



# ST KITTS & NEVIS INTERNATIONAL SHIP REGISTRY

*The Saint Christopher & Nevis Merchant Shipping Act, Cap. 7.05  
Department of Maritime Affairs*



## APPLICATION FOR FIRST ISSUANCE, CHANGE OR RENEWAL OF A MINIMUM SAFE MANNING CERTIFICATE

*All ships registered in St. Kitts & Nevis of 24m length and above and all passenger ships of any size are required to carry to Minimum Safe Manning Certificate. Applicants should pay attention to the Minimum Safe Manning Guidelines for Certification (MM1) attached to this Form*

VESSEL DETAILS		
Name of Vessel	IMO or CaribShip* Number (*where applicable)	Official Number (if assigned)
		<b>SKN</b>
Type of Vessel	Total Main Engine Power (kW)	Intended GMDSS Sea Areas in which the ship will sail (for ships over 300GT)
Gross Tonnage	Length (as per Tonnage Certificate)(m)	Unattended Machinery Space (UMS)
ITC		YES <input type="checkbox"/> NO <input type="checkbox"/>
National		
Trading Area: <input type="checkbox"/> UNRESTRICTED <input type="checkbox"/> RESTRICTED (if restricted give details, including any conditions imposed by Class on the sailing area/sea conditions. In such instance, a copy of the Class Certificate showing the restrictions should be attached)		

Details of Operating Company	
Full Name of Company :	
IMO Company Number	

PROPOSED MINIMUM COMPLEMENT					
DECK			ENGINE		
Rank	STCW reg.	No.	Rank	STCW reg.	No.
MASTER		1	CHIEF ENGINEER		1
CHIEF MATE			SECOND ENGINEER		
OFFICER IN CHARGE OF WATCH (OOW)			OFFICER IN CHARGE OF WATCH (OOW)		
DECK WATCH RATING			ENGINE WATCH RATING		
ABLE SEAFARER - DECK			ABLE SEAFARER - ENGINE		
			ELECTRO-TECHNICAL OFFICER		
OTHERS			ELECTRO-TECHNICAL RATING		

*The person signing this application confirms that he/she is either the Owner or in the case of a Company, a duly authorised officer of that Company, or is the Owner's agent. In the case of an Owner's agent, the Registrar may ask for a written testimony giving such authority.*

Signature of Applicant \_\_\_\_\_

Print Name \_\_\_\_\_

Date of Application \_\_\_\_\_

Title \_\_\_\_\_

**IMPORTANT NOTE – WHEN A CHANGE OR RENEWAL OF THE MINIMUM SAFE MANNING CERTIFICATE IS REQUIRED A CURRENT CREW LIST FOR THE SHIP MUST BE SUBMITTED**

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## MINIMUM SAFE MANNING GUIDELINES FOR CERTIFICATION

### *as prescribed under the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers - STCW 95*

The below tables are the guidelines employed by the St. Kitts and Nevis International Ship Registry (SKANReg) for determining Minimum Safe Manning for SKAN-flagged vessels.

We have provided these guidelines for reference only. Final acceptance of the minimum safe manning level proposed by the Owner/Company is made by the office of International Registrar of Shipping and Seamen, based on the ship specific type, trading area and other considerations, and may differ from the details outlined below.

It is the responsibility of the Owners and Master to ensure compliance with the provisions of the STCW Convention, in particular Regulations VIII/1 and VIII/2 and Sections A-VIII/1 and A-VIII/2 regarding Fitness for Duty and Watchkeeping and Rest Periods arrangement and principles to be observed.

