



ZANZIBAR MARITIME AUTHORITY

Circular No. FSI/01/2019

8 March, 2019

TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND RECOGNIZED ORGANIZATIONS OF TANZANIA ZANZIBAR SHIPS

SUBJECT: PROCEDURES FOR APPLICATION OF MINIMUM SAFEMANNING DOCUMENT

1. The Minimum Safe Manning Document is issued to comply with requirement of regulation V/14 of the SOLAS Convention of 1974, as amended and to meet the to ensure the safe operation of ships to which article III of the 1978 STCW Convention, as amended, applies, and the security of ships to which chapter XI-2 of the 1974 SOLAS Convention, as amended, applies, and in general for the protection of the marine environment
2. Zanzibar Maritime Authority (ZMA) requires the company responsible for the operation of the ship to prepare and submit its proposal for the minimum safe manning of a ship in accordance with attached form RLV 102/17A. This form can be downloaded through ZMA website (www.zma.go.tz)
3. In preparing a proposal for the minimum safe manning of a ship, the company should apply the principles, recommendations and guidelines contained in the IMO Assembly resolution A.1047(27) and should be required to:
 - i. make an assessment of the tasks, duties and responsibilities of the ship's complement required for its safe operation, for its security, for protection of the marine environment, and for dealing with emergency situations;
 - ii. ensure that fitness for duty provisions and record of hours are implemented;
 - iii. make an assessment of numbers and grades/capacities in the ship's complement required for its safe operation, for its security, for protection of the marine environment, and for dealing with emergency situations;

- iv. prepare and submit to the ZMA a proposal for the minimum safe manning based upon the assessment of the numbers and grades/capacities in the ship's complement required for its safe operation, for its security and for protection of the marine environment, justifying the proposal by explaining how the proposed ship's complement will deal with emergency situations, including the evacuation of passengers, where necessary;
- v. ensure that the minimum safe manning is adequate at all times and in all respects, including meeting peak workload situations, conditions and requirements, and is in accordance with the principles, recommendations and guidelines contained in this resolution;and
- vi. prepare and submit to the ZMA a new proposal for the minimum safe manning of a ship in the case of changes in trading area(s), construction, machinery, equipment, operation and maintenance or management of the ship, which may affect the safe manning.

This Circular is issued and effective from 8 March, 2019

For more information, please contact ;

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