

**Order on safe manning document for small commercial vessels  
and Greenland fishing vessels carrying up to 12 passengers  
on domestic voyages in Denmark and along the coasts of Greenland**

In pursuance of section 4(2), section 18(2) and section 27(3) of the act on the manning of ships (*lov om skibes besætning*), cf. consolidated act no. 74 of 17 January 2014, and section 4(2), section 18(2) and section 27(2) of decree no. 608 of 25 June 2001 on the entry into force for Greenland of the act on the manning of ships and after consultation with the Government of Greenland and by authority, the following provisions are laid down:

Part 1

*Application, etc.*

**Section 1.** The safe manning document shall apply to domestic passenger voyages with a maximum of 12 passengers by commercial vessels and Greenland fishing vessels with a length below 15 metres and scantlings below 100 covered by the order on Notice F from the Danish Maritime Authority, the construction and equipment, etc. of small commercial vessels, as well as by commercial vessels with scantlings below 20.

*Subsection 2.* In addition, the safe manning document shall apply to wooden vessels of primitive build, including viking ships, and vessels not propelled by mechanical means.

*Subsection 3.* The safe manning document shall apply to voyages carried out as part of commercial activities.

Part 2

*On vessels with scantlings of or above 20*

**Section 2.** In vessels covered by section 1, the crew shall consist of at least two persons when the scantlings are of or above 20, cf. however section 8, and when the vessel is carrying passengers.

*Subsection 2.* When the vessel is used for voyages together with another commercial vessel or under conditions where the crew and passengers can immediately get the necessary assistance from an accompanying commercial vessel, the crew may consist of one person.

**Section 3.** The master of a vessel shall, as a minimum, hold the certificate of competency "certificate of proficiency in navigation" valid for merchant vessels.

*Subsection 2.* The certificate of competency mentioned in subsection 1 may be replaced by a special certificate of competency with limited rights<sup>1</sup> issued by the Danish Maritime Authority on the basis of documentation of having passed a theoretical test for a certificate of proficiency in navigation for merchant ships or fishing vessels, and

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<sup>1</sup> See the Danish language website [www.sikkersejlad.dk](http://www.sikkersejlad.dk) for additional guidance on applications for special certificates of proficiency.

- 1) navigational experience on board a similar vessel for at least three months, having completed instructions in onboard fire-fighting equipment and having completed a course in basic maritime safety at a training institution approved by the Danish Maritime Authority, or
- 2) having passed a practical test covering manoeuvring and motor operation on board the vessel in the presence of a person approved by the Danish Maritime Authority, having completed instructions in onboard fire-fighting equipment and having completed a course in basic maritime safety at a training institution approved by the Danish Maritime Authority.

*Subsection 3.* In addition to the certificate of competency mentioned in subsection 1 or subsection 2, the master shall be fit for lookout duty and hold the following:

- 1) A valid certificate as a radio operator in GMDSS, minimum ROC, if the vessel concerned is fitted with a radio. If the vessel is exclusively fitted with a mobile VHF radio system, then SRC.
- 2) A valid certificate as a medical examiner for the ship's medicine chest on board, cf. the order in force on training and qualification certificates for medical examiners on board ships (the maritime health training programmes). If a ship's medicine chest is not required on board the vessel concerned, the master shall have completed an approved first-aid course in accordance with the approved courses offered by the Danish First-Aid Council (*Dansk Førstehjælps Råd*), containing the following modules: Heart-lung rescue, including AED, life-saving first aid, first aid in case of injury and first aid in case of illness.
- 3) A valid health certificate for seafarers and fishermen that does not contain any limitations in the work area for the service on board.

*Subsection 4.* In addition, the master shall be of age and not be under guardianship pursuant to section 5 of the guardianship act (*værgemålsloven*) or under guardianship pursuant to section 7 of the guardianship act (*værgemålsloven*),

*Subsection 5.* As regards sailing boats, the test for a certificate of proficiency mentioned in subsection 2 may be replaced by a passed yacht master examination, 3<sup>rd</sup> class or above.

