

**APPLICATION FOR SAFE CREWING DOCUMENT**

**Section 1 – Ship Details**

Ship name: .....	Official number: .....
Owner / Operator.....	Gross Tonnage.....
Engine Power (KW).....	Propulsion: .....
Area of Operation:	
Unlimited .....	Near-coastal .....
Inshore .....	
If certified number of passengers certified to carry:	
Unlimited .....	Near-coastal .....
Inshore .....	
Intended Trading Pattern	
.....	
.....	
.....	

**Section 2 – Safe Crewing**

*Safe Crewing must include sufficient crew to:*

Item	Comment
Maintain safe navigational, Engineering, radio and port watches as per the ACT	
Berth and Sail the ship	
Perform operations, as appropriate for the prevention of damage to the environment Maintain the cleanliness of all accessible spaces to minimise the risk of fire	
Provide medical care on board	
Ensure the safe carriage of passengers and cargo	
Conduct all stages of the ship’s operations safely Inspect and maintain the structural integrity of the ship	
Maintain all watertight closing arrangements and maintain them in an effective condition and be able to deploy a competent damage control party	
Operate all on board lifesaving appliances and fire - fighting equipment, maintain all such equipment	
If certified for passengers be able to muster and disembark them in an emergency	
Operate and maintain the main propulsion and auxiliary machinery, pollution prevention equipment.	
To be able to store and provision the ship in port and prepare victuals for the crew and passengers if certified to carry them	

### Section 3 – Statutory Obligations

*The owner and Master must take into consideration the following statutory obligations*

Item	Comment
Watch Keeping	
Fitness for Duty	
Safety Management	
Certification and licensing of Seafarers	
Training of Seafarers	
Crew Accommodation	
Provisions of a Security Plan (if any)	
Occupational health and hygiene	

### Section 4 – Responsibilities

Item	Comment
On-going training requirements for all crew including the operation of all Lifesaving, Fire – Fighting and Emergency equipment including the watertight closing arrangements	
Any specialist training requirements	
Provision of adequate food and drinking water	
The need to undertake emergency duties and responsibilities	
There are sufficient seafarers holding emergency first aid certificates to reasonably meet the needs of a foreseeable medical emergency	

### Section 5 – Assessments

Item	Comment
Crew's tasks, duties, and responsibilities necessary to operate the ship safely, protect the environment and deal with any emergency situation	
The number and grades or capacity of the crew to operate the ship safely, protect the environment and deal with any emergency situation	
The proposed safe crewing numbers, together with an explanation of how the ship's proposed crew will deal with any emergency situation including if certified to carry the evacuation of passengers	
The adequacy of the proposed safe crewing numbers at all times and in all respects, taking into account requirements for cargo operations in port or at sea including meeting the requirements of peak workload situations	
Specify how the safe crewing numbers will be monitored	
The consideration of crew fatigue elements for navigation and engine room watchkeepers	
The adequacy of Bridge and Engine room watch keeping procedures to maintain the ship safely	

**Section 6 – Proposed Crewing**

Ship name: ..... Official number: .....

The ship is to carry the following Safe Crewing

**Trading Area**

Unlimited                      Near-coastal                      Inshore  
*(Circle as appropriate)*

Rank	Master	Mate	OOW Deck	AB Deck	DWR	Ch. Eng	2nd. Eng	OOW Eng	AB Eng	EWR	Radio	Other
Description of ship												
Cargo/Tanker												
12 – 36 passengers												
36 – 100 Passengers												
100 – 350 Passengers												
350 – 1000 Passengers												
Over 1000 Passenger												