

## Maritime Authority of the Cayman Islands

### Publication Scheme

*Produced in accordance with the Deputy Governor's Code of Practice  
Updated December 2016 and published January 2017*

#### CONTENTS:

1. About the Publication Scheme
2. Information that may be withheld
3. Methods of access
4. Fees and charges
5. Requests for information outside the publication scheme
6. Complaints
7. Categories of information
  - About Us
  - Strategic Management
  - Finance & Administration
  - Policies & Procedures
  - Decisions & Recommendations
  - Lists & Registers
  - Our Services

---

#### 1. About the Publication Scheme

---

Every public authority covered by the Freedom of Information Law has a legal duty to maintain a publication scheme.

The purpose of a publication scheme is to make information readily available to the public without the need for specific written requests. Schemes are intended to encourage authorities to proactively publish information, to develop a culture of openness and participation.

The publication scheme lists the information which is readily available to the public. The list is divided into seven (7) different categories of information, to help you find the documents you are looking for.

This publication scheme commits the Maritime Authority of the Cayman Islands to making information available to the public as part of its normal business activities.

The Maritime Authority of the Cayman Islands will:

- specify the information held by the authority, which falls within the seven (7) categories below;
- proactively publish or otherwise make routinely available, information which is held by the authority and falls within the categories below;
- describe the methods by which specific information is made available, so that it can be easily identified and accessed by members of the public;
- list any fees charged for access to information described in this scheme;
- publish or otherwise make information available, in accordance with the methods and fees stated in this scheme;
- make this publication scheme available to the public;
- regularly review and update the information made available under this scheme.

## 2. Information that may be withheld

---

The Maritime Authority of the Cayman Islands will generally not publish:

- information in draft form;
- information that is not held by the Maritime Authority of the Cayman Islands, or which has been disposed of in accordance with a legally authorised disposal schedule;
- information which is exempt under the FOI Law or otherwise protected from disclosure – for example: personal information or commercially sensitive information. Records containing exempt matter will be published in a redacted<sup>1</sup> form, wherever it is practical to do so, indicating which exemptions apply.

In maintaining this publication scheme, our aim is to be as open as possible.

However, there may be limited circumstances where information will be withheld from one of the categories of information listed in *Section 7: Categories of information*.

Information will only be withheld where the FOI Law expressly permits it.

For example: where disclosure would breach the law of confidentiality, infringe personal privacy, harm the Maritime Authority of the Cayman Islands' (or another organisation's) commercial interests, or endanger the protection of the environment.

Whenever information is withheld, we will inform you of this and explain why that information cannot be released. Even where information is withheld, it may be possible to provide a redacted copy, with the exempt matter edited out.

If you wish to complain about any information which has been withheld, please refer to *Section 6: Complaints*.

## 3. Methods of access

---

Information available under our publication scheme will usually be accessible through the methods described below.

*Section 7: Categories of information* provides more details on the information available under the scheme.

### Online

Many of our documents are published electronically on our website, [www.cishipping.com](http://www.cishipping.com) and can be downloaded in PDF format.

If you have any trouble locating information, please contact [foi@cishipping.com](mailto:foi@cishipping.com)

Should you not have access to a computer or the internet the Maritime Authority of the Cayman Islands will provide access via an office computer. Please call and organise a visit at:

3<sup>rd</sup> Floor Government Administration Building  
133 Elgin Avenue George Town  
Tel: +1 345 949-8831  
Fax: +1 345 949-8849  
Email: [foi.maci@gov.ky](mailto:foi.maci@gov.ky)  
Monday – Thursday, 8.30am – 5pm | Friday, 8.30am - 4pm

### Email

Some information listed in our publication scheme may not be published on our website. This may be an existing chargeable service or this information may be sent by email. You can email us at [foi@cishipping.com](mailto:foi@cishipping.com) to request information. Please provide a telephone number so that we can call you to clarify details, if necessary.

### Phone

Documents listed in the publication scheme can also be requested by telephone. Please call +1 345 949-8831.

---

<sup>1</sup> A copy of the record, with the exempt matter deleted in accordance with the National Archive's *Redaction Standard*.

## Post

All information listed in the publication scheme may be available in hard copy. Requests may be addressed to:

Manager, Information - FOI  
Maritime Authority of the Cayman Islands (MACI)  
PO Box 2256  
Grand Cayman KY1-1107  
Cayman Islands

In your request, please provide your name and address, full details of the information or documents you would like to receive. You may also wish to provide a telephone number so that we can call you to clarify details, if necessary. For faster processing, please also include any applicable fee. (See *Section 4: Fees and charges* for further details)

## Personal visits

If you are required or wish to make an appointment to view information in a physical format, please contact by email at [foi@cishipping.com](mailto:foi@cishipping.com) or by telephone on +1 345 949-8831.

