

Official Use only

Date of receipt:



The Bahamas
Maritime Authority

Application for Minimum Safe Manning Document (MSMD)

Any document issued will reflect the minimum manning levels approved by the Authority. The document will not include personnel carried in the ship in excess of the approved minimum scale. Reference shall be made to BMA Information Bulletins 115 and 105 which provide guidance relating to manning.

SECTION 1 MANAGERS / MANAGEMENT COMPANY'S DETAILS

(Please note all correspondence relating to the Minimum Safe Manning Document will be made through this address. Unless requested otherwise, the original copy of the MSMD will also be posted to this address.)

Name of Manager/Management Company	
Mailing Address	
Telephone Numbers	
Email	Fax

SECTION 2 GENERAL PARTICULARS (Please put 'N/A' if any box is not applicable)

Ships name		Port of Registry	
IMO Number		Official Number	
Type of Ship			
Length		Breadth	
Gross Tonnage		Trading Area	
Numbers of Tanks	Number of Holds	Type of Hatch covers	
Number of Pump rooms/space	Cargo Gear Type	Cargo Gear Numbers	
Total Persons on Board	Number of Life Rafts	Number of Lifeboats	
Type of Lifeboat or Liferaft Davits		Number of Marine Evacuation System (MES)	
Number of Assembly Stations	Number of Rescue Boats	Number of Muster Teams	

SECTION 3 MACHINERY (Please tick the relevant box)

Type of Main Engine	Propulsion Power (KW)	Periodically unmanned E/R <input type="radio"/> Yes <input type="radio"/> No
Bridge Control <input type="radio"/> Yes <input type="radio"/> No	E/R Watch Alarm system <input type="radio"/> Yes <input type="radio"/> No	Number of Generators
E/R Bilge Alarm System <input type="radio"/> Yes <input type="radio"/> No	E/R Fire Detection System <input type="radio"/> Yes <input type="radio"/> No	Fire Pumps capable of remote operation <input type="radio"/> Yes <input type="radio"/> No

SECTION 4 COMMUNICATIONS (Please tick the relevant box)

GMDSS <input type="radio"/> A1 <input type="radio"/> A2 <input type="radio"/> A3 <input type="radio"/> A4	Radio Maintenance Agreement <input type="radio"/> Onboard <input type="radio"/> Shorebased	Particulars of Internal Communications
Who will be the primary GMDSS/Radio operator?		

SECTION 5 MOORING ARRANGEMENTS

Number of Winches	Winch Type
Power Source of Winches	How many persons required for mooring stations?

SECTION 6 PROPOSED MANNING SCALE

CAPACITY	QUALIFICATION ¹	NUMBER ⁵	NUMBER ⁵	QUALIFICATION ¹	NUMBER ⁵	NUMBER ⁵
MASTER				CHIEF ENGINEER		
CHIEF MATE				SECOND ENGINEER		
OFFICER IN CHARGE OF NAVIGATION WATCH				OFFICER IN CHARGE OF ENGINEERING WATCH		
ABLE SEAFARER (DECK) ³				ELECTRO TECHNICAL OFFICER ⁴		
RATING FORMING PART OF NAVIGATIONAL WATCH				ABLE SEAFARER (ENGINE) ³		
GMDS RADIO OPERATOR ⁶				RATING FORMING PART OF ENGINEERING WATCH		
OFFSHORE INSTALLATION MANAGER (OIM)				ELECTRO TECHNICAL RATING ⁴		
BARGE SUPERVISOR				MAINTENANCE SUPERVISOR		
BALLAST CONTROL OPERATOR				COOK		
OTHER ²				DOCTOR		

- 1) In the 'qualifications' column, please put relevant 'STCW notations' or 'IMO resolution number' as appropriate.
- 2) In the 'Other' category, please put the number of additional persons required to manage any operational or emergency situations taking into account 'Total Persons on Board'. These persons only need to have STCW training or instructions dependent on their assigned shipboard duties in respect of safety, security or environmental protection.
- 3) A STCW II/4 or III/4 certificate will continue to be accepted for existing seafarers for Able Seafarer (Deck) or Able Seafarer (Engine) positions until 31 December 2016 ; after this date a STCW II/5 or STCW III/5 qualification respectively will be required. New entrants from 01 July 2013 will need a II/5 or III/5 qualification respectively whenever they are accepted for above positions.
- 4) Existing Electro-Technical Officers and Electro-Technical Ratings may continue to work with non-STCW national certificates until 31 December 2016; after this date a STCW III/6 or STCW III/7 qualification respectively will be required. New entrants from 01 July 2013 will need a STCW III/6 or a STCW III/7 qualification respectively whenever they are accepted for above positions.
- 5) There are two columns for putting the number for each capacity. If two different manning levels are proposed for different trading area, then the number for common trading area (e.g. Near Coastal area) should be put on the left column and number for occasional trading area (e.g. Unlimited area) should be on the right column. If two columns are used, there should be a statement in 'section 8' briefly explaining why different manning levels are required. If manning is required only for one trading area, then one column should be used and if more than 2 manning levels are required, the additional level can be inserted in 'Section 8'.
- 6) This row should only be completed if a dedicated GMDSS Radio Operator is required and this person is separate to the navigational Officers.

SECTION 7 ADDITIONAL INFORMATION

Does the Master take a navigational watch? <input type="radio"/> Yes <input type="radio"/> No	Does the Chief Engineer take a watch? <input type="radio"/> Yes <input type="radio"/> No
Who acts as the designated Security Officer, if any?	
How many persons are assigned designated security?	
Who is responsible for the maintenance of Fire and Life Saving appliance?	
Who is designated for medical care/first aid on board?	
Who is responsible for the Electrical, Electronic, Control and Computer network System and equipment? ⁷	

7) (If these are essential equipment which requires an onboard personnel who is not an STCW Engineer, then that person(s) should be included in 'Section 6' and must hold an appropriate STCW certificate).

How many persons required to operate the cargo handling gear(s), if applicable?	How many persons required to clean machinery space and to assist in the machinery space in the event of a breakdown?
How many persons required for hold/tank cleaning, if applicable?	

SECTION 8 ANY OTHER FACTORS

(Any issue not included in other sections but is pertinent to the Application may be mentioned. Also, please state the name of the company to be invoiced for the fees related to the Minimum Safe Manning Document.)

SECTION 9 DECLARATION

On behalf of the owners of the vessel, I hereby confirm that an assessment has been carried out taking into consideration the international and flag state requirements relating to the Minimum Safe Manning Document and the proposed manning is deemed to be the minimum for the vessel's safe operation, for its security, for protection of the marine environment, and for dealing with emergency situations.

I CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE PARTICULARS GIVEN BY ME IN THIS FORM ARE CORRECT.

Signature	Full Name
Position	Company
Date	

The application should be forwarded to the appropriate BMA office. The addresses of BMA offices worldwide are available from the website: www.bahamasmaritime.com