



barbados maritime

INFORMATION BULLETIN No. 228  
Update to Bulletin No.203 Annex 2

Please be advised that Annex 2 to Bulletin 203 has been revised and is reproduced here for your information.

Please ensure you download the correct revision of the DMLC Part II which comprises Annex 2 before submitting completed document to the Barbados Ships' Registry.

*23 October 2014*



## ANNEX 2

### Maritime Labour Convention 2006

#### Declaration of Maritime Labour Compliance Part II

*Measures adopted to ensure on-going compliance between inspections.*

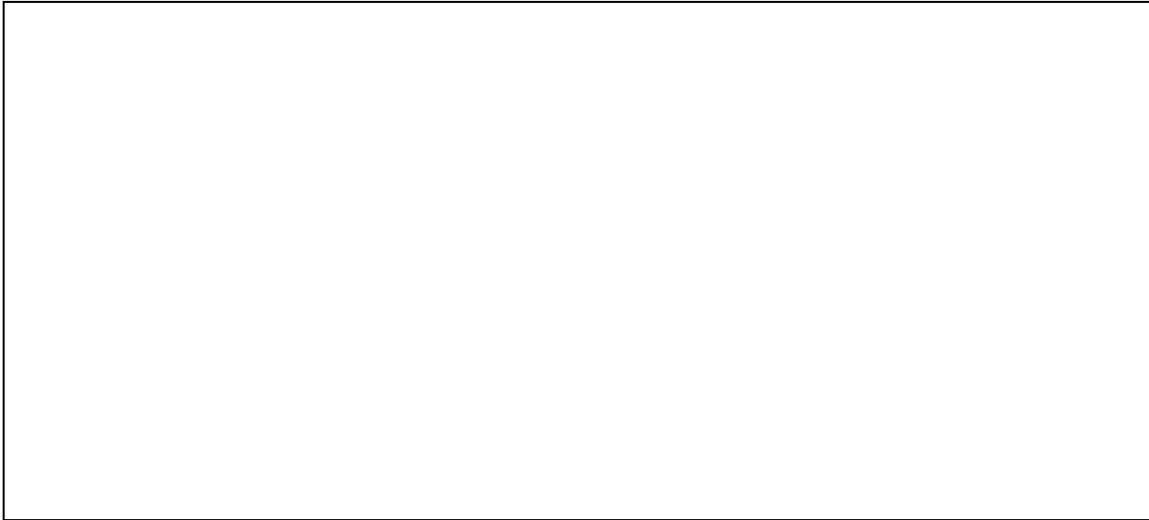
The following measures have been drawn up by the ship owner<sup>1</sup> named in the Maritime Labour Certificate to which this Declaration is attached, to ensure initial and ongoing compliance:

SHIP'S NAME ..... IMO NO.....