#### DECK DEPARTMENT: Vessels Greater Than 500 Gross Tonnage

	500–999GT				1000–2999GT				3000–9999GT				Over 10000GT				Over 250 passengers			
	Restricted voyages		Unrestricted voyages		Restricted voyages		Unrestricted voyages		Restricted voyages		Unrestricted voyages		Restricted voyages		Unrestricted voyages		Restricted voyages		Unrestricted voyages	
	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade
Master	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2
Chief Mate	0		1	II/2	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2	1	II/2
OOW	1*	II/1	0*		0*		1	II/1	0*		1	II/1	1*	II/1	2	II/1	1	II/1	2	II/1
Watch Rating	2	II/4	2	II/4	2	II/4	3	II/4	3	II/4	3	II/4	2	II/4	3	II/4	3	II/4	3	II/4
Able Seafarer - Deck	0		0		0		0		0		1	II/5	2	II/5	2	II/5	3	II/5	3	II/5
<b>TOTAL</b>	<b>4</b>		<b>4</b>		<b>4</b>		<b>6</b>		<b>5</b>		<b>7</b>		<b>7</b>		<b>9</b>		<b>9</b>		<b>10</b>	

\*Flag Administration may review vessel's trade and traffic area and vessel type and may request one (1) OOW be added.

**OOW** – Officer in charge of Watch

**Watch Rating** – Ratings forming part of a Navigational Watch certified under STCW reg. A-II/4

**Doctor** – Ships carrying more than 100 persons engaged on international voyages shall carry a doctor

**Restricted Voyages:** These areas may be considered as Restricted Areas:

1. All voyages which do not exceed 48 hours between ports of call;
2. Voyages within 100 nm from the nearest shore;
3. Enclosed areas, which may include, but are not limited to:

- Mediterranean Sea
- Red Sea
- Black Sea
- North Sea
- Baltic Sea
- Caribbean (restricted areas I, II and/or III, as defined in CCSS Code)
- Caspian Sea
- Azov Sea
- Gulf of Aden
- Persian Gulf

NOTE: In the above cases the geographical limits of the above sea areas may be defined in more detail by SKANReg

4. The Administration will take into consideration additional restricted trade areas submitted by the owner/operator.

**Unrestricted Voyages:** Unrestricted International Voyages

#### GMDSS: ships over 300GT

Vessels equipped with **Radio Installations** for the following GMDSS sea areas shall carry the following number of certified Radio Personnel:

- Area A1 – at least one officer with Restricted Operator Certificate (ROC)\*
- Area A2 – at least one officer with General Operator Certificate (GOC)\* or one dedicated radio officer with GOC
- Areas A3 or A4 – at least two officers with GOC\* or one dedicated radio officer with GOC

\* may be the Master or other deck officer.

Passenger ships carrying up to 250 passengers shall follow the tables for cargo ships of the same size.

#### INTERNATIONAL SHIP & PORT SECURITY (ISPS) CODE – SHIP SECURITY OFFICERS

All ship security officers and deputy security officers on board St. Kitts and Nevis flagged vessels to which the ISPS Code applies shall have a certificate issued by an administration whose certificates are recognised by St Kitts and Nevis, in accordance with regulation VI/5 of STCW 78 as amended. Recognised administrations are those on the STCW whitelist.

**DECK DEPARTMENT: Vessels Less Than 500 Gross Tonnage**

	1 – 99 GT				100 – 499 GT			
	Up to 100 NM from nearest shore		More than 100 NM from nearest shore		Up to 100 NM from nearest shore		More than 100 NM from nearest shore	
	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade
Master	1**	II/3	1	II/3	1	II/3	1	II/3
Chief Mate	0		0		0		0	
OOW	0		1**	II/3	1	II/3	1	II/3
Watch Rating	1	IV/4	0	II/4	1	IV/4	2	IV/4
Able Seafarer Deck	0		0			II/5	1	II/5
<b>TOTAL</b>	<b>2</b>		<b>2</b>		<b>3</b>		<b>5</b>	

\*\* On ships below 24m in length trading in the Caribbean Trading Area this may be a holder of Boat Master Licence, Grade 1 under SCV Code reg. IX/3

Vessels less than 500GT but more than 300 GT equipped with GMDSS *Radio Installations* shall carry the number of certified Radio Personnel as indicated previously.

