

## TABLE OF SHIPBOARD WORKING ARRANGEMENTS

Name of Ship: \_\_\_\_\_ Flag of Ship: \_\_\_\_\_ IMO Number: \_\_\_\_\_ Last updated: \_\_\_\_\_

The minimum hours of rest are applicable in accordance with the MLC, 2006 Ratification Law of 2011 and the ILO Maritime Labour Convention, 2006 (MLC, 2006) and with any applicable collective agreement registered or authorized in accordance with that convention and the STCW 1978 , Convention, as amended.

Minimum Hours of Rest: Minimum Hours of Rest shall not be less than (i) 10 hours in any 24-hour period; and (ii) 77 hours in any 7-day period. \_\_\_\_\_

Other Requirements: \_\_\_\_\_

Position / Rank <sup>1</sup>	Schedule Daily Work Hours at Sea		Schedule Daily Work Hours in Port		Comments	Total Daily Rest Hours	
	Watch keeping (from-to)	Non –Watching Duties (from – to) <sup>2</sup>	Watch keeping (from-to)	Non –Watching Duties (from – to) <sup>2</sup>		At Sea	In Port

Signature of Master \_\_\_\_\_

<sup>1</sup> Terminology used should be the same as listed in other documents such as the Minimum Safe Manning Certificate or the Station Bill  
<sup>2</sup> For watch keeping personnel, the comments section may be used to indicate anticipated hours that may be devoted to unscheduled work, and any such hours should be included when recording the total daily rest hours column.  
<sup>3</sup>) The terms used in this model table are to appear in the working language or languages of the ship and in English.

## SELECTED TEXTS FROM ILO MARITIME LABOUR CONVENTION, 2006 (MLC, 2006)

### Regulation 2.3 – Hours of work and hours of rest

#### Standard A2.3 – Hours of work and hours of rest

Each Member acknowledges that the normal working hours' standard for seafarers, like that for other workers, shall be based on an eight-hour day with one day of rest per week and rest on public holidays. However, this shall not prevent the Member from having procedures to authorize or register a collective agreement which determines seafarers' normal working hours on a basis no less favorable than this standard.

#### The limits on hours of work or rest shall be as follows:

(b) minimum hours of rest shall not be less than:

(i) ten hours in any 24-hour period; and

(ii) 77 hours in any seven-day period.

Hours of rest may be divided into no more than two periods, one of which shall be at least six hours in length, and the interval between consecutive periods of rest shall not exceed 14 hours.

Nothing in this Standard shall be deemed to impair the right of the master of a ship to require a seafarer to perform any hours of work necessary for the immediate safety of the ship, persons on board or cargo, or for the purpose of giving assistance to other ships or persons in distress at sea. Accordingly, the master may suspend the schedule of hours of work or hours of rest and require a seafarer to perform any hours of work necessary until the normal situation has been restored. As soon as practicable after the normal situation has been restored, the master shall ensure that any seafarers who have performed work in a scheduled rest period are provided with an adequate period of rest.

### STCW CHAPTER VIII

#### Standards regarding watchkeeping

##### Section A-VIII/1

###### *Fitness for duty*

All persons who are assigned duty as officer in charge of a watch or as a rating forming part of a watch and those whose duties involve designated safety, prevention of pollution and security duties shall be provided with a rest period of not less than:

.1 a minimum of 10 hours of rest in any 24-hour period; and

.2 77 hours in any 7-day period.

The hours of rest may be divided into no more than two periods, one of which shall be at least 6 hours in length, and the intervals between consecutive periods of rest shall not exceed 14 hours.

The requirements for rest periods laid down in paragraphs 2 and 3 need not be maintained in the case of an emergency or in other overriding operational conditions. Musters, fire-fighting and lifeboat drills, and drills prescribed by national laws and regulations and by international instruments, shall be conducted in a manner that minimizes the disturbance of rest periods and does not induce fatigue.

Watch schedules must be posted where they are easily accessible, in a standardized format\* in the working language or languages of the ship and in English.

When a seafarer is on call, such as when a machinery space is unattended, the seafarer shall have an adequate compensatory rest period if the normal period of rest is disturbed by call-outs to work.

Nothing in this section shall be deemed to impair the right of the master of a ship to require a seafarer to perform any hours of work necessary for the immediate safety of the ship, persons on board or cargo, or for the purpose of giving assistance to other ships or persons in distress at sea. Accordingly, the master may suspend the schedule of hours of rest and require a seafarer to perform any hours of work necessary until the normal situation has been restored. As soon as practicable after the normal situation has been restored, the master shall ensure that any seafarers who have performed work in a scheduled rest period are provided with an adequate period of rest.