## Advice and assistance

If you experience any difficulty identifying the information you want to access, please contact by email at [foi@cishipping.com](mailto:foi@cishipping.com) or by telephone on +1 345 949-8831.

The Maritime Authority of the Cayman Islands will adhere to its obligations under *Section 10: Forms of Access* of the FOI Law, and any requirements relating to disability or discrimination, when providing information in accordance with this publication scheme.

Information will be provided in the language in which it is held or in such other language that is legally required. Where the Maritime Authority of the Cayman Islands is legally required to translate any information, it will do so.

#### 4. Fees and charges

The purpose of this scheme is to make the maximum amount of information readily available at minimum effort and cost to the public. The Maritime Authority of the Cayman Islands strives to ensure that fees and charges are clearly explained and kept to a minimum.

Information which is published online, downloaded through a website, or sent to you by email will be provided free of charge.

Fees may be charged for providing information in paper copy or on compact disc. Charges will reflect the actual costs of reproduction and postage.

##### Reproduction costs

Where fees apply, photocopied information will be charged at a standard rate of \$1.00 per page (black and white; any size) and \$1.50 per page (colour; any size).

Computer discs will be charged at a rate of \$2 per disc.

Please refer to *Freedom of Information (General) Regulation 2008, Schedule 3* for a complete list of fees.

##### Postage costs

The Maritime Authority of the Cayman Islands will pass on to the requester the actual costs of postage or courier delivery.

If a fee applies, you will be advised of the amount and how it has been calculated. Information will then be provided once the Maritime Authority of the Cayman Islands has received your payment.

##### Existing services

Fees will be charged for information that is already an existing service.

Existing services may be viewed on our website:

[www.cishipping.com](http://www.cishipping.com)

#### **Section 1 – Services for which Fixed Fees are charged Part A – Ship and Mortgage Registration and Related Services**

Service / Activity	Fee Payable	
	EU€	US\$
<b>A.1. Ship Registration:</b>		
(1) Registration of ships- <ul style="list-style-type: none"> <li>• First registration of a ship;</li> <li>• Registration of a Demise Chartered ship transferring IN;</li> <li>• Registration Anew or Re-registration of a ship;</li> <li>• Interim Registration of a ship<sup>1</sup></li> </ul> <p style="text-align: right;">Merchant Ships:</p>		1,400.00
(2) Transfer of Registration of a ship between British Registers:-		1,400.00
(3) Registration of a Ship Under Construction:		300.00
(4) Registration of Transfer or Transmission of Ownership of a ship - <p style="text-align: right;">Merchant Ships:</p>		550.00
(5) Registration of- <ul style="list-style-type: none"> <li>• Alterations to a registered ship;</li> <li>• Change of Name of a registered ship;</li> <li>• Change of address or other particulars of a Registered Owner, other than a change of Registered Owner, but including the re-issue of a Certificate of Registry</li> </ul>		200.00 for each alteration or change
(6) Authorisation of a "Declaration of Lifeboats and Tenders attached to a ship", where applied for other than at the time of initial registration of the parent ship:		100.00

<sup>1</sup> There will be an additional charge for the issue of the final Certificate of Registry (See item A.(14)).

Service / Activity	Fee Payable	
	EU€	US\$
(7) N/A		
(8) Processing and approval for reservation of a name for a ship-		
<ul style="list-style-type: none"> <li>• Where application has been made and fees paid for the registration of the ship for which the name is being requested:</li> </ul>		0.00
<ul style="list-style-type: none"> <li>• Where application is otherwise made<sup>2</sup>:</li> </ul>		600.00
<b>A.2. Mortgage Registration</b>		
(9) Registration of-		
<ul style="list-style-type: none"> <li>• A mortgage;</li> <li>• The transfer of a mortgage;</li> <li>• The transmission of a mortgage; or</li> <li>• The discharge of a mortgage.</li> </ul>		500.00
(10) Recording of a Priority Notice regarding a mortgage:		200.00
<b>A.3. Annual Tonnage Fee (ATF), Casualty Investigation Fund and Flag State Compliance Fee (AFSCF)</b>		
(11) N/A		
(12.A) Annual Tonnage Fee Type 1 <sup>3</sup> -		
<ul style="list-style-type: none"> <li>• For Merchant Ships of any tonnage-</li> </ul>		
Minimum Annual Fee:		1,000.00
For the first 2,500 GT:		1,000.00
Each gross tonnage unit over 2,500 GT:		0.0711
		(Per unit GT)
For merchant ships over 37,663 GT:		3,500.00

<sup>2</sup> In either case the name reservation is held for a maximum period of 12 months.