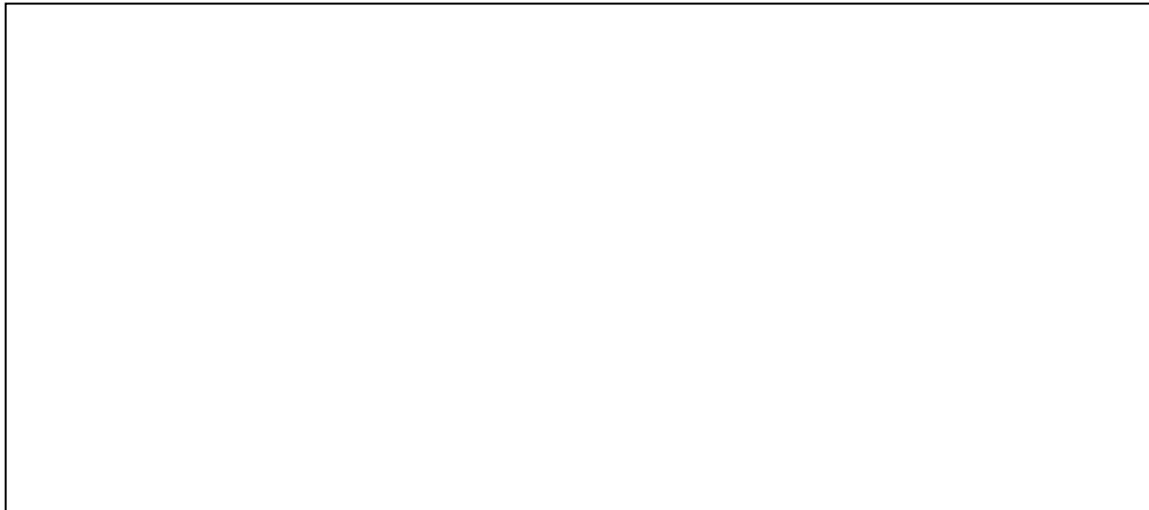
**1. Minimum age (regulation 1.1)**

**2. Medical certification (regulation 1.2)**

**3. Qualifications of seafarers (regulation 1.3)**

A large, empty rectangular box with a thin black border, intended for providing details on the qualifications of seafarers as per regulation 1.3.

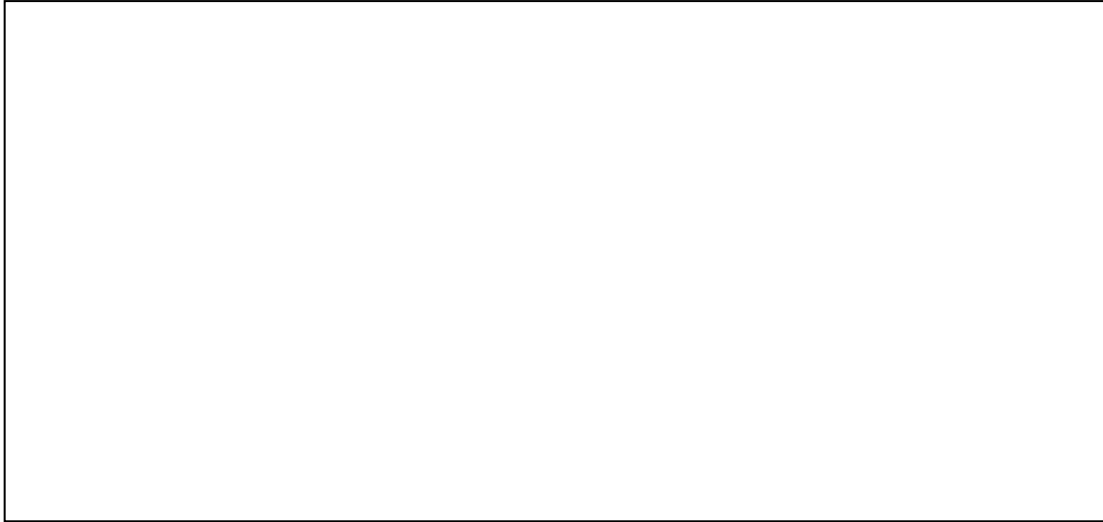
**4. Seafarer' employment agreements (regulation 2.1)**

A large, empty rectangular box with a thin black border, intended for providing details on seafarer employment agreements as per regulation 2.1.

