



# TUVALU SHIP REGISTRY

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## MARINE CIRCULAR

**MC-2/2006/07/09/10/12/5**

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**FOR:** Ship Owners, Ship Managers, Ship Operators, Ship Masters, Ship Officers, Classification Societies and Port State Inspectors

**SUBJECT: MINIMUM SAFE MANNING SCALE**

### DEFINITIONS:

The following abbreviations stand for:

- "COC" – A Certificate of Competence which is issued in compliance with the provisions of the STCW Convention
- "COE" – Certificate of Endorsement issued in recognition of a STCW Certificate issued by a country on the IMO "White List"
- "DCE" – Certificate of Endorsement issued in recognition of a STCW Dangerous Cargo Endorsement Certificate
- "GOC" – Certificate of Endorsement issued in recognition of a STCW GMDSS-General Operator Certificate
- "GMDSS" – Global Maritime Distress and Safety System
- "MLC" – Maritime Labour Convention, 2006, as amended
- "OSV" – Offshore Supply Vessel
- "STCW" – International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended

The term "Administration" shall mean the Tuvalu Ship Registry.

### CONTENTS:

#### 1. General Requirements

- 1.1. Only OFFICERS are required to apply for Crew Endorsements (i.e. COE/GOC/DCE/SSO etc).
- 1.2. Officers onboard specialized vessels such as Tankers will also need to apply for Crew Endorsements specific to the vessel, for example, Senior Officers on board a LPG Tanker will need to submit the following certificates for endorsement by this Administration:
  - 1.2.1. Tanker Familiarization Certificate for junior officers and ratings – STCW Chapter V Regulation V/1-2 Paragraph 1 and 2 (Section A-V/1-2 Paragraph 1).
  - 1.2.2. Advance Tanker Safety Certificate for senior officers – STCW Chapter V Regulation V/1-2 Paragraph 3 and 4 (Section A-V/1-2 Paragraph 2).
- 1.3. Please refer to RC-5/2012/1 for application procedures for COE/GOC/DCE/SSO etc.

## 2. Principles of Minimum Safe Manning

- 2.1. The minimum safe manning of the vessel shall observe IMO Resolution A.1047 (27) "Principles of Minimum Safe Manning", as amended, in ensuring that the vessel is sufficiently, effectively and efficiently manned to ensure the safety and security of the vessel, safe navigation and operations at sea, safe operations in port, prevention of human injury or loss of life, the avoidance of damage to the marine environment and to property, and the welfare and health of seafarers through the avoidance of fatigue.
- 2.2. All crew working on board shall comply with the hours of work and hours of rest in accordance with the requirements of STCW and MLC, taking into account principles outlined in IMO Guidelines On Fatigue (MSC.1/Circ. 1598), as amended.

## 3. Manning Requirements – Deck

Gross Tonnage	Minimum qualified Officers & Ratings				Remarks
	Master	Chief Mate	OOW Navigation	Deck Watch Rating	
3000 & above	1(a)	1(b)	1(c)	2(d)	- For International voyages
1600 - 2999	1(e)	1(f)	1(c)	2(d)	- For International voyages
500 - 1599	1(e)	-	2(c)	2(d)	- For International voyages - For OSV, less 1 OOW Navigation
200 - 499	1(e)	-	1(c)	2(d)	- For International voyages
Below 200	1(e)	-	1(c)	1(d)	- For International voyages

### Certificate Type

- (a) COC under Reg II/2 (Master on ships above 3000 GT)  
 (b) COC under Reg II/2 (Chief Mate on ships above 3000 GT)  
 (c) COC under Reg II/1 (OOW on ships of 500 GT and above)  
 (d) Certification of ratings forming part of a navigational watch, Reg II/4 or II/5  
 (e) COC under Reg II/2 (Master on ships between 500 and 3000 GT)  
 (f) COC under Reg II/2 (Chief Mate on ships between 500 and 3000 GT)

## 4. Manning Requirements – Engine Room

Engine Power (kW)	Minimum qualified Engineers & Ratings				
	Chief Engineer	Second Engineer	OOW Engineer	Engine Watch Ratings	Vessel certified for unattended machinery space (UMS) operation
3000 & above	1(a)	1(b)	1(c)	2(d)	Less 1 OOW
1500 - 2999	1(e)	1(f)	-	1(d)	-
750 - 1499	1(e)	-	1(c)	1(d)	-
749 & below	-	1(f)	1(c)	1(d)	Less 1 OOW

### Certificate Type

- (a) COC under Reg III/2 (C/E on ships above 3000 KW)  
 (b) COC under Reg III/2 (2/E on ships above 3000 KW)  
 (c) COC under Reg III/1 (OOW on ships above 750 KW)  
 (d) Certification of ratings forming part of an engine watch, Reg III/4 or III/5  
 (e) COC under Reg III/3 (C/E on ships between 750 and 3000 KW)  
 (f) COC under Reg III/3 (2/E on ships between 750 and 3000 KW)

## 5. Manning Requirements – GMDSS Radio Personnel (STCW Reg. IV/2)

<b>Area A1</b>	At least 1 officer with GMDSS Restricted Operator's Cert (ROC)
<b>Area A2</b>	At least 1 officer with GMDSS General Operator's Cert (GOC)
<b>Area A3</b>	At least 2 officers with GMDSS GOC or 1 dedicated officer with a GMDSS GOC
<b>Area A4</b>	At least 2 officers with GMDSS GOC or 1 dedicated officer with a GMDSS GOC

## **6. Requirements for Cooks**

- 6.1. All ships carrying ten (10) or more seafarers and engaged on voyages of more than 24 hours shall carry a qualified cook in accordance with MLC Regulation 3.2 and Standard A3.2.
- 6.2. A cook shall:
  - 6.2.1. Be at least 18 years of age;
  - 6.2.2. Have completed a minimum of one month sea going service in any capacity;
  - 6.2.3. Hold a valid certificate(s) attesting to the successful completion of training in the following:
    - 6.2.3.1. Practical cookery;
    - 6.2.3.2. Food and personal hygiene;
    - 6.2.3.3. Food storage;
    - 6.2.3.4. Stock control;
    - 6.2.3.5. Environmental protection catering health and safety
- 6.3. A ship is not required to carry a qualified cook if its complement is 9 or less. Seafarers on such ships who are assigned duties in processing food in the galley shall be trained or instructed in areas including food and personal hygiene as well as handling and storage of food on board ship.
- 6.4. Cooks with certificates issued by a foreign maritime administration party to MLC will be recognised to work on Tuvalu-flagged vessels.

## **7. Reduction in Manning Levels**

- 7.1. Requests to reduce the minimum safe manning requirements stipulated in sections (3) and (4) may be considered by the Administration with submission of the following information:
  - 7.1.1. Reason(s) for the request in reduction e.g. vessel design, restricted area of operations, restricted operation hours etc. All reasons shall be provided in a manner that is clear and easy to understand with supporting documents where applicable.
  - 7.1.2. Proposed reduction in manning level.
- 7.2. The Administration may reject any request for reduction in manning if it considers that such reduction puts the safety of the crew and vessel at risks.

Yours sincerely

Deputy Registrar  
Tuvalu Ship Registry