

Minimum safe crewing (manning) document (MSMD)



- ✓ Use this form to apply for a minimum safe crewing (manning) document.
- ✓ Please allow up to 28 days for your certificate to be issued.
- ✓ You must familiarise yourself with the relevant forms before completing this application. Please go to the form web page (link on right) for further info.

For more help, scan
the QR code or go to
[AMSA.gov.au/form93](https://amsa.gov.au/form93)



1 Registered owner details

Name of registered owner(s)

Name of operating company

Address

Street Suburb

State Postcode

2 Vessel details

Name of vessel		Type of vessel (purpose)	
Distinctive number or letters		IMO ship identification number	
Tonnage	Port of registry	Length	Accommodation berths available
Previously issued MSMD number		MSMD date of issue	
		/ / Day Month Year	

This application is for a vessel, including the master, that is registered/to be registered on the Australian International Shipping Register (AISR)

The vessel has Dynamic Positioning (DP) capability

Main engine details

Engine Type/Fuel Type	Number of engines	Total propulsion power
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Describe the propulsion system of the vessel
(number of propellers, azipods, water jets, etc.)

Total propulsion power

The vessel has periodically unattended machinery space (UMS)
You are required to provide a copy of class annotation of UMS with your application.

Safety Management

The vessel holds an ISM Safety Management Certificate (SMC)
You are required to provide a copy of the Document of Compliance (DOC) and SMC with your application.

The vessel is operating under one or more short-term exemption certificates
You are required to provide a copy of the SMC with your application.

2 Vessel details *(continued)*

Radio equipment

GMDSS equipment is fitted and operated

Specify type

Other VHF/HF/Inmarsat radio/communication equipment is fitted and operated:

3 Planned operations

Operations (tick all appropriate):

Unlimited

International Restricted

Australia Near Coastal

Australia Near Coastal restricted

Provide a brief description of the vessel's planned operations

Proposed crewing solution

Grade	Number	Qualification	Comments
Officers			
Master			
Chief mate			
Navigating officers			
Chief engineer			
1st engineer			
Engineer officers			
Ratings			
Deck ratings			
Engine room ratings			
Integrated ratings*			
Chief integrated rating			
Other			
Marine cook			

*Seafarers qualified as Integrated ratings can service on deck or in the engine room

Qualification is the minimum certificate of competency or other training needed to perform the duties of the position.

There may be Seafarers with higher level qualifications working at lower positions on board for this voyage.

3 Planned operations (continued)

Dates of proposed voyage

Voyage departure date Voyage end date
 / / / /
Day Month Year Day Month Year

Hours of work and rest

Intended work and rest patterns in port and at sea

Hours in port Hours at sea

4 Navigational and Engineering Watchkeeping arrangements

Describe how the proposed crewing arrangements maintain a safe bridge watch at sea, in accordance with Regulation VIII/2 of STCW

Please attach supporting documentation to your application, if applicable.

Are there any cargo/towing/anchor handling/other operations conducted on a routine basis that should be taking into consideration in this proposal?

Describe how administrative tasks for the safe operation and security of the ship will be undertaken, and by whom

How does the proposed engineer crewing arrangement maintain a safe engineering watch at sea in accordance with regulation VIII/2 of STCW, including maintaining general surveillance of main propulsion and auxiliary machinery?

Please attach supporting documentation to your application, if applicable.

Describe how the engine room watch rating duties will be covered?

Is maintenance performed by ship staff or shore staff or a combination of both?

4 Navigational and Engineering Watchkeeping arrangements (continued)

Who will assist in the event of breakdowns?

Does the proposed level of crewing allow for maintenance to be carried out by ships staff?

5 Emergency working arrangements

The proposed crewing arrangements allows for the following (tick all that apply):

- maintain the safety and security of all persons onboard ensuring all emergency equipment is properly maintained
- operate and maintain all watertight closing arrangements
- perform operations as appropriate to the muster list
- perform operations as appropriate to ensure protection of the marine environment
- provide for medical care onboard ship

Full names of people responsible for equipment maintenance

Describe the lifeboat and rescue boat launching systems

Describe how fire/damage control/LSA requirements are covered

For passenger vessels only: State how passengers are mustered and embarked onto survival craft within timeframes specified by SOLAS Chapter II-2

6 Onboard

There is a schedule for training (drills etc) to be conducted onboard

Provide details.

There is a documented process for the induction of crew

Provide details.

A certified ships cook will be carried (*Maritime Labour Convention, 2006*)

Provide details.

No cook will be carried

Specify how cooking duties will be covered.

7 Safety in port

Describe how the mooring operations are safely conducted with the proposed crewing arrangements

The vessel has a ship security plan

The security plan is achievable with the crewing level proposed in this document

Describe the security plan

8 Declaration

Relevant stakeholders have been consulted on the contents of this application

The information given by me in this application is true and correct in every detail

Fees can be charged to the person below:

Vessel owner/agent full name

Signature



Date

 / /
Day Month Year

9 Submit this form

I will include the following documentation with my application:

Certificate of Registration/completed Application for registration form (for new vessels only)

Shipboard working arrangement

Cargo Ship Safety Radio Certificate

Minimum Safe Crewing (Manning) Document previously issued by AMSA (if applicable)

Class annotation of unattended machinery space (UMS)

Document of Compliance (DOC) and Safety Management Certificate (SMC)

Details of proposed crewing arrangements to maintain a safe bridge watch at sea (if applicable)

Details of the proposed engineer crewing arrangement (if applicable)

You can submit this application by email to: RAVCrewing@amsa.gov.au

Warning: Giving false or misleading information is a serious criminal offence and may lead to prosecution. Submitting a form with data entry errors will significantly delay your application. Before you submit the form, please review the information entered on this form to ensure it is correct.

Personal information collection statement

The Australian Maritime Safety Authority (AMSA) is collecting the personal information on this form to process your application for a certificate of insurance in accordance with the *Protection of the Sea (Civil Liability for Bunker Oil Pollution Damage) Act 2008*. It will be used for purposes related to that application and treated in accordance with the Australian Privacy Principles. Failure to provide the information may result in the application not being processed. To contact us, or for more information on how to access or correct your personal information, how to make a privacy complaint, or how your information may be used or disclosed, visit AMSA's privacy policy at: amsa.gov.au/privacy