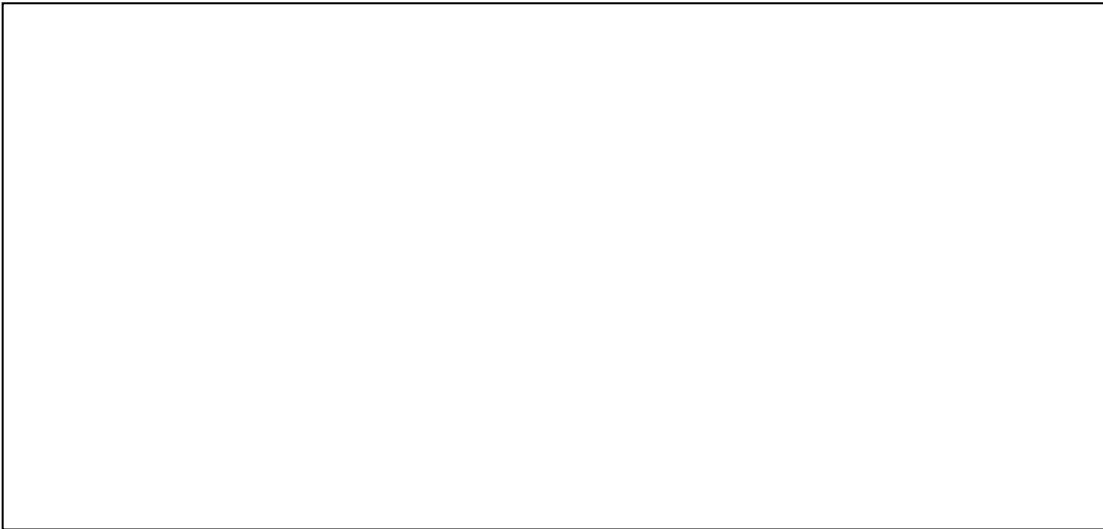
**5. Use of any licensed or certified or regulated private recruitment and placement service (regulation 1.4)**

A large, empty rectangular box with a thin black border, intended for providing details on the use of private recruitment and placement services as per regulation 1.4.

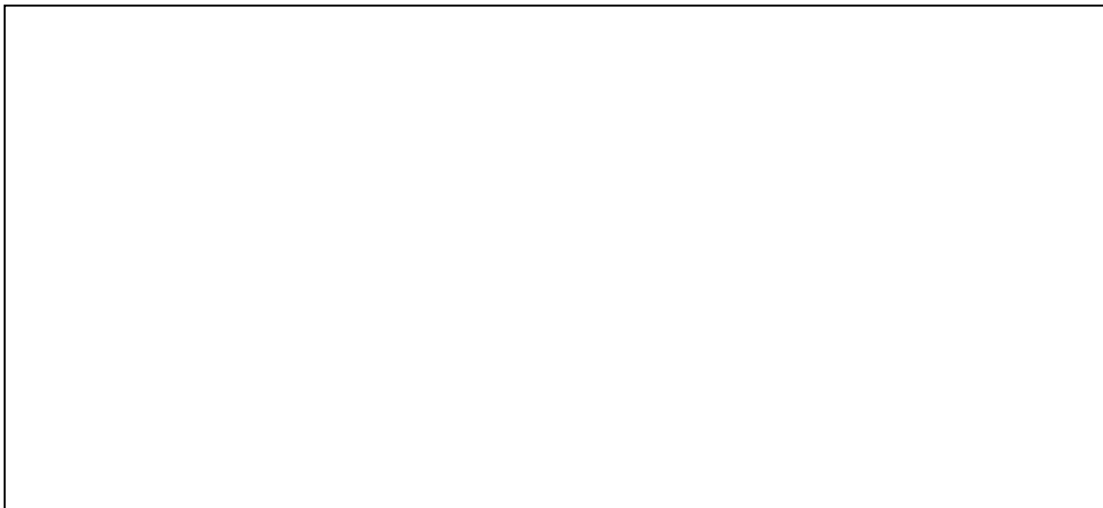
**6. Hours of Rest (regulation 2.3)**

A large, empty rectangular box with a thin black border, intended for providing details on the hours of rest for the vessel.