*Subsection 6.* The master of a Greenland fishing vessel as mentioned in section 1 shall hold a valid certificate as a second hand on fishing vessels or meet the provisions of subsection 1 or subsection 2, cf. however subsection 9.

*Subsection 7.* The master of a vessel with a propulsion power of or above 100 kW shall, in addition to meeting the provisions of subsection 2, have passed the practical test mentioned in subsection 2(ii), covering manoeuvring and motor operation, if he or she does not hold a valid certificate of proficiency in navigation valid for merchant ships or a certificate as a second hand on fishing vessels or above.

*Subsection 8.* If the vessel has a propulsion power of or above 100, but below 750 kW, there shall be a person on board holding a certificate of proficiency in motor operation. This person may, at the same time, be engaged for other service on board. For vessels with a propulsion power of or above 100 kW, but below 750 kW, the Danish Maritime Authority may permit that completed on-the-job training and training programmes in operation, maintenance and safety concerning the vessel's engine(s) are equivalent to a certificate of proficiency in motor operation.

*Subsection 9.* The master of vessels registered in Greenland shall not meet the provisions of subsection 3(iii) on a health certificate. Instead, the Government of Greenland may lay down provisions on medical examinations, etc.

**Section 4.** The other crew member in commercial vessels<sup>2</sup> shall:

- 1) have been instructed on board in the operation of the vessel's life-saving appliances and fire-extinguishing equipment;
- 2) have been instructed in the manoeuvring of the vessel;
- 3) hold a health certificate for seafarers and fishermen that does not contain any limitations in the work area for the service on board,
- 4) be fit for lookout duty; and
- 5) be of age.

*Subsection 2.* Crew members on vessels registered in Greenland shall not meet the provisions of subsection 1(iii) on a health certificate. Instead, the Government of Greenland may lay down provisions on medical examinations, etc.

**Section 5.** The Danish Maritime Authority may approve persons for carrying out practical tests, cf. section 3(2)(ii).

*Subsection 2.* Approval may be granted to persons who

- 1) have been trained as navigating officers at a level that overall provides a qualification level above the professional level of the practical test;
- 2) have the relevant educational experience;
- 3) have participated in one or more practical tests;
- 4) have demonstrated to the Danish Maritime Authority that he or she is qualified to carry out practical tests; and
- 5) have valid liability insurance covering participation in practical tests at sea.

*Subsection 3.* Persons carrying out practical tests shall follow the guidelines issued by the Danish Maritime Authority on the holding of tests and shall for at least one year keep documentation of tests held that shall be presented to the Danish Maritime Authority upon request.

### Part 3

#### *Vessels with scantlings below 20*

**Section 6.** In commercial vessels<sup>3</sup> or groups of commercial vessels accompanying each other, each with scantlings below 20, the crew shall consist of at least one person so that the vessel(s) has a sufficient crew, making it possible to carry out all navigational and work tasks in an appropriate manner in terms of health and safety, cf. however subsection 2.

*Subsection 2.* As regards commercial vessels mentioned in subsection 1, the owner(s) of the vessels shall ensure that:

- 1) the vessels are used in accordance with good seamanship and that human lives at sea are secured in a fully safe manner,

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<sup>2</sup> The educational requirements for fishermen and the training and certification requirements for masters of fishing vessels with a length below 15 metres are stated in the order in force on the qualification requirements of seafarers and fishermen and on certificates of competency.

<sup>3</sup> The educational requirements for fishermen and the training and certification requirements for masters of fishing vessels with a length below 15 metres are stated in the order in force on the qualification requirements of seafarers and fishermen and on certificates of competency.

- 2) the vessels are manned, designed, equipped and maintained so that they are suitable for the purpose, as well as
- 3) that written safety instructions are available that have been drawn up in accordance with the order in force on small vessels carrying up to 12 passengers and that, in consideration of the trade area, contain the composition of the crew of the commercial vessels accompanying each other.

