

# JERSEY SHIPPING REGISTRY

## Manning Policy Manual

Commercial and Private Yachts  
>24m and less than 400 GT

Revision 0



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Appendix I - Certificate Nomenclature

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**3. Revision History**

| <b>Date</b> | <b>Section</b> | <b>Revision</b>       |
|-------------|----------------|-----------------------|
| July 2014   | All            | Initial issue (Rev.0) |
|             |                |                       |
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#### **4. Minimum Safe Manning Document (MSMD)**

All yachts (private and commercial) should be sufficiently and efficiently manned; SOLAS Chapter V Regulation 14 refers.

For large commercial vessels yachts (that is greater than 24m in Load Line length), a MSMD should be applied for. Although the carriage of a MSMD is not a SOLAS mandatory requirement for commercial yachts under 500 GT, Jersey Shipping Registry have introduced this as policy. For pleasure yachts engaged solely in private use a MSMD is optional, as are requirements for an engineer to have attended an approved engine manufacturer's course.

Owners and/or managers should forward details of their manning proposals to Jersey Shipping Registry on our [Safe Manning Application](#) form. The form requires a copy of the vessel's 'schedule of hours of work and rest' to be attached to the submission. In preparing a proposal, the principles, recommendations and guidelines contained in 'IMO Resolution A.1047(27) - Principles of Minimum Safe Manning', should be applied.

#### **5. Commercially operated yachts carrying more than 12 passengers (Passenger Ships)**

Yachts, regardless of GT, carrying more than 12 passengers are considered as "passenger ships" and therefore are subject to the full requirements of the STCW and the SOLAS Conventions.

#### **6. Validity and Withdrawal of a MSMD**

A MSMD is valid for 5 years from the date of issue.

A MSMD may be withdrawn if an owner or operator fails to submit a new proposal where a vessel changes trading area(s), construction, machinery or equipment, or operation and/or method of maintenance have changed, or a vessel fails to comply with the rest hours requirements.

#### **7. Guidance on Minimum Safe Manning Levels**

The tables in Appendix II provide guidance on the numbers of certificated deck and engineer officers, and ratings that may be considered appropriate to different sizes of vessels and tonnages. In addition to these tables, specific submissions may be considered from owners and operators of vessels seeking a varied minimum safe manning document based on a range and risk approach to minimum safe manning with the flexibility to reduce the manning level taking into account, for example a limiting operating area(s) or parameters, and levels of automation.

## 8. Dispensations

Consideration may be given to officers, other than the master or chief engineer, who are working towards gaining the qualifications to meet the MSMD requirements. Officers in this category will be accepted on a case by case basis, for a limited period of time only, based on previous experience and written confirmation that they are working towards or will have the specified qualification within that limited time period.

Consideration will be given to issuing dispensations to yachts in private use when the qualifications in Jersey's minimum manning scales (see Appendix II) are not met subject to the owner providing a statement outlining how the experience of the crew can be considered to meet the objectives.

## 9. Dual Role Designation

The assistant engineer or second engineer may serve in a dual role position other than the Master if the yacht fulfils the following criteria:-

- I. it has full bridge control of main engine manoeuvring
- II. it is fitted with high level bilge alarms in the machinery space
- III. the engine room alarm system, including the fire alarm, is relayed to the accommodation and/or the bridge.

In such cases an additional rating may be required to be carried.

## 10. Square Rigged Sailing Vessels and Sail Training Vessels

Due to the additional considerations which need to be taken into account when assessing the minimum manning requirements of some square rigged sailing vessels and sail training vessels, these vessel types will be assessed on a case by case base taking into account MCA MSN 1802. Yacht restricted qualifications will only be applicable to training vessels carrying less than 50 trainees.

## 11. Officer Endorsements

Officers holding the appropriate UK STCW merchant navy, MCA yacht equivalent certificate or an MCA recognised yacht non-STCW certificate of competence ( e.g. RYA YM offshore or ocean commercial) do not require an endorsement.