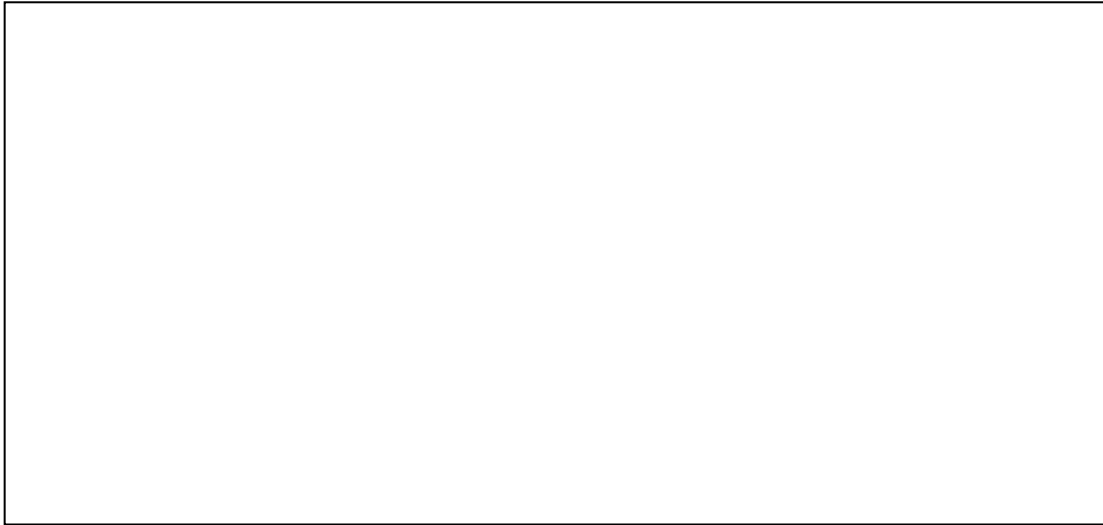
**7. Manning levels of the ship (regulation 2.3)**

A large, empty rectangular box with a thin black border, intended for providing details on the manning levels of the ship.

**8. Accommodation (regulation 3.1)**

A large, empty rectangular box with a thin black border, intended for providing details on the accommodation facilities.

**9. On-board recreational facilities (regulation 3.1)**

A large, empty rectangular box with a thin black border, intended for providing details about on-board recreational facilities.

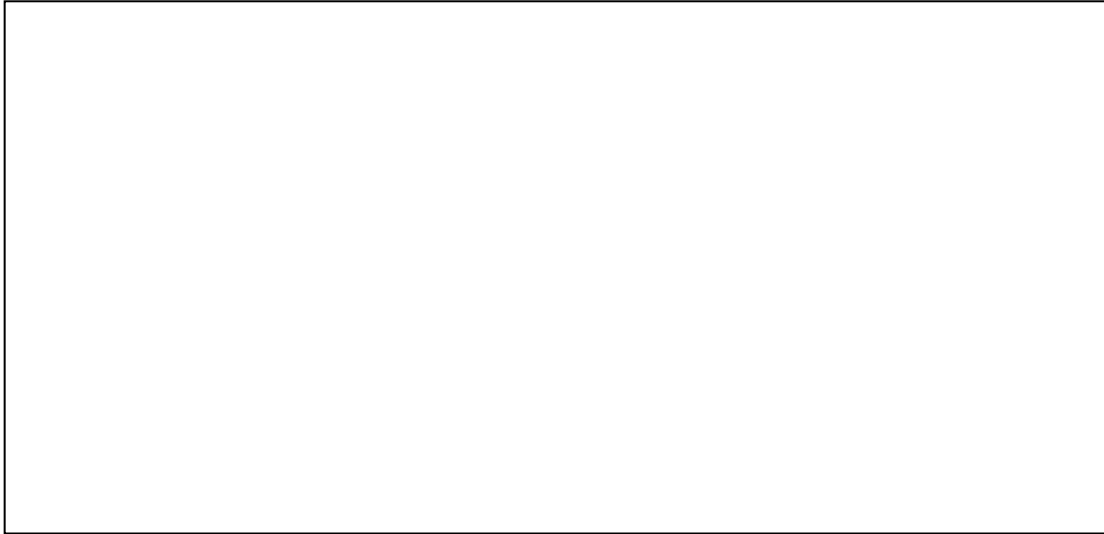
**10. Food and catering (regulation 3.2)**