<sup>3</sup> The initial fee will be pro-rated on a monthly basis for commercial ships over 2,500 gross tonnage from the month of registration to the end of December for ships coming onto the Register after 31 January each year. At the discretion of the Authority, up to 50% discount may be given on the annual tonnage fee type 1 if the vessel is locally owned and operated.

Service / Activity	Fee Payable	
	EU€	US\$
(12.B) Annual Tonnage Fee Type 2 <sup>4</sup> -		
• For Merchant Ships of any tonnage:-		
Minimum Annual Fee:		3,450.00
For the first 2,500 GT:		3,450.00
Each gross tonnage unit over 2,500 GT:		0.0711
		(Per unit GT)
For merchant ships over 37,663 GT:		5,950.00
(13) Annual Casualty Investigation Fund		
• For Ships other than Pleasure Yachts:		75.00
(14) Annual Flag State Compliance Fee <sup>5</sup>		
• AFSCF available for merchant ships only		2,450.00
<b>A.4. Transcripts, Deletions and Miscellaneous Services</b>		
(15.A) Issuance of a –		
• Transcript of Register (Existing Vessel);		
• Duplicate Certificate of Registry (Original lost or damaged);		
• New Certificate of Registry following the lapse of a Provisional Certificate of Registry;		250.00
• New Certificate of Registry to extend or replace an Interim Certificate of Registry;		per item
• Certified copy of a document relating to the registration of a ship or mortgage;		
• Issuance of certified copies of documents relating to the registration of a ship		
(15.B) Issuance of a –		
Transcript of Register (online order);		200.00
(16) Deletion of a Ship including issuing of Certificate or Closing Transcript (at the time of deletion) and Closing CSR.		1400.00

<sup>4</sup> Annual Tonnage Fee Type 2 is an annual tonnage fee that includes the same level of services as included in the AFSCF.

<sup>5</sup> AFSCF means an annual fee for merchant ships covering the issuing of ship related dispensations, exemptions, statutory certificates and plan approval of relevant documents. It also includes one general inspection of the vessel in a 5-year period. Additional inspections will be charged at normal rates.

Service / Activity	Fee Payable	
	EU€	US\$
(17) Inspection of Register Book (per inspection)		100.00
(18) Re-processing a document not executed within the specific time frame (e.g. Carving and Marking Note)		100.00
(19) Out of Hours Service Surcharge (in addition to the normal applicable fee):		300.00
		per hour or part thereof
(20) 24hr Service Rush Fee (in addition to the normal applicable fee)		75% of the normal applicable fee
(21) Over-the Counter Service Surcharge (in addition to the normal applicable fee)		100% of the normal applicable fee
(21) Communication and / or faxing of documents (per document)	41.00	50.00
(22) Sending of documents by courier:		
<b>Sent from:</b>	<b>Sent to:</b>	
George Town & USA-	USA, Canada and Caribbean.	60.00
	United Kingdom.	65.00
	Rest of World.	75.00
All other offices-	Within country of origin.	53.30
	Rest of World	61.50

**PART B – OTHER SERVICES**

Service / Activity	Fee Payable	
	EU€	US\$
<b>B.1 Crew Compliance and Safe Manning</b>		
(1) Assessment of application for and initial issuance of a Minimum Safe Manning Document (MSMD)-  • For all vessels:	570.00	690.00
(2) Assessment of application to vary and re-issue an existing MSMD or the renewal of a MSMD upon its expiration, as appropriate-  • For all vessels:	285.00	345.00
(3) Assessment of application for an Endorsement or License recognising a Certificate as valid for service on a Cayman Islands ship and the issuance of an Endorsement or License as appropriate:		300.00
(4) Processing of an application for a Seaman's Discharge Book or other seafarer's document:		100.00
(5) Verification of sea service upon request from a seafarer who has served on a Cayman Islands ship:		100.00
<b>B.2 Supply of Documents and Flags Etc.</b>		
The following documents and publications are available at current prices which can be obtained from the Authority's website ( <a href="http://www.cishipping.com">www.cishipping.com</a> ) or direct from any of the Authority's offices.		
(6) Official Log Book		50.00
(7) GMDSS Radio Log Book		50.00
(8) Oil Record Book Part I (all ships)		50.00
(9) Oil Record Book Part II (Oil Tankers)		50.00
(10) Cargo Record Book (NLS)		50.00
(11) Garbage Record Book		50.00
(12) Cayman Islands Merchant Shipping Legislation	Varies by Instrument	
(13) Cayman Islands Ensign (6 feet by 3 feet)		150.00
(14) Cayman Islands Ensign (8 feet by 4 feet)		200.00
(15) Cayman Islands Ensign (10 feet by 5 feet)		250.00
(16) Cayman Islands Ensign (12 feet by 6 feet)		350.00
<b>B.3 Miscellaneous Administrative Charges</b>		
(17) Faxing of registration documents overseas (per document)		50.00
(18) Sending documents by courier-		
• Where to courier cost is paid by the Authority:		Cost + 10%
• Otherwise:		\$20.50 Admin Charge