Officers not holding one of the above certificates require a UK endorsement of their certificate (known as a Certificate of Equivalent Competency) or an exemption from the Registrar of Shipping in Jersey. For both options, the underlying certificate of competency should have been issued by another Convention country recognised by the UK. [A live list of recognised countries is on the MCA website.](#)

## **12. Medical Fitness Certificates**

All personnel employed on the yacht should hold a valid medical certificate attesting that they are medically fit to perform the duties they are to carry out at sea.

Recognised certificates are the UK medical fitness certificate, currently known as an ENG1, issued by a MCA approved medical practitioner, (or ML5 if the vessel is operating within 60nm of a safe haven) or a certificate issued by the Administration of any country whose medical fitness certificate is recognised as equivalent to the ENG1. Lists of approved medical practitioners and countries whose seafarer medical standards and medical certificates are considered equivalent are both available in MSNs which are updated annually. [A live list is available on the MCA website.](#)

When the seafarer is in a location where a medical examination is not possible when seafarer's certificates expires he/she may continue to be employed for a period of up to three (3) months after the expiry date of a medical certificate. When such circumstances arise a dispensation should be requested from Jersey Shipping Registry.

## **13. Radio Operator**

Every vessel should carry at least one person qualified for distress and safety radiocommunication purposes. This will be either a GMDSS General Operator's Certificate (GOC) or a GMDSS Restriction Operator's Certificate (ROC), depending upon the tonnage and range of the vessel.

## **14. Ship's Cook**

A fully qualified ship's cook is required on yachts with ten(10) or more seafarers. The cook should have completed a recognised training course covering practical cookery, food and personal hygiene, food storage, stock control, and environmental protection and catering health and safety. Additionally, anyone processing food in the galley should have completed a recognised training course covering food and personal hygiene, handling and storage of food on board ship.

## **15. Safety Familiarisation Training (STCW VI/1)**

Before being assigned to shipboard duties, all personnel employed on a yacht shall receive approved onboard familiarisation training in personal survival techniques or receive sufficient information and instruction to be able to:

- a) communicate with other persons on board on elementary safety matters and understand safety information symbols, signs and alarm signals;

- b) know what to do if:
  - a person falls overboard
  - fire or smoke is detected
  - the fire or abandon ship alarm is sounded
- c) identify muster and embarkation stations and emergency escape routes
- d) locate and don lifejackets
- e) raise the alarm and have basic knowledge of the use of portable fire extinguishers
- f) take immediate action upon encountering an accident or other medical emergency before seeking further medical assistance on board; and
- g) close and open the fire weathertight and watertight doors fitted in the particular ship other than those for hull openings.

#### **16. Basic Training (STCW VI/1)**

Before being assigned to shipboard duties, all personnel on the muster list with designated safety or pollution-prevention duties should have completed the four basic STCW courses, namely:-

- Personal Survival Techniques
- Fire Prevention and Fire Fighting
- Elementary First Aid
- Personal Safety & Social Responsibility

#### **17. Proficiency in Survival Craft and Rescue Boats (STCW VI/2)**

Seafarers designated on the muster list to take charge of a survival craft or rescue boat shall hold a certificate of Proficiency in Survival Craft and Rescue Boats.

#### **18. Proficiency in Advanced Fire Fighting (Reg. VI/3)**

Seafarers designated on the muster list to control fire-fighting operations shall hold a certificate of Proficiency in Advanced Fire Fighting.

#### **19. Proficiency in Medical Care (Reg. VI/4)**

Seafarers designated to provide medical care shall hold a certificate of Proficiency in Medical Care.

## **Appendix I - Certificate Nomenclature**

For full details, see IMO STCW Convention, MCA MSN 1802 (Yacht Deck Officers), MGN 156(Yacht Engineer Officers) and MGN 270 (Yacht Ratings).

