

Zanzibar Maritime Authority

Standard Operating Procedure for reporting and disseminating information regarding Marine Casualty and Incidence

1. Purpose

The purpose of this procedure is to provide guidance on how information relating to marine casualty and incidence are reported and disseminated to the key institutions.

2. Authority

The procedure is based on the authorities granted under the Maritime Transport Act, No.5 of 2006

3. Background

Marine casualty causes loss of life, loss of ship and marine pollution. Impact of marine casualty is mitigated by timely and accurate reports identifying the circumstances and causes of marine casualty. The Procedure puts in place mechanism on reporting and disseminating of information relating to marine casualty.

4. Scope

The procedure is applicable to ZMA, Master of ship, Ship Manager/Owner, Harbour Master, KMKM. TPDF Navy Command, MRCC, Fire Brigade and Rescue Service, Police Marine, Zanzibar Disaster Management Commission and community

The procedure shall come into effect on the date of approval of the Board.

5. Responsibility

- 5.1** The Director General (DG) of Zanzibar Maritime Authority (ZMA) is overall responsible for the development, implementation, maintenance and continuous improvement of this procedure.
- 5.2** The Head of Safety and Security (HSS) is responsible for ensuring the implementation and promotion of this procedure.
- 5.3** The officer in-charge for the implementation of this procedure is Head Marine Casualty Investigation (HMCI) whose address is:

Head Marine Casualty Investigation
P.O.BOX 401
Zanzibar
Tanzania
Mizingani Road opposite Zanzibar Ports Corporation
Phone No: +255242236795
info@zma.go.tz

6. Procedure for reporting and disseminating of information

Activities

- a) Report initial information of marine casualty to Zanzibar Maritime Authority Communication Centre (ZMACC)

Responsible person

ZMA, Master of ship, Ship Manager/Owner, Harbour Master, KMKM, TPDF Navy Command, MRCC, Fire Brigade and Rescue Service, Police Marine and others

- b) Disseminate marine casualty information to stakeholders such as ZMA, Master, Ship Manager/Owner, Harbour Master of ship, KMKM, TPDF Navy Command, MRCC, Fire and Rescue Service, Police Marine, Zanzibar Disaster Management Commission (ZDMC), ZEMA Private Rescue Association.

Responsible person

ZMACC,

- c) Inform Flag State in case the casualty involved foreign flagged ships

Responsible person

Registrar of ships

- d) Nominating Surveyor to carryout preliminary inquiry

Responsible person

Registrar of Ships

- e) Forming reporting team comprised of DSS, KMKM, ZEMA, ZDMC.

Responsible person

Registrar of Ships

- f) Monitor and report progress in casualty response to DG on daily basis or lesser interval

Responsible person

Reporting Team

- g) Coordinates and sends casualty response progressive to stakeholders such as Ministry responsible for Maritime Affairs (Ministry), KMKM, MRCC, Zanzibar Port Corporation

(ZPC), Ship Owner/ Chatterer, Protection and Indemnity Club (P&I), Oil Company

Responsible person

Director General of ZMA

7. Procedures taken in special circumstances on responding casualty

7.1 Grounding /Stranding/Collision

- a) Mobilize Emergency Towing Ship (ETV) in case company is not able to arrange Salvage (if required).
- b) Issue navigational warnings on the site of the wreck
- c) Coordinate with ZPC and other Agencies
- d) Coordinate with RO for assessing the structural integrity, strength and stability of the ship.

7.2 Oil /Chemical Pollution

- a) Notify the Ships involved in the casualty as per Maritime Transport Act of 2016 (Marine Pollution) Regulation.
- b) Co-ordinate with Ship Owners to arrange ships for transfer of Oil/Chemical.
- c) Report the Incidents to the Flag State of the Ship and the neighboring coastal State which is likely to be affected.
- d) Advise KMKM, ZEMA and MRCC on incidence.
- e) Take Administrative and Legal action for processing the Claims against damages/cost incurred by KMKM, ZEMA, Persons, Ports, and other agencies.
- f) Advise concerned agencies to collect the evidences for the purpose of claims against the Polluting ships.

