

**Commonwealth of Dominica**



**Office of the Maritime Administrator**

**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF MERCHANT SHIPS, MOBILE OFFSHORE DRILLING UNITS AND AUTHORIZED CLASSIFICATION SOCIETIES AND DMRI AGENTS**

**SUBJECT: GUIDANCE REGARDING PLACEMENT OF SUPERNUMERARIES ON BOARD DOMINICA VESSELS**

**REFERENCE: (a) CDP-101 Dominica International Maritime Act 2000, as amended;  
(b) CDP-102 Dominica Maritime Regulations 2002;  
(c) CDP-300 Mariner Certification;  
(d) CDP-800 Maritime Labour Compliance.**

**APPLICABILITY: This Marine Safety Circular is applicable to all Dominica flagged vessels and persons on board.**

**PURPOSE:**

The purpose of this Circular is to provide clarification regarding documentation and requirements for supernumeraries on board Dominica vessels.

**BACKGROUND:**

Supernumeraries are considered individuals who normally work ashore and are only on board a vessel for a limited time. Individuals who are placed on board vessels in order to carry out general or specific maintenance of a vessel, security personnel and special technical support are typical examples of supernumeraries.

Individuals who are considered supernumeraries are not considered seafarers under the laws of Dominica but are required to have undergone training and certification as outlined below.

## **REQUIREMENTS:**

### **Certification Requirements**

A supernumerary is required to have undergone the following basic familiarization courses as per Paragraph 1 of Section A-VI/1 of the STCW Code:

1. Personal Survival Techniques
2. Fire Prevention and Fire Fighting
3. Elementary First Aid
4. Personal Safety and Social Responsibility
5. Security Awareness Training

The following classes of individuals are exempt from the above requirements:

1. Family members of a Ship's Officer
2. Dignitaries
3. Service Engineers from machinery or equipment manufacturers

In cases where the above mentioned classes of individuals board a vessel the Master will be responsible for providing the appropriate familiarization training. The Master shall further ensure that supernumeraries are carrying out their assigned functions and are aware of shipboard safety practices.

Supernumeraries may be issued a Supernumerary Identification Document from the Dominica Maritime Administration upon application. Supernumeraries shall not be eligible for or be issued a Certificate of Competence or Seaman's Identification Book.

### **Vessel Carrying Capacity**

The total number of individuals on board a vessel including the Master, Officers, crew, family members of Officers and other Supernumeraries should not exceed:

1. Lifesaving capacity of the vessel as per the Cargo Ship Safety Equipment Certificate as per Maritime Labour Convention, 2006 and;
2. The certified accommodation of the vessel excluding family members, who are to be accommodated with the respective officers.

In exceptional cases where the total number of individuals on board the vessel exceeds the certified accommodations due to supernumeraries then the Master shall ensure that the accommodation facility being provided to the supernumeraries will not come in the way of accommodation of the crew and shall not be hospital facilities where provided.

### **Contract and Liability**

The Shipowner should ensure that the supernumerary contract agreement incorporates repatriation of stranded supernumeraries and responsibility for repatriation of the remains of deceased supernumeraries, as the case may be. Additionally the Shipowner should ensure that appropriate insurance coverage is obtained for any supernumeraries on board.

#### **Mariner Department**

Tel: + 1 508 992 7170 Ext. 309

e-mail: [mariner@dominica-registry.com](mailto:mariner@dominica-registry.com)

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