### **Deck**

#### **Full STCW**

- R.II/1** Officer in charge of a navigational watch of vessels >500 GT
- R.II/2** Master and Chief Mate of vessels (other than <500GT near coastal)
- R.II/3** Master & Officers of vessels <500 GT near coastal
- R.II/4** Rating - navigational watch
- R.II/5** Rating - able seafarer

#### **MCA Yacht Equivalentents**

- Master(Y)** Master of yacht <3000GT
- Master(Y)<500GT** Master of yacht <500GT
- Chief Mate(Y)** Chief Mate of yacht <3000 GT
- OOW(Y)** - Officer in charge of a navigational watch of yachts < 3000 GT
- Yacht Rating** - Deck watch rating



**Engineering****Full STCW**

**C/Eng (MN) >3,000kW**- R.III/2 - Chief engineer > 3,000kW

**2/Eng (MN) >3,000kW**- R.III/2 - Second engineer > 3,000kW

**C/Eng (MN) <3,000kW**- R.III/3 - Chief engineer 750kW to 3,000kW

**2/Eng (MN) <3,000kW**- R.III/3 - Second engineer 750kW to 3,000kW

**EOOW(MN)** - R.III/1 - Officer in charge of an engineering watch of vessels > 750 kW

**Watch Rating** - R.III/4 - Engineering Watch Rating

**MCA Yacht Equivalentents**

**C/Eng (Y1)** - R.III/2

Chief Engineer <9,000kW

[Second Engineer without limitations]

**C/Eng (Y2)** - R.III/2

Chief Engineer <3,000kW

[Second Engineer <6,000kW]

**C/Eng (Y3)** - R.III/2

Chief Engineer <500GT and <3,000kW

[Second Engineer <3,000GT and <3,000kW]

**C/Eng (Y4)** - R.III/3

Chief Engineer <200GT and <1,500kW

[Second Engineer <500GT and <3,000kW]

**Yacht Rating** - R.III/4

Engineering Watch Rating

**Non-STCW yacht deck and engineering certificates of competence**

|                    |                                |
|--------------------|--------------------------------|
| <b>YM Coastal</b>  | RYA Yachtmaster Coastal        |
| <b>YM Offshore</b> | RYA Yachtmaster Offshore       |
| <b>YM Ocean</b>    | RYA Yachtmaster Ocean          |
| <b>AEC</b>         | Approved Engine Course         |
| <b>MEOL</b>        | Marine Engine Operator Licence |

## Notes:

1. Where overseas Administrations do not recognise YM Offshore or YM Ocean because there is no reference to STCW on the certificate, the holders may apply to the MCA to upgrade their certificates to Master(Y)<200GT 150nm or Master(Y)<200GT unlimited, respectively.
2. The International Yacht Training (IYT) Master of Yachts Certificate is accepted as an equivalent to the RYA certificates.
3. Certain other equivalent qualifications may be dealt with on a case by case basis.

## Appendix II

### Guidance on Minimum Manning Levels for Motor Yachts

**< 200 GT < 1500 kW (and <3000 kW)**

| Miles from a safe haven | Rank           | No. | Qualification   |
|-------------------------|----------------|-----|---|
| <b>Up to 60</b>         | Master         | 1   | YM Offshore   |
|                         | Chief Officer  | 1   | YM Coastal*   |
|                         | OOW (Nav)      | -   | -   |
|                         | Chief Engineer | 1   | AEC <sup>1</sup>                                      |
|                         | 2nd Engineer   | -   | -   |
|                         | Ast Engineer   | -   | -   |
|                         | Yacht Rating   | 1   | Yacht Rating  |
| <b>Up to 150</b>        | Master         | 1   | YM Offshore   |
|                         | Chief Officer  | 1   | YM Coastal  |
|                         | OOW (Nav)      | -   | -   |
|                         | Chief Engineer | 1   | or<br>MEOL (MN) <sup>1</sup><br>MEOL (Y) <sup>1</sup> |
|                         | 2nd Engineer   | -   | -   |
|                         | Ast Engineer   | -   | -   |
|                         | Yacht Rating   | 1   | Yacht Rating  |
| <b>Unlimited</b>        | Master         | 1   | YM Ocean  |
|                         | Chief Mate     | 1   | YM Offshore <sup>1</sup>                              |
|                         | OOW (Nav)      | -   | -   |
|                         | Chief Engineer | 1   | or<br>2/Eng (MN) <3000kW<br>C/Eng (Y4) <sup>1</sup>   |
|                         | 2nd Engineer   | 1   | or<br>MEOL (MN) <sup>1</sup><br>MEOL (Y) <sup>1</sup> |
|                         | Ast Engineer   | -   | -   |
|                         | Yacht Rating   | 2   | Yacht Rating  |