7.3 Oil/Chemical pollution during the marine casualty to advise concerned affected parties:

- a) To take measure for Mitigating the Pollution and its effects
- b) To deal with the evidences for the purpose of raising claims on account of damages and initiating legal action against the Polluter.
- c) To inform intergovernmental agencies such as IOPC fund etc.

7.4 Flooding or Breach of Hull

- a) Deploy Salvage ships for assisting the ship to take it to a safe Place of Refuge in case company is not able to arrange salvage.
- b) Inform ship crew to check the cargo Holds/ tanks for water leaks and inform these figures from Ship on an hourly basis to Crisis Management Team.
- c) Instruct ZMACC to Issue Navigational warnings about the site of casualty.
- d) Co-ordinate with R.O for assessing the structural integrity, strength and stability of the ship/s involved.

7.5 Fire Onboard

- a) Instruct other ships having Fire Fighting System to assist the ship to Fight Fire Onboard.
- b) Inform the ship crew to ascertain whether the fire has been extinguished and hourly reporting to be made to the Crisis Management Team.
- c) Instruct ZMACC to Issue Navigational warnings about the site of casualty.

7.6 Death Onboard or Man overboard:

- a) Appoint surveyor to conduct preliminary enquiry.
- b) Conduct a casualty investigation as per their National Laws, if the death of a Tanzanian has happened outside our Jurisdiction (on a foreign ship or foreign Port).
- c) Conducting a fact- finding Inquiry to the concerned Tanzania Consular Officer at Tanzania Embassy/Mission at the next port of call of the ship, in cases where the accident has taken place on the high seas and preliminary inquiry has not been ordered.
- d) Instruct the DDG (crew) to liaise with the Recruitment and Placement agencies to get regular updates of the incident and help in informing Next of Kin.

7.7 Reporting Team

- a) Reports to the Registrar of Ships
- b) Gives technical assistance and provide information during the Marine Casualty.
- c) Provides advice relating to the safety, structural integrity, strength and stability of the ship(s) involved in Marine casualties.
- d) Co-coordinates and advice regarding the extent of the damages and any necessary steps to prevent further impact to the ship, its crew and the marine environment.
- e) Coordinates with external agencies for disseminating and receipt of information from these agencies. (KMKM, TPDF Navy Command, Police Marine, Fire Brigade and Rescue Services, MRCC, Salvage Teams, Zanzibar Port Corporation and Disaster Management Commission.
- f) Giving regular updates and receives any instructions to the Registrar of Ships

a) Co-coordinating and giving updates to the Ministry under the directions of the Registrar of Ships.

8. Head of ZMA PEMBA BRANCH

- 8.1 Report to the Registrar of Ships
- 8.2 Informing ZMACC details of any incidence occurred in Pemba.
- 8.3 Verifying the information of incidence and do a preliminary inspection of ship site.
- 8.4 Liaise with the HMCI and Reporting Team in relation incidence.
- 8.5 Advising the KMKM, and MRCC on pollution related matters.

9. Date for Review

This procedure shall be reviewed every year following its approval by Board of Directors of ZMA.

10. Related Documents

- 10.1 Casualty investigation Code /IMO Resolution A.849(20)
- 10.2 MARPOL Convention 73/78
- 10.3 Maritime Transport Act, 5 of 2006
- 10.4 Zanzibar Disaster Risk Reduction and management Act, 2014

11. Definitions

- 11.1 Zanzibar Disaster Management Commission means a commission responsible for coordinating disaster risk reduction and management in Zanzibar
- 11.2 Reporting Team means a team formed by the Registrar of Ships to provide technical assistance on marine casualty.

11.3 **Head Marine Casualty Investigation (HMCI)** means a person in charge for marine casualties.

Approved by the Board of Director of ZMA on this
day of2019

Signature.....

Signature.....

Chairman BoD of ZMA

DG of ZMA