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## Passenger Ship Windows

Notice to ship owners, managers, Masters, Approved Nautical Inspectors, Recognised Organisations and surveyors

*This Notice supersedes BMA Information Bulletin No.154*

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### 1. Purpose

- 1.1. This Information Notice (IN) provides guidance on the protection of windows and side scuttles in passenger ships and the safety of passengers when situated in areas close to windows and side scuttles during bad weather.

### 2. Application

- 2.1. This Notice applies to all Bahamian passenger ships of 500 gross tonnage and above, other than passenger High Speed Craft.

### 3. Windows and side scuttles

- 3.1. As defined in the International Convention on Load Lines, 1996 and Protocol of 1988, as amended (Load Lines Convention):
- i. **windows** are "...rectangular openings generally, having a radius at each corner relative to the window size and round or oval openings with an area exceeding 0.16m<sup>2</sup>".
  - ii. **side scuttles** are "...round or oval openings with an area not exceeding 0.16m<sup>2</sup>. Round or oval openings having area exceeding 0.16m<sup>2</sup> shall be treated as windows".

### 4. Carriage of portable deadlights and spare glasses

- 4.1. The Company<sup>1</sup> should perform a risk assessment, taking into account the ship's operating areas and voyage durations, to determine if any windows and side scuttles are at risk of failure in heavy seas and determine the appropriate number of portable

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<sup>1</sup> The "Company" is the entity responsible for the management of the ship in accordance with the ISM Code. For ships to which the ISM Code is not applicable, the Company is the Managing Owner in accordance with Section 52 of the Bahamas Merchant Shipping Act.

deadlights to be carried for each size of window, in addition to those required under the Load Lines Convention, if any.

- 4.2. Additional portable deadlights which are required as a result of the risk assessment should be carried on board and be readily accessible.
- 4.3. Spare glasses for external windows and side scuttles described above should be carried on board.
- 4.4. The Bahamas Maritime Authority (BMA) recommends that, as a guide, spare glasses should be provided for each size of window or side scuttle identified in 4.1 and 4.2 to cover 4% of the total number of windows or side scuttles, but never less than 2 spare glasses.
- 4.5. Notwithstanding 4.4, single windows identified by the risk assessment as being at risk need only one spare glass specifically for the window concerned.
- 4.6. Sister ships on regular services of less than 24 hours duration may hold common spare glasses at a mutually shared port.
- 4.7. Noting that it may be difficult to replace a broken window or side scuttle whilst the ship is at sea, sufficient material should be available on board to ensure that effective temporary repairs can be made until the window or side scuttle is replaced. The broken window or side scuttle should be replaced before the ship departs on its next voyage by a spare glass, or material with equal or better strength which ensures watertightness (below freeboard deck) or weathertightness (above freeboard deck).

## **5. Protection of passengers in common areas close to windows and side scuttles in bad weather**

- 5.1. In recent years, there have been several incidents that have resulted in serious injuries to passengers owing to failure of windows in bad weather.
- 5.2. The Company is required to undertake a risk assessment and introduce appropriate safeguards in relation to seating and communal areas in way of windows and side scuttles.

## **6. Queries**

- 6.1. Any queries on this Notice may be addressed to [tech@bahamasmaritime.com](mailto:tech@bahamasmaritime.com) or any BMA office.

**Revision History**

| Version | Description of Revision |
|---------|-------------------------|
| 1.0     | First Issue             |
| 1.1     | Updated branding        |
| 1.2     | Periodic review         |
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