*Subsection 3.* The master of the vessel or the master responsible for a group of vessels as mentioned in subsection 1 shall as a minimum meet the following criteria:

- 1) Have the relevant navigational experience and, on the basis of an assessment of the safety when using the relevant vessel(s), have acquired the necessary knowledge about the following subjects:
  - a) Regulations for preventing collisions at sea;
  - b) navigation in the relevant navigational area;
  - c) prevention of fire and operation of fire-extinguishing means, including have completed practical training and use of the vessel's fire-extinguishing equipment;
  - d) vessels' stability;
  - e) maritime safety;
  - f) protection of the marine environment; and
  - g) the machinery of small vessels.
- 2) Hold a valid certificate as a radio operator in GMDSS, minimum ROC, if a radio is required in the vessel concerned. If the vessel is exclusively equipped with a mobile VHF radio system, then SRC.
- 3) Hold a certificate as a medical examiner, cf. the order in force on the training and qualification certificates of medical examiners in ships (the maritime health training programmes) if a ship's medicine chest is required in the vessel concerned. If a ship's medicine chest is not required on board the vessel concerned, the master shall have completed an approved first-aid course in accordance with the approved courses of the Danish First-Aid Council (*Dansk Førstehjælps Råd*), containing the following modules: Heart-lung rescue, incl. AED, life-saving first aid, first aid in case of injury and first aid in case of illness.
- 4) Be of age and not be under guardianship pursuant to section 5 of the guardianship act (*værgemålsloven*) or under guardianship pursuant to section 7 of the guardianship act (*værgemålsloven*).

*Subsection 4.* In addition to the master of the vessel or the master responsible for a group of vessels, crew members in commercial vessels as mentioned in subsection 1 shall:

- 1) have been instructed on board in the operation of the vessel's life-saving appliances and fire-extinguishing equipment;
- 2) have been instructed in the vessel's manoeuvring; and
- 3) be of age.

**Section 7.** If the vessel, cf. section 6(1), has a propulsion power of or above 100 kW, but below 750 kW, the crew shall consist of at least two persons when passengers are being carried. The master of the vessel shall meet the provisions of section 3 and the other crew member shall meet the provisions of section 4. In addition, there shall be a person on board who has passed a test for a certificate of proficiency in motor operation or has completed type-specific instructions and training in the use of the relevant motor. This person may, at the same time, have been engaged for other service on board.

## Part 4

### *On vessels exclusively used for professional training in navigation*

**Section 8.** In commercial vessels or groups of commercial vessels accompanying each other that are exclusively used for professional training in navigation, the crew shall consist of at least one person so that the vessel(s) have a sufficient crew, making it possible to carry out all navigational and work tasks in an appropriate manner in terms of health and safety, cf. however subsection 2.

*Subsection 2.* The master of the vessel or the master responsible for a group of vessels as mentioned in subsection 1 shall have been appointed by the shipowner as a qualified instructor and shall, as a minimum, have qualifications corresponding to the level that the training concerns.

*Subsection 3.* As regards commercial vessels mentioned in subsection 1, the owner(s) of the vessels shall ensure that:

- 1) the vessels are used in accordance with good seamanship and that human lives at sea are secured in a fully safe manner,
- 2) the vessels are manned, designed, equipped and maintained so that they are suitable for the purpose, as well as
- 3) that written safety instructions are available that have been drawn up in accordance with the order in force on small vessels carrying up to 12 passengers and that, in consideration of the trade area, contain the composition of the crew of the commercial vessels accompanying each other.

*Subsection 4.* Professional training in navigation shall mean navigation where one or more persons on board are trained with a view to passing a test in navigation or completing a relevant training course with a view to being trained in navigation of the relevant type of vessel.

## Part 5

### *Penalty and entry into force provisions*

**Section 9.** Anyone contravening sections 2-4 and sections 6-8 shall be liable to punishment by fine.

*Subsection 2.* Companies etc. (legal personalities) may be liable to punishment according to the provisions of chapter 5 of the penal code (*straffeloven*).

**Section 10.** This order shall enter into force on 11 March 2015.

*Subsection 2.* At the same time, order no. 963 of 28 September 2012 on safe manning documents for small commercial vessels and Greenland fishing vessels carrying up to 12 passengers on domestic voyages in Denmark and along the coasts of Greenland shall be repealed.

*Danish Maritime Authority / 5 March 2015*  
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