Vessels less than 300 GT operating in the following trading areas shall carry following number of certified Radio Personnel, who may be the Master or other deck officers:

- Up to 20 NM from shore – at least one Radiotelephone Restricted Operator (VHF)
- Over 20 NM from shore – at least one Radiotelephone General Operator (VHF/HF/MF)

**ENGINE DEPARTMENT**

	Less than 750 kW				750 – 2999 kW				3000 kW or more			
	Restricted voyages		Unrestricted voyages		Restricted voyages		Unrestricted voyages		Restricted voyages		Unrestricted voyages	
	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade	Nbr	STCW Grade
Chief Engineer	1**	III/1	1**	III/1	1	III/3	1	III/3	1	III/2	1	III/2
Second Engineer	0		0		0***		1*	III/3	1	III/2	1	III/2
OOW	1*	III/1	1*	III/1	1*	III/1	0***		0***		1*	III/1
Watch Rating	0^	III/4	0^	III/4	1^	III/4	2*^	III/4	2*^	III/4	2*^	III/4
Able Seafarer - Engine	0		0		0		0		1	III/5	1	III/5
<b>TOTAL</b>	<b>2</b>		<b>2</b>		<b>3</b>		<b>4</b>		<b>5</b>		<b>6</b>	

\* Manning may be reduced by this rank if vessel is classed with UMS

\*\* The Chief Engineer position required for vessels < 750 kW may be covered as a minimum by an OOW certified under STCW III/1

\*\*\* Flag Administration may review vessel's trade and traffic area and vessel type and may request one (1) additional Second Engineer or OOW

^ Tankers of 1000 GT or more shall add one additional Watch Rating

**Watch Rating** – Rating forming part of an Engine Room Watch or designated to perform duties in a periodically unmanned engine room and certified under STCW reg. A-III/4

**ENGINE DEPARTMENT: Vessels less than 24 m length trading in the Caribbean Trading Area**

	Protected Waters	Coastal Waters	Exposed Waters
Boat Engineer Grade 1	0	0	1
Boat Engineer Grade 2	0*	1	1
No licence	1*	1	0
<b>TOTAL</b>	<b>1</b>	<b>2</b>	<b>2</b>

\* If engine power is 350 kW or more the Administration may require that Engineer holds a Boat Engineer Grade 2 licence under SCV reg. IX/3

**Protected Waters** – an area of sheltered waters presenting no special hazards such as most rivers, harbours and lakes, designated by the Administration for the operation of small vessels and where not so designated means an area not more than 3 miles from a safe haven.

**Coastal Waters** – an area designated as such by the Administration and where this is not so designated it means an area not more than 20 miles from a safe refuge.

**Exposed Waters** – any waters that are more than 20 nautical miles from a harbour or safe refuge, or those waters which are less than 20 nautical miles from a harbour or safe refuge and which are not designated coastal or protected waters.

**Caribbean Trading Area** is the area bounded by the east coasts of North, Central and South America; and a line from the east coast of the United States in latitude 32° 30'N to a point 20°N: 60°W, thence to a point 10°N : 50°W, and thence south to the coast of South America.

**ELECTRO-TECHNICAL DEPARTMENT: All ships**

St. Kitts & Nevis ships should carry sufficient Electro-Technical Officers (STCW Regulation III/6) and Electro-Technical ratings (STCW Regulation III/7) to:

- 1) operate the ship's electrical and electronic equipment; and
- 2) maintain the safety of the ship's electrical and electronic systems;

**COOKS – MLC 2006 provisions apply**

St. Kitts & Nevis ships should carry a cook who is qualified according to the maritime Labour Convention, Regulation 3.2, Standard A3.2. For a prescribed manning of less than 10, this requirement may be waived by the Registrar if there is a suitable alternative arrangement.