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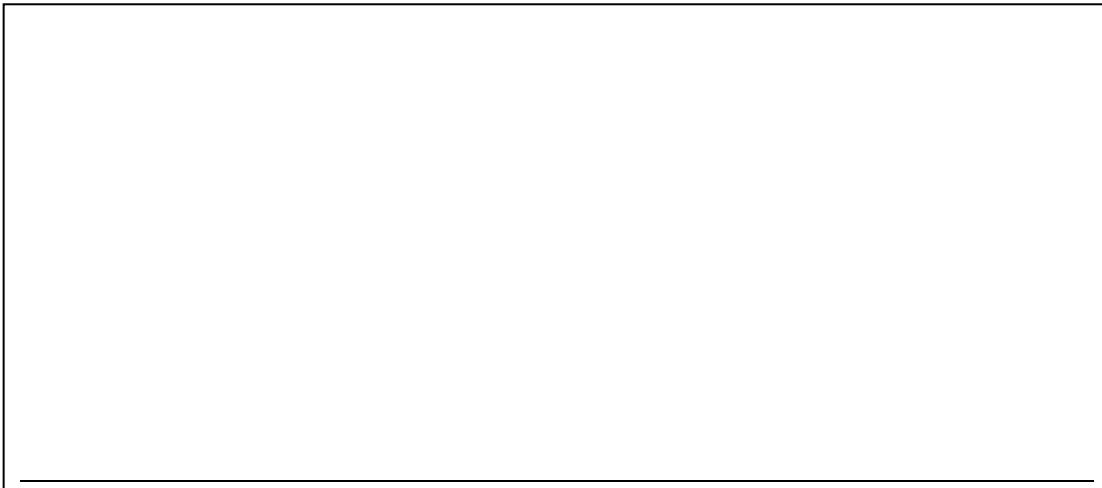
**11. Health and safety and accident reporting (regulation 4.3)**

A large, empty rectangular box with a thin black border, intended for providing details about health and safety and accident reporting procedures.

**12. On-board medical care (regulation 4.1)**

A large, empty rectangular box with a thin black border, intended for providing details on on-board medical care.

**13. On-board complaint procedures (regulation 5.1.5)**

A large, empty rectangular box with a thin black border, intended for providing details on on-board complaint procedures.

**14. Payment of wages (regulation 2.2)**

A large, empty rectangular box with a thin black border, intended for providing details on payment of wages.

<sup>1</sup> *Company means the owner of the ship or another organisation or person, such as the manager, agent or bareboat charterer who has assumed responsibility for the operation of the ship from the owner and who, on assuming such responsibility, has agreed to take over the duties and responsibilities imposed on ship owners in accordance with this Convention, regardless of whether any other organisations or persons fulfil certain duties or responsibilities on behalf of the ship owner. See Article II(1)(j) of the Convention*

**I hereby certify that the above measures have been drawn up to ensure initial and ongoing compliance with the requirements listed in Part I.**

Name of authorised signatory .....

Company

Title .....

Signature of the authorised signatory

.....

Date (stamp or seal of the ship owner<sup>1</sup>)

RETURN COMPLETED FORM TO BARBADOS SHIPS' REGISTRY

**The above measures have been reviewed by Barbados Maritime Administration or its Recognised Organisation and following inspection of the ship, have been determined as meeting the purposes set out under Standard A5.1.3 paragraph 10(b) regarding measures to ensure initial and ongoing compliance with the requirements set out in Part I of this Declaration.**

Name .....

Title.....

Signature .....

Date .....

Place: LONDON

Address: Barbados Maritime Ship Registry

c/o Barbados High Commission

1 Great Russell Street, London WC1B 3ND

## GUIDELINES

- The above template should be developed by the owner /operator in accordance with their particular requirements and the following guidelines.
- Those items shown in red represent either new or pre-existing Barbados requirements which are not mandated within the MLC Convention.

