet on the MSMC.
- .2 This crew member shall carry both certificates on board the yacht at all times.
- .3 In determining whether a dual role position is appropriate, the overall safe manning level of the yacht should be considered. Typically, this exception only occurs on PYLCs.

A.2.6 Crew Certification

For information on crew certification in the RMI, please refer to the RMI Requirements for Seafarer Certification ([MI-118](#)), §7.0.

A.2.7 Commercial Yachts – Deck Department

| Table 18 | | | | | |
|------------------------|-----------------------|----------------------|---------------------|-----------------------------|-----------------------------------|
| DECK DEPARTMENT | | | | | |
| Category | Deck Personnel | Gross Tonnage | | | |
| | | < 200 GT | 200 – 350 GT | >350 – <500 GT | 500 – 3,000 GT² |
| 2 <60 nm | Master | 1 – II/3 | 1 – II/3 | 1 – II/3 | 1 – II/2 |
| | Mate | - | 1 – II/3 | 1 – II/3 | 1 – II/2 |
| | OICNW | - | - | - | - |
| | Deck Hand | 1-STCW BST | 1-STCW BST | 1-STCW BST | 2-STCW BST |
| 1 <150nm | Master | 1 – II/3 | 1 – II/3 | 1 – II/3 | 1 – II/2 |
| | Mate | 1 – II/3 | 1 – II/3 | 1 – II/3 | 1 – II/2 |
| | OICNW | - | - | - | - |
| | Deck Hand | 1-STCW BST | 1-STCW BST | 2-STCW BST | 2 -STCW BST |
| 0 unlimited | Master | 1 – II/2 | 1 – II/2 | 1 – II/2 | 1 – II/2 |
| | Mate | 1 – II/2 | 1 – II/2 | 1 – II/2 | 1 – II/2 |
| | OICNW | - | - | - | 1 - II/1 |
| | Deck Hand | 1 -STCW BST | 1-STCW BST | 2-STCW BST | 2-STCW BST |

A.2.8 Commercial Yachts – Engine Department

| Table 19 | | | | |
|--------------------------|-------------------------|-------------------------|---------------------------|-------------------|
| ENGINE DEPARTMENT | | | | |
| Category | Engine Personnel | Propulsion Power | | |
| | | <750 kW | 750 – <3,000 kW | ≥ 3,000 kW |
| 2 <60nm | Chief Engineer | - | 1 – III/3 | 1 – III/2 |
| | | | | |
| | OICEW | - | - | - |
| | Engine Rating | - | - | - |
| 1 <150nm | Chief Engineer | - | 1 – III/3 | 1 – III/2 |
| | | | | |
| | OICEW | - | - | 1 – III/1 |
| | Engine Rating | 1-STCW BST | 1-STCW BST | - |
| 0 unlimited | Chief Engineer | 1 – III/3 | 1 – III/3 | 1 – III/2 |
| | Second Engineer | - | 1 – III/3 | 1 – III/2 |
| | OICEW | - | - | 1-III/1 |
| | Engine Rating | - | 1-STCW BST | 1-STCW BST |

² Reference §A.2.3.6 above for treatment of yachts over 3000 GT

Please note that the above tables provide the typical required manning levels for commercial yachts. Where it is not reasonable and practicable to meet the requirements in the tables above, alternative manning levels may be considered by the Administrator.

A.2.9 PYLCs

PYLCs of Categories 0 and 1 shall comply with the commercial manning levels of the respective Category. (Capacities required by STCW as noted)

| Table 20 | | | | | |
|-----------------|----------------|---------------|--------------|----------------|-----------------------------|
| DECK DEPARTMENT | | | | | |
| Category | Deck Personnel | Gross Tonnage | | | |
| | | < 200 GT | 200 – 350 GT | >350 – <500 GT | 500 – 3,000 GT ³ |
| 2 <60nm | Master | 1 – II/3 | 1 – II/3 | 1 – II/3 | N/A |
| | Mate | - | 1 – II/3 | 1 – II/3 | N/A |
| | OICNW | - | - | - | N/A |
| | Deck Hand | 1 -STCW BST | 1 -STCW BST | 1 -STCW BST | N/A |

| Table 21 | | | | |
|-------------------|------------------|------------------|-----------------|------------|
| ENGINE DEPARTMENT | | | | |
| Category | Engine Personnel | Propulsion Power | | |
| | | <750 kW | 750 – <3,000 kW | ≥ 3,000 kW |
| 2 <60nm | Chief Engineer | - | - | - |
| | Engineer | - | - | - |
| | Engine Rating | - | 1 – MEOL* | 1 – MEOL* |

*None STCW Capacity

A.2.10 Capacities

Listed by department, in order of precedence:

a. Deck:

- i. II / 2 – Master or Mate, Oceans, 500 GT or more;
- ii. II / 1 – Officer in Charge of a Navigation Watch (OICNW), Oceans, 500 GT or more;
- iii. II / 3 – OICNW, Near Coastal, not more than 500 GT; and
- iv. STCW BST – Having successfully completed approved STCW Basic Safety Training.

