

Seafarer Minimum Safe Manning Application Form

Regarding the ship named _____ owned by our company and with gross tonnage of _____, the navigation area is the _____ route; we have attached the following documentation for your review and approval for the issuance of one Seafarer Minimum Safety Staffing Certificate for a total of seafarers (please see Attachment 8 for the staffing).

- ☐ 1. Copy of Certificate of Vessel's Nationality
- ☐ 2. Copy of Tonnage Certificate
- ☐ 3. Copy of Ship Inspection Certificate or Certificate of Classification
- ☐ 4. Copy of Radio Station License
- ☐ 5. Copy of Record of Equipment for Cargo Ship Safety (Form E) (which is supplemented to Cargo Ship Safety Equipment Certificate) (International Voyages)
- ☐ 6. Ship inspection record book (Domestic Routes)
- ☐ 7. Four-item deployment table (Plan for the navigational watch, moorings, lifesaving, firefighting, and damage control)
- ☐ 8. Ship Operation Manual (Passenger Ship, High-speed Craft)
- ☐ 9. Muster List (Passenger Ship)
- ☐ 10. Application Form

Shipping Administration Center of the _____ Department, Maritime and Port Bureau,
Ministry of Transportation and Communications

Shipping company : (Signature/seal)

Person in charge :

Address :

Telephone :

Date

Application Form

1. Ship information

Name of Ship	Port of Registry	Distinctive Number or Letters	IMO NO.	Gross Tonnage	Main Propulsion Power (KW)

2. Type of ship : ☐ cargo ship ☐ passenger ship(passenger and cargo ships) ☐ special purpose ships

2.1 In the case of passenger ships (including passenger and cargo ships), the crew shall be of a fixed quota_____, and the passenger quota shall be _____

2.2 In the case of special purpose ships, is ☐ tugs and ☐ other working ships_____

3. What kind of duty system is used by the crew? ☐ A shift ☐ two shifts ☐ three shifts ☐ others_____

3.1 Is Master required to be on duty? ☐yes ☐no

3.2 Is chief engineer required to be on duty? ☐yes ☐no

4. Automatic control ships: ☐ A class (CAS) ☐ B class (CAU)

5. Ship Navigation Sea of Global Maritime Distress and Safety System:

☐ A1 ☐ A1+ A2 ☐ A1+ A2 + A3 ☐ others_____

6. Trading area: (For special purpose ships, please fill in 8)

Trading area: ☐international ☐ Taiwan and mainland area ☐Domestic routes

6.1 If it is an international service, is it sailing to the vicinity of 90 degrees east longitude, 150 degrees east longitude, 10 degrees north latitude and 45 degrees south latitude? ☐yes ☐no

6.2 If it sails to the east of 90 degrees east longitude 150 degrees west longitude 10 degrees north latitude north latitude 45 degrees south of the sea, the voyage is more than 16 hours?

☐yes ☐no

6.3 If sailing between Taiwan and mainland China, the voyage is over 300 nautical miles

☐yes ☐no

6.4 Domestic vessels sailing for more than 8 hours?

☐yes ☐no

6.5 Domestic vessels sailing for less than 8 hours?

☐yes ☐no

6.6 Domestic vessels sailing for more than 4 hours?

☐yes ☐no

6.7 Domestic vessels sailing for less than 4 hours?

☐yes ☐no

7. Is it a ship sailing within a port, river, lake or reservoir?

☐yes ☐no

8. Trading area: (For special purpose ships)

Trading area: ☐ open seas ☐ coastal ☐ harbor district (including outer anchorage) ☐ harbor inside

- 8.1 Is it a diversion ship or a harbor ship? ☐ yes ☐ no
- 8.2 Is it a tug and fireboat? ☐ yes ☐ no
- 8.3 Sailing time more than 8 hours? ☐ yes ☐ no
- 8.4 Sailing time more than 10 hours less than 20 hours? ☐ yes ☐ no
- 8.5 Sailing time more than 20 hours? ☐ yes ☐ no
- 8.6 Ratings have sailor qualifications for one year and equipped with mechanical boom equipment of diversion ship or a harbor ship? ☐ yes ☐ no

9. Ships in and out of the port, anchor and tethered cable crew configuration:

9.1 Ship bow configuration:		
	Officers : _____	Ratings : _____
9.2 Ship stern configuration:		
	Officers : _____	Ratings : _____

10. What is the crew's duty arrangement when entering and leaving the port or getting ready?

10.1 Cab configuration:		
	Officers : _____	Ratings : _____
10.2 Cabin configuration:		
	Officers : _____	Ratings : _____

11.Crew rest schedule :

Please enter the number of hours each person intends to arrange in the box.

