



Annex 4

THE REPUBLIC OF LIBERIA

**APPLICATION FOR
MINIMUM SAFE MANNING CERTIFICATE**

FOR SHIPS WHICH MUST COMPLY WITH THE STCW REQUIREMENTS

*COMPANY NAME: ADDRESS: Email: Phone: Fax:	Company IMO NO: <hr/> SHIP'S NAME: <hr/> Ship's IMO Number: <hr/> TRADING AREA: <hr/>
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*(shall be the company responsible for Safety Management in accordance with the ISM Code when applicable)

CLASS SOCIETY: (Check One) ABS; BV; CCS; CRS; DNV; IRS; KR; LR; NK; PRS; PHRS; RS; RINA

Other: _____

PARTICULARS

SHIP TYPE:	GROSS TONNAGE:
TYPE OF MAIN ENGINES:	STEAM, MOTOR, OTHER
KW EACH MAIN: TOTAL PROPELLING POWER [KW]:	NO. OF GENERATORS:
AUTOMATED MACHINERY: YES OR NO	
INDICATE CLASS NOTATIONS FOR UNATTENDED, OR PARTIALLY UNATTENDED MACHINERY OPERATION IF ANY:	
INDICATE CLASS NOTATION FOR INTEGRATED BRDGE SYSTEMS, IF ANY:	

OWNERS MINIMUM MANNING PROPOSAL

<input type="checkbox"/> Master <input type="checkbox"/> Chief Mate <input type="checkbox"/> Officer In Charge of a Navigation Watch <input type="checkbox"/> Other (describe): -----	<input type="checkbox"/> Able Seafarer Deck (II/5) <input type="checkbox"/> Ordinary Seafarer Deck (II/4) <input type="checkbox"/> Other (describe): _____ Passenger vessels: <input type="checkbox"/> Survival Craft (VI-2) <input type="checkbox"/> Assisting/ directing passengers (V2)	<input type="checkbox"/> Chief Engineer <input type="checkbox"/> Second Engineer <input type="checkbox"/> Engineering Watch Officer <input type="checkbox"/> Electrical Technical Officer <input type="checkbox"/> Other (describe): _____	<input type="checkbox"/> Able Seafarer Eng.(III/5) <input type="checkbox"/> Rating with (III/4) <input type="checkbox"/> ET Rating (III/7) <input type="checkbox"/> Other (describe): -----
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Owners should submit any additional information which could support their proposal for reduced Manning. Ships with a manning of 10 or more crew shall be provided with a ship's cook trained and certified in accordance with STCW Regulation VI/1 and Regulation 3.2 of MLC, 2006. This will be indicated in the Notes on the Ship's Minimum Safe Manning Certificate. Other Catering Department personnel are NOT included in minimum safe manning unless they are trained general purpose personnel. The application will be reviewed and a Minimum Safe Manning Certificate under authority of Maritime Regulation 10.292(5) will be issued by the Administration upon verification that the request meets the requirements of the Administration and IMO resolution A.1047(27).

Signature of Submitter: _____
 Print Name of Submitter: _____
 Title of Submitter: _____

DATE: _____

Mail Application To: Liberia Maritime Authority

(Note: Submitter should be a nominated Decision Maker, or Designated Person Ashore for the above Vessel.)

C/o Liberian International Ship and Corporate Registry
 Attn: Vessel Certification
 22980 Indian Creek Dr., Suite 200, Dulles, VA 20166, USA
 Telephone: +1-703-790-3434 Fax: +1-703-790-5655
 Email: vesselcertificates@liscr.com

PRINCIPLES OF MINIMUM SAFE MANNING IMO Resolution 1047(27).

The following principles should be observed in determining the minimum safe manning of a ship:

A. The capability to:

- maintain safe navigational, port, engineering and radio watches in accordance with regulation VIII/2 of the 1978 STCW Convention, as amended, and also maintain general surveillance of the ship;
- moor and unmoor the ship safely;
- manage the safety functions of the ship when employed in a stationary or near-stationary mode at sea;
- perform operations, as appropriate, for the prevention of damage to the marine environment;
- maintain the safety arrangements and the cleanliness of all accessible spaces to minimize the risk of fire;
- provide for medical care on board ship;
- ensure safe carriage of cargo during transit;
- inspect and maintain, as appropriate, the structural integrity of the ship; and operate in accordance with the approved Ship's Security Plan; and

B. The ability to operate:

- all watertight closing arrangements and maintain them in effective condition, and also deploy a competent damage control party;
- all onboard fire-fighting and emergency equipment and life-saving appliances, carry out such maintenance of this equipment as is required to be done at sea, and muster and disembark all persons on board; and
- the main propulsion and auxiliary machinery including pollution prevention equipment and maintain them in a safe condition to enable the ship to overcome the foreseeable perils of the voyage.

C. The following onboard functions, when applicable, should also be taken into account:

- ongoing training requirements for all personnel, including the operation and use of fire-fighting and emergency equipment, life-saving appliances and watertight closing arrangements;
- specialized training requirements for particular types of ships and in instances where crew members are engaged in shipboard tasks that cross departmental boundaries;
- provision of proper food and drinking water;
- need to undertake emergency duties and responsibilities; and
- need to provide training opportunities for entrant seafarers to allow them to gain the training and experience needed.

Every Company applying for a MSMC with a manning different from the standard provided in Marine Notice [MAN-001](#), or [MAN-004](#) must provide written justification (via email) to support the revised MSMC and shall include the following set of documents:

- the **general arrangement plan**, with details of the navigational bridge, engine rooms and accommodations details;
- the **safety plan**;
- the **muster list**;
- the **navigation and engineering watch lists**,
- the **table showing the working /rest hours for the crew**
- a **Description of tasks conducted by other groups to support the crew, such as riding crews for maintenance and cargo teams to manage the loading and unloading of the ship.**

Evaluation by the Administration: The Administration will evaluate the submission of the company against relevant national and international regulatory requirements using the guidelines found in Marine Notice [MAN-001](#).