\* Normally recommended for motor yachts and required for sailing yachts

<sup>1</sup>Over 1500kW and less than 3,000kW propulsion power: certificate holder is required to have attended an approved engine manufacturer's course appropriate to the engine type and power range.

**200 to < 400GT, <3,000kW (<6000kW)**

| Miles from a safe haven | Rank           | No. | Qualification  |
|-------------------------|----------------|-----|--|
| <b>Up to 60</b>         | Master         | 1   | Master (Y) <500GT                                    |
|                         | Chief Officer  | 1   | YM Coastal   |
|                         | OOW (Nav)      | -   | -  |
|                         | Chief Engineer | 1   | or<br>EOOW (MN)<br>C/Eng (Y4) <sup>1,3</sup>         |
|                         | 2nd Engineer   | -   | -  |
|                         | Ast Engineer   | 1   | AEC  |
|                         | Yacht Rating   | 2   | Yacht Rating Certificate                             |
| <b>Up to 150</b>        | Master         | 1   | Master (Y) <500GT                                    |
|                         | Chief Officer  | 1   | YM Offshore  |
|                         | OOW (Nav)      | -   | -  |
|                         | Chief Engineer | 1   | or<br>2/Eng (MN) <3000kW<br>C/Eng (Y3) <sup>2</sup>  |
|                         | 2nd Engineer   | -   | -  |
|                         | Ast Engineer   | 1   | or<br>MEOL (MN)<br>MEOL (Y)                          |
|                         | Yacht Rating   | 2   | Yacht Rating   |
| <b>Unlimited</b>        | Master         | 1   | Master(Y) <500GT                                     |
|                         | Chief Officer  | 1   | OOW(Y)   |
|                         | OOW (Nav)      | 1   | YM Offshore  |
|                         | Chief Engineer | 1   | or<br>C/Eng (MN) <3000 kW<br>C/Eng (Y3) <sup>2</sup> |
|                         | 2nd Engineer   | 1   | or<br>EOOW (MN)<br>C/Eng (Y4) <sup>1,2</sup>         |
|                         | Ast Engineer   | -   | -  |
|                         | Yacht Rating   | 2   | Yacht Rating   |

<sup>1</sup>Over 1500kW and less than 3,000kW propulsion power: certificate holder is required also to have attended an approved engine manufacturer's course appropriate to the engine type and power range.

<sup>2</sup>Over 3,000kW and less than 6,000kW propulsion power: certificate holder is required also to have attended an approved engine manufacturer's course appropriate to the engine type and power range.

<sup>3</sup>Over 3,000kW and less than 6,000kW propulsion power: C/Eng(Y4) with approved engine manufacturer's course is only acceptable for multi-engine yachts with simple engine room layout and configuration. For all other vessels a 2/Eng(MN) <3000kW or C/Eng(Y3)<sup>2</sup> will be required.

## **Appendix III**

### **Guidance on Minimum Manning Levels for Sailing Yachts**

The minimum safe manning for Sailing Yachts of under 400 GT is the same as shown for motor yachts in Appendix II, except for the following:-

1. If necessary, an additional Yacht Rating should be carried, giving a minimum of 2.
2. For sailing yachts 200 to < 400GT, <1,500kW, unlimited: the 2<sup>nd</sup> Engineer may be an Assistant Engineer (MEOL (MN) or MEOL(Y)).
3. For sailing yachts <200GT a Chief Officer (Coastal Skipper) is required.