		Per person per day	Per person per week
Duty officer	Officers (deck)		
	Ratings (deck)		
	Officers (turbine)		
	Ratings (turbine)		
Non-routine duty officer	Officers		
	Ratings		
Affairs officer	Officers		
	Ratings		

12. Proposed configuration of the sailing crew:

12.1 Table 1 applies to international routes and navigation in Taiwan and mainland China navigable ports more than 300 nautical miles away

Officers		STCW regulation		Number of people
1	Master	II/ 2		
2	Chief mate	II/ 2		
3	Deck officer	II/ 1		
		main engine propulsion power is above 3,000 kW	main engine propulsion power is 750-3,000 kW	
4	Chief engineer	III/ 2	III/ 3	
5	Second engineer	III/ 2	III/ 3	
6	Engineer officer	III/ 1		
7	Electro-technical officer	III/ 6		

According to the global maritime distress and safety system when the ship sailing provisions, to be configured:

(1) general-purpose operator _____ (2) wireless electronic staff _____

If no electro-technical officer is deployed, is his position assigned to at least two (2) engineer officers on board?

☐ yes ☐ no, reason: _____

Ratings		STCW regulation	Number of people
8	Able seafarer deck	II/5	
9	Able seafarer of a navigational watch	II/ 4	
10	Other deck ratings	VI/ 1	
11	Able seafarer engine	III/ 5	
12	Able seafarer of an engineering watch	III/ 4	
13	Other engine room ratings	VI/ 1	
14	Electro-technical rating	III/ 7	
15	Affairs officer :		

- ☐ Cook has been configured ☐ No cook is assigned and his assignment will be assigned to other crew members
☐ Steward has been configured ☐ No steward is assigned and his assignment will be assigned to other crew members

12.2 Table II applies to domestic routes and sailing in Taiwan and the mainland navigable ports within 300 nautical miles

Officers		Crew training examination and application for issuance of certificates		
		Class A(no.4 item)	Class B(no.5 item)	Class C(no.6 item)
1	Master			
2	Chief mate			
3	Deck officer			
		Class A(no.8 item)	Class B(no.9 item)	Class C(no.10 item)
4	Chief engineer			
5	Second engineer			
6	Engineer officer			
7	Electro-technical officer			

According to the global maritime distress and safety system when the ship sailing provisions, to be configured:

(1) general-purpose operator _____ (2) wireless electronic staff _____

Ratings		STCW regulation	Number of people
8	Able seafarer deck	II/5	
9	Able seafarer of a navigational watch	II/ 4	
10	Other deck ratings	VI/ 1	
11	Able seafarer engine	III/ 5	
12	Able seafarer of an engineering watch	III/ 4	
13	Other engine room ratings	VI/ 1	
14	Electro-technical rating	III/ 7	
15	Affairs officer:		

- ☐ Cook has been configured ☐ No cook is assigned and his assignment will be assigned to other crew members
☐ Steward has been configured ☐ No steward is assigned and his assignment will be assigned to other crew members

Note: Please fill in the space with appropriate number of people to be configured.

13.Sailing ship crew quotas:

13.1 Is the proposed quota system for navigating the seamen of the above proposed ships complying with the minimum safe quotas table for the Minimum Safe Standards for Seafaring Crew? yes ☐ no ☐

13.2 Does the proposed quota system for the seagoing vessel comply with the requirements of the "Ship Security Plan" approved by the vessel? NA ☐ yes ☐ no ☐

13.3 If not, please explain why:

13.4 Due to the ship equipment, use or other special circumstances can not be applied to this standard, intended to apply below the standard minimum safe allowances? yes ☐ no ☐

13.5 Reasons for proposed to apply below the minimum safe allowances set by the standards

Explain:

14.Does the ship have any restrictions? (Eg whether night sailing etc.)

Explain:

yes ☐ no ☐

15.Application statement

I hereby declare that the contents of this application form are true and correct and give due consideration to the configuration required for the safe operation of the ship, the security of the ship, the protection of the marine environment and the emergency response and that the crew duty allocation has taken into account the rest of the crew and " Sailing vessel crew minimum safety standards "of the relevant provisions.

In the future, any changes that may affect the minimum safety of crew members will also be resubmitted.