



Electronic reporting of crew data

Now the Danish Maritime Authority can offer electronic reporting of crew data

The Danish Maritime Authority constantly strives to relieve the shipping industry of administrative burdens. Digital reporting to the Danish Maritime Authority will help making more flexible various industry reporting obligations, and therefore the Danish Maritime Authority strives to make it possible to offer electronic reporting on an ongoing basis.

One of the digitalisation projects now launched is the electronic reporting of crew data. The electronic reporting of crew lists will mean that shipowners will not have to manually fill in and submit agreements.

Computer solutions

The shipowners' computer capacity and potential for electronic reporting varies greatly. And there is a great difference between the number of annual crew reports submitted by individual shipowners. Primarily for these two reasons, the Danish Maritime Authority has targeted the development of the computer solution so that the shipowners have a possibility of choosing between two computer solutions for electronic reporting of crew data.

The “modest” solution

Target group: The modest solution is aimed at shipowners with not quite that advanced computer systems and shipowners with only a few annual crew reports.

The computer solution: Web application where crew data are entered online on a webpage.

The functions briefly: The shipowner can report crew data through online submission of crew lists. In addition, the shipowner can fill in and print the agreement in paper form, as known today, if so desired. The web application also contains a function whereby the validity of seafarers' certificates of qualifications and competencies can be checked if the seafarers have given their express consent for this.

Guidelines: The relevant link to the web application is available from www.sofartsstyrelsen.dk. Here, guidelines on the use of the “modest” solution – a quick guide for the experienced computer user and more detailed guidelines are also available.

The “large-scale” solution

Target group: The large-scale solution is aimed at shipowners with more advanced computer systems and shipowners with a great number of annual crew reports.

The computer solution: The Danish Maritime Authority supplies the interface description and the necessary files. The solution is based upon so-called web services.

The functions briefly: After installation and adjustment to the shipowner's computer system, the solution can generate crew data directly for the Danish Maritime Authority.

Guidelines: Each individual shipowner must install the software so that it meets the requirements of the interface description.

Other reporting possibilities

Hiring and wage administration programmes: The Danish Maritime Authority will offer all computer suppliers supplying the shipowners with hiring and wage administration programmes to have the system for electronic reporting of crew data (the “large-scale” solution) installed in these programmes.

At the moment, the computer system for electronic reporting of crew data has been incorporated into a new version of the hiring and wage administration programme “Omega Hyre”. Shipowners using Omega Hyre will be contacted by Soft Team about this.

Agreement versus crew list

For historical reasons, the agreement and the crew list have been printed in the same document with six copies.

The introduction of computer systems for electronic reporting of crew data will change the traditional understanding and use of the agreement/crew list.

Reference is made to the Danish Maritime Authority’s webpage www.sofartsstyrelsen.dk, where additional information is available about the legal specifications that are a consequence of the introduction of the computer system for electronic reporting of crew data.

How do we get started?

In order to be able to report information electronically, a contact shipping company must be created for each individual shipping company. The contact shipping company must correspond to the shipping company that is, according to the Document of Compliance of each individual ship, responsible for the ship’s operation and crew-related issues. In order for a contact shipping company to be created and to have all information on current contact shipping companies updated, all shipping companies must submit the following information to the Danish Maritime Authority:

1. Name of contact shipping company (typically the same name as that of the shipping company)
2. Address, postal code and town of contact shipping company
3. Telephone number of contact shipping company
4. E-mail of contact shipping company (in this connection, it may be an advantage to use an e-mail address that is readable by more users in case of holiday, illness, etc.)
5. CVR number/SE number
6. List of ships (name and distinctive number or letters) to be affiliated with the contact shipping company

The information is to be submitted by e-mail to kstf@dma.dk. Subsequently, the shipping company will be allocated a shipping company number and a password by the Danish Maritime Authority.

The Danish Maritime Authority should be informed about changes in the contact shipping company information immediately on an ongoing basis.

Contact

Should you require any further information or have any questions about the computer systems, please contact Project Manager Kenneth Roslind by e-mail ker@dma.dk.