³ Reference §A.2.3.6 above for treatment of yachts over 3000 GT.

b. Engine:

- i. III / 2 – Chief Engineer, 3,000 kW or more;
- ii. III / 1 – Officer in Charge of an Engineering Watch (OICEW,) 750 kW or more;
- iii. III / 3 – Chief Engineer, between 750 kW and 3,000 kW;
- iv. STCW BST – Having successfully completed approved STCW Basic Safety Training; and
- v. Marine Engine Operator License or equivalent (MEOL) – A yacht engineering certificate indicating at least 24 months sea time and advanced engine training including, but not limited to, basic safety training, proficiency in survival craft (or sea survival,) and advanced firefighting.

A.2.11 PAXYs

PAXYs shall comply with the manning requirements as outlined in RMI *MSMC Schedule 1 (8,000 or more GT and 3,000 or more kW)* (MI-282-1(PAX)) which provides the typical required manning levels for passenger ships and which is applicable to PAXYs. Where it is not reasonable and practicable to meet the requirements of the MI-282-1(PAX), alternative manning levels may be considered by the Administrator.

A.2.12 YETs

YETs shall comply with the requirements for commercial yachts, as contained herein, and must maintain a valid Private Yacht MSMC (MI-282-10) at all times.

A.2.13 Private Yachts

Private yachts, which are not a PYLC or a YET, do not fall under the regulations of SOLAS and therefore are not required to have MSMCs. However, owners of private yachts may request a MSMC. If so requested, the MSMC will be issued at the corresponding commercial yacht levels, unless requested otherwise.

APPENDIX B-REDUCTIONS FROM BASIC MANNING LEVELS

B.1 Reductions

B.1.1 Reduced Levels - Deck

| CATEGORY | APPLICATION | SCALE |
|----------|--|--|
| D/1 | Vessels over 5,000 GT but under 8,000 GT | Master Chief Mate Two (2) OICNWs Radio Officer/GMDSS Three (3) Able Seafarers Deck/One (1) Ordinary Seafarer |
| D/2 | Vessels over 3,000 GT but under 5,000 GT | Master Chief Mate Two (2) OICNWs Radio Officer/GMDSS Two (2) Able Seafarers Deck Two (2) Ordinary Seafarers |
| D/3 | Vessels under 3,000 GT but over 500 GT | Master Chief Mate One (1) OICNW Radio Operator(s)/GMDSS Two (2) Able Seafarers Deck One (1) Ordinary Seafarer |
| D/4 | Vessels under 500 GT | Master Chief Mate Radio Operator(s) Two (2) Seafarers |
| D/5 | Offshore Service Vessels – any gross tons operating in near coastal waters | Master Chief Mate One (1) OICNW Three (3) Able Seafarers Deck NOTE: Manning levels may be increased for a vessel with a large operating area |
| D/6 | Vessels engaged in special or unusual operations | By direction of the Administrator upon application |

B.1.2 Reduced Levels - Engine

| CATEGORY | APPLICATION | SCALE |
|----------|--|--|
| E/1 | Vessels over 3,000 kW and certified for periodically unmanned machinery spaces | Chief Engineer First Assistant Engineer Two (2) Oiler/Motors or Able Seafarers Engine |
| E/2 | Vessels under 3,000 kW but over 750 kW manned machinery spaces | Chief Engineer Two (2) OICEWs Three (3) Oiler/Motors or Able Seafarers Engine |
| E/3 | Vessels under 3000 kW but over 750 kW and certified for unattended operation | Chief Engineer Second Assistant Engineer Two (2) Oiler/Motors or Able Seafarers Engine |

| CATEGORY | APPLICATION | SCALE |
|----------|---|--|
| E/4 | Vessels under 750 kW and not equipped for unattended operation | Chief Engineer One (1) OICEW Two (2) Oiler/Motors or Able Seafarers Engine |
| E/5 | Offshore Service Vessel (OSV) of any kW propulsion power operating in near coastal waters | Chief Engineer First Assistant Engineer (Second Engineer Officer) One (1) OICEW Three (3) Oiler/motors or Able Seafarers Engine |
| E/6 | Vessels under 750 kW and certified for unattended operation | Chief Engineer Three (3) Oiler/Motors or Able Seafarers Engine |