### 1. Minimum Age (regulation 1.1)

*1.1 Under age persons are not allowed to work on a ship. How do you ensure that no under age persons (16 years of age) work on your ship?*

*1.2 Night work is prohibited for seafarers under the age 18. How do you ensure that no persons under the age of 18 work at night?*

*1.3 Seafarers under the age of 18 are not allowed to perform work likely to jeopardise their health or safety. How do you ensure this is done?*

### 2. Medical certification (regulation 1.2)

*2.1 All seafarers need a valid STCW compliant certificate for medical fitness (maximum 2 years years or in the case where the seafarer is under 18 or over 65 where the validity is 1 year). Medical certificates must be:*

- *issued in accordance with the requirements of STCW; or*
- *meet the substance of STCW requirements for seafarers not covered by STCW; or*
- *issued in accordance with the ILO 73; or*
- *issued in accordance with MLC 2006 and following the ILO/ WHO Guidelines for Conducting Pre-sea and Periodic Medical Fitness Examinations for Seafarers*

*2.1 How do you ensure that all seafarers on your vessel have a valid certificate for medical fitness?*

### 3. Qualifications of seafarers (regulation 1.3)

*The Master is responsible for the ship being manned in accordance with the Minimum Safe Manning Document and for all seafarers being in possession of the appropriate training certificates and STCW qualifications for the duties they are to perform on board.*

*3.1 All seafarers need to be trained and qualified to perform their assigned duties. How do you ensure this?*

*3.2 All certificates of competency and other certificates should be valid. How do ensure this?*

*3.3 All seafarers should have received training before departure from port. How do you ensure this?*

### 4. Seafarer' employment agreements (regulation 2.1)

*Barbados Ships Articles shall be signed by crew on joining and leaving the vessel. The Ship's Articles shall be closed periodically, at least every 12 months, with new Articles being opened.*

*Maximum periods of contractual employment on board:*

*For officers -9 months*

*For crew -12 months*

*For trainees / apprentices /cadets -6 months*

*4.1 Do you have a signed SEA for all your seafarers containing at least all the particulars contained in the requirement?*

*4.2 Are the terms and conditions of the SEA in compliance with the standards of the code?*



4.3 Do you issue the original SEA to the seafarer, keep an original in the office and a copy on board as required by MLC?

4.4 Do the seafarers have the opportunity to review and seek advice on the terms and conditions of the SEA before signing?

**5. Use of any licensed or certified or regulated private recruitment and placement service (regulation 1.4)**

Barbados has no seafarer recruiting agencies currently.

Where recruitment is carried out using agencies which are located in Countries that have ratified this Convention the Agency shall have been registered by that Country's Administration confirming MLC06 compliance.

Where recruitment is carried out using Agencies which are located in Countries which have not ratified this Convention the standard employment contract to be used is to be reviewed and confirmed by Barbados Maritime Administration meeting the requirements of this Convention.

5.1. How do you ensure that recruitment/placement and travel to and from the ship is free of charge to the seafarer?

5.2 If you use a recruitment and placement service, how do you ensure that it complies with requirements of MLC?

**6. Hours of Rest (regulation 2.3)**

The company's Safety Management System shall incorporate the STCW 95, 10 hours rest in any 24 hour period with the Manila Amendment, minimum of 77 hours rest in any 7 day period with safety related exceptions.

Trainees / Apprentices / Cadets where carried are to be restricted to a maximum of 40 hours per week, day work only, per week with safety related exceptions.

6.1 How are rest and working hour regulations recorded on your vessel?

6.2 Is a table of shipboard working arrangements displayed in an easily accessible place?

6.3 How is an up to date signed copy of their work and rest hours provided to the seafarers?

6.4 What measures are taken to minimise disturbance of rest periods?

**7. Manning levels of the ship (regulation 2.3)**

7.1 Is your ship manned in accordance with the Minimum Safe Manning Document and does this take into account the need to avoid excessive working hours and fatigue?

