

Model format table of shipboard working arrangements¹

Name of ship:	Signal letters:
Flag of ship:	IMO-number, if any:
Latest update of table:	Page _____ of _____

The minimum hours of rest are applicable in accordance with The Ship and Security Act of 16. February 2007 No. 9 relating to hours of work and hours of rest on board ship issued in conformity with ILO's MLC 2006 Convention (No.186) and with any applicable collective agreement registered or authorized in accordance with that Convention and with the International Convention on standards of training, certification and watchkeeping for seafarers, as amended, (STCW Convention)².

Minimum hours of rest:			Other requirements:				
Position/rank ³	Scheduled daily work hours at sea		Scheduled daily work hours in port		Comments	Total daily rest hours	
	Watchkeeping (from-to)	Non-watchkeeping duties (from-to) ⁴	Watchkeeping (from-to)	Non-watchkeeping duties (from-to)		At sea	In ports

Signature of master:

¹ The terms used in this model table, cf directive 1999/95/EC annex I, are to appear in the working language of the ship and in English.
² See overleaf for selected extracts from ILO Convention No 186 and the STCW Convention.
³ For those positions/ranks that also are listed in the ship's safe manning document, the terminology used should be the same as in that document.
⁴ For watchkeeping personnel, the comment section may be used to indicate the anticipated number of hours to be devoted to unscheduled work and any such hours should be included in the appropriate total daily work hours column).

EXCERPTION FROM THE MLC, 2006 Mode

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

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

- a) maximum hours of work shall not exceed:
 - i. 14 hours in any 24-hour period; and
 - ii. 72 hours in any seven-day periode, or
- b) minimum hours of rest shall not be less than:
 - i. 10 hours in any 24-hour period; and
 - ii. 77 hours in any seven-day period.

6. 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 interval between consecutive periods of rest shall not exceed 14 hours.

13. Nothing in paragraphs 5 and 6 of this Standard shall prevent a Member from having national laws or regulations or a procedure for the competent authority to authorize or register collective agreements permitting exceptions to the limits set out. Such exceptions shall, as far as possible, follow the provisions of this Standard but may take account of more frequent or longer leave periods or the granting of compensatory leave for watch-keeping seafarers or seafarers working on board ships on short voyages.

14. 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.

EXCERPTION FROM THE STCW-CONVENTION

Section A-VIII/1 of the STCW Code (Mandatory)

1. All persons who are assigned duty as officer in charge of a watch or seafarer on watch shall be provided with a minimum of 10 hours' rest in any 24-hour period.
2. The hours of rest may be divided into no more than two periods, one of which shall be at least 6 hours in length. The intervals between two consecutive periods of rest shall not exceed 14 hours.
3. The requirements for rest periods laid down in paragraphs 1 and 2 need not be maintained in the case of an emergency or drill or in other overriding operational conditions.
4. Administrations shall require that watch schedule are posted where they are easily accessible.
9. Seafarers must receive a minimum of 70 hours rest in any 7-day period. Exceptions from the normal weekly rest period (77 hours) shall not be allowed for more than two consecutive weeks. The intervals between two periods of exceptions on board shall not be less than twice the duration of the exception. *[The 10 hours of rest required in any 24-hour period can not be excepted.]* The 10 hours of rest may be divided into no more than three periods, one of which shall be at least 6 hours in length and neither of the other two periods shall be less than one hour in length. The intervals between consecutive periods of rest shall not exceed 14 hours. Exceptions shall not extend beyond two 24-hour periods in any 7-day period.

Section B-VIII/1 of the STCW Code (Guidance)

3. In applying Regulation VIII/1, the following should be taken into account:
 1. provisions made to prevent fatigue should ensure that excessive or unreasonable overall working hours are not undertaken. In particular, the minimum rest periods specified in Section A-VIII/1 should not be interpreted as implying that all other hours may be devoted to watch-keeping or other duties;
 2. that the frequency and length of leave periods, and the granting of compensatory leave, are material factors in preventing fatigue from building up over a period of time; and
 3. the provision may be varied for ships on short sea voyages, provided special safety arrangements are put in place.