B.1.3 Reduced Levels – MOU

| Schedule | Application | Underway | On Location/ Field Move |
|-----------|--|--|--|
| A | Self Propelled Mobile Offshore Unit (MOU) (not including DP units) | Master Chief Mate Two (2) OICNWs Three (3) Able Seafarers Deck Two (2) Ordinary Seafarers Chief Engineer 1 st Assistant Engineer Two (2) OICEWs Three (3) Oiler/Motors or Able Seafarers Engine | Offshore Installation Manager (OIM) Barge Supervisor Two (2) Ballast Control Operators (BCOs) Two (2) Able Seafarers MOU One (1) Ordinary Seafarer MOU |
| | | | Maintenance Supervisor Assistant Maintenance Supervisor Two (2) Oiler/Motors MOU |
| DP | Dynamically Positioned Mobile Offshore Unit (MOU) | Master Chief Mate Two (2) OICNWs Three (3) Able Seafarers Deck Two (2) Ordinary Seafarers Chief Engineer First Assistant Engineer Two (2) OICEWs Three (3) Oiler/Motors or Able Seafarers Engine | Master OIM Chief Mate Two (2) OICNWs Two (2) Ballast Control Operators (BCOs) Two (2) Able Seafarers MOU One (1) Ordinary Seafarer MOU |
| | | | Chief Engineer First Assistant Engineer Two (2) OICEW Two (2) Oiler/Motors MOU |
| B | Non-self-propelled Bottom Bearing Unit | OIM Two (2) Able Seafarers MOU One (1) Ordinary Seafarer | OIM Two (2) Able Seafarers MOU One (1) Ordinary Seafarer MOU |

| Schedule | Application | Underway | On Location/ Field Move |
|-----------------|---|---|---|
| C | Non-self-propelled Mobile Offshore Unit (MOU) (not including Self-Elevating Units) | OIM Barge Supervisor Two (2) BCOs Two (2) Able Seafarers MOU One (1) Ordinary Seafarer | OIM Barge Supervisor Two (2) BCOs Two (2) Able Seafarers MOU |
| D | Self-propelled Floating Production Oil Offloading Unit (FPSO)/ periodically manned machinery spaces | Master Chief Mate Two (2) OICNWs Three (3) Able Seafarers Deck Two (2) Ordinary Seafarers Chief Engineer First Assistant Engineer Two (2) OICEWs Three (3) Oiler/Motors or Able Seafarers Engine | Master or OIM Three (3) Able Seafarers Deck One (1) OICEW Three (3) Oiler/Motors or Able Seafarers Engine |
| E | Non-self-propelled Oil Storage Vessel | N/A | Master or OIM Three (3) Able Seafarers Deck One (1) OICEW Three (3) Oiler/Motors or Able Seafarers Engine |
| F | Non-self-propelled Unit – barge | OIM Two (2) Able Seafarers MOU One (1) Ordinary Seafarer MOU | OIM |
| G | Non-self-propelled unit – Floating Oil Installation (FOI)/Floating Production Oil Offloading Unit (FPSO)/Mobile Offshore Unit (MOU) (not including Non-self-propelled Bottom Bearing Units) | OIM Barge Supervisor Two (2) BCOs Two (2) Able Seafarers MOU One (1) Ordinary Seafarer MOU | OIM Barge Supervisor Two (2) BCOs Two (2) Able Seafarers MOU |
| H | Self-propelled oil storage vessel-manned machinery spaces | Master Chief Mate OICNW Three (3) Able Seafarers Deck Chief Engineer First Assistant Engineer OICEW Three (3) Oiler/Motors or Able Seafarers Engine | Master Three (3) Able Seafarers Deck |

| Schedule | Application | Underway | On Location/ Field Move |
|-----------------|---|--|--|
| I | Non-self-propelled unit – barge – floating load facility | N/A | Barge Supervisor |
| J | Self-Propelled Gas Liquefaction, Storage and Offloading Unit (FLNG) | Master Chief Mate Two (2) OICNWs Three (3) Able Seafarers Deck Two (2) Ordinary Seafarers Chief Engineer First Assistant Engineer Two (2) OICEWs Three (3) Oiler/Motors or Able Seafarers Engine | Master Two (2) Able Seafarer Deck Chief Engineer Two (2) Oiler/Motors or Able Seafarer Engine |
| CB | Crew/work boats | Master Mate Deck Hand | N/A |
| FV | Fishing Vessels | Skipper Mate Two (2) Deckhands Chief Engineer Assistant Engineer Two (2) Maintenance Personnel | N/A |
| LH | Line handling vessels | Coxswain Deckhand | N/A |
| SP | Special Purpose Vessel | Master Chief Mate/Towmaster Two (2) OICNWs/Towmaster Three (3) Able Seafarers Deck Chief Engineer | N/A |

NOTE:

- Unless the manning specifically states MOU in Schedules A, DP, B, and C, the seafarers must be qualified in accordance with the STCW Convention regulations.
- None of the seafarers need to be certificated in accordance with STCW Convention regulations in Schedules CB, FV, and LH.