**8. Accommodation (regulation 3.1)**

Vessel with keel laying dates on or before the date of this Convention coming into force shall be not be bound to the requirements under this Convention but shall provide minimum accommodation standards in accordance with Barbados Maritime Administration and ILO requirements.

8.1 Are regular maintenance and inspections carried out to the crew accommodation and recorded under the authority of the Master?

**9. On-board recreational facilities (regulation 3.1)**

Communal recreational amenities are provided to the vessel in accordance with the ship's type of service and its size according to BMSR requirement. As a minimum it is expected that the vessel shall have in a communal

room a television and a DVD player with a library of DVD titles. In addition a library of books is to be provided.  
*Periodic exchanges of the ship's DVD and book library will be arranged by the Company*

9.1 Are recreational facilities maintained and reviewed regularly?

#### **10. Food and catering (regulation 3.2)**

Where Ship's Cook is carried he/she will be in possession of a Ship's Cook qualification.

Qualifications for Ship's cooks shall be issued by an Administration whose Government has ratified ILO Convention No 69. Certification of Ship's Cooks Convention 1946 or

A certificate confirming an equivalent level of knowledge issued by an approved body recognised by Barbados.

Where vessels have less than 10 crew, a qualified Cook is not required. In such cases the person or persons who are preparing meals shall have been trained in personal hygiene, food preparation and its storing.

10.1 Do all seafarers on board your ship have access to good quality food and drinking water free of charge and in consideration of different cultural and religious backgrounds?

10.2 What arrangements are in place for the regular inspections of the supplies of food and drinking water, food storage and preparation areas including the galley and any equipment used in food preparation?

#### **11. Health and safety and accident reporting (regulation 4.3)**

Risk assessment procedures are according to the requirement in the ISM code.

11.1 Are occupational safety and health programmes promoted on board?

11.2 Are there instructions to seafarers on the danger of prolonged exposure to high noise levels and vibration and the proper use of personal protective equipment (PPE)?

11.3 Is there a safety committee on board and does the number of seafarers on that committee match MLC requirements?

#### **12. On-board medical care (regulation 4.1)**

Under the terms of the employment contract seafarers shall be provided medical treatments at the company's expense. On board medications and treatments are carried on the ship complying with UK's MSN 1768. These medical supplies (for which a Dispensary Certificate will be issued and displayed) are to be inspected annually by a registered pharmacist.

For vessels carrying 100 or more persons on board and engaged on regular international voyages lasting more than 3 days regularly a doctor is to be carried.

12.1 How do you ensure that medical and essential dental care is free of charge to the seafarers on board and ashore?

12.2 How is the medical chest on board maintained and is there a current medical guide on board?

12.3 At least one seafarer with qualifications following STCW standards is in charge of medical care on board. How is medical care ensured on your ship?

12.4 What procedures are in place to provide access to radio medical advice?

#### **13. On-board complaint procedures (regulation 5.1.5)**

A Company complaints procedure is provided on board and is referenced in the seafarer's contract and in the ship's SMS.

Seafarers shall be allowed to voice their grievances with the Master. If no resolution can be found on board the matter shall be forwarded to the Company and then the Flag State for arbitration.

13.1 How is it ensured that every seafarer receives a copy of the on board complaints procedure?

13.2 How is it ensured that impartial advice is available to all seafarers in case of a complaint?

13.3 Does your complaints procedure include the need for resolving a complaint at a low level and for direct complaint to the Master if necessary?

#### **14. Payment of wages (regulation 2.2)**

Wages are to be paid monthly to the seafarers and transmitted to an account advised by the seafarer.

The seafarer shall receive a monthly account of the payments due and the amounts paid.

14.1 Are wages paid monthly at least?

14.2 Is a wage account for each payment of wages handed over to the seafarer (who should sign a receipt for all payments).

14.3 What procedures are in place to transmit part of their wages to family, relations or others?

14.4 How is the requirement ensured for official rates of exchange to be used when calculating wages?

14.5 Are prices for stores and services charged to seafarers on board fair and reasonable?