**Section 2 – Other Surveys, Inspections and Services for which fees are charged based on the appropriate hourly rate**

*“appropriate” means, in relation to the issue of a ship’s Certificate or Exemption therefrom, the Certificate or Exemption which is required to be issued for the type, size and trading area of the ship concerned, and includes a Convention or non-Convention Certificate, or Exemption, as the case may be.*

SUB-SECTION	SERVICE/ACTIVITY
2.1	Cargo Ship Statutory Surveys and Certificates
2.2	Large Yacht Surveys and Certificates
2.3	Passenger Ship Statutory Surveys and Certificates
2.4	Submersibles, Dynamically Supported Craft (DSC), High Speed Craft (HSC) and Special Purpose (SP) Ships
2.5	International Safety Management (ISM) Code Compliance and Certification
2.6	International Ship and Port Facility Security (ISPS) Code Compliance and Certification
2.7	Maritime Labour Convention and Shipboard Living and Working Conditions
2.8	Navigation Lights Arrangements
2.9	Assessment and Approval of Plans, Booklets and Manuals and similar Documents
2.10	Assessment and Approval of Ship’s Stability
2.11	Exemptions, Authorisations and Extensions regarding Certificates and Surveys
2.12	Miscellaneous Surveys and Services
2.13	Port State Control, Flag State Implementation and Improvement and Prohibition Notices
2.14	Survey for tonnage measurement and issue of appropriate Tonnage Certificate under the Tonnage Regulations for ships of 24m length and above
<p><i>Note that the above items are in summary form and a given item may involve surveys, inspections, and assessments in addition to the issuance of the appropriate Certificate or Exemption.</i></p>	

**Section 3 – Hourly Rates for chargeable time**  
**The hourly rate for chargeable time shall be:**

<b>Hourly Rate</b>	<b>EU €</b>	<b>US \$</b>
(a) Administrative Rate (ADR)	<b>97.00</b>	<b>118.00</b>
(b) Professional Surveyor Rate (PSR)	<b>195.00</b>	<b>236.00</b>
(c) Consultative Rate (COR)	<b>244.00</b>	<b>297.00</b>

*(Note: For guidance only, an exchange rate of US\$1.00 = CI\$0.82 is normally applied when converting between US\$ and CI\$ amounts. This exchange rate is subject to change without notice.*

Where fees are charged on a time expended basis, the hourly rate applied shall be that appropriate to the level at which the work is necessarily carried out, as determined by the Chief Executive Officer, and more than one hourly rate may apply for any survey, service or related activity.

All surveys undertaken by the authority will incur a daily allowance rate of 60CI\$ or €60, when invoiced in CI or € respectively.

Schedule 2 - Vessels other than Merchant Vessels (including Commercial and Pleasure Yachts)  
 1 – SERVICES FOR WHICH FIXED FEES ARE CHARGED PART A – SHIP AND MORTGAGE  
 REGISTRATION AND RELATED SERVICES

Service / Activity	Fee Payable	
	EU€	US\$
<b>A.1. Ship Registration:</b>		
(1) Registration of ships-		
• First registration of a ship;		
• Registration of a Demise Chartered ship transferring IN;		
• Registration Anew or Re-registration of a ship;		
• Interim Registration of a ship <sup>1</sup>		
of gross tonnage up to 500:		600.00
of gross tonnage of 500 and above up to 1,500:		1,000.00
of gross tonnage of 1,500 and above:		1,500.00
:		
(2) Transfer of Registration of a ship between British Registers:-		
of gross tonnage up to 500:		600.00
of gross tonnage of 500 and above up to 1,500:		1,000.00
of gross tonnage of 1,500 and above:		1,500.00
(3) Registration of a Ship Under Construction:		300.00
(4) Registration of Transfer or Transmission of Ownership of a ship of gross tonnage-		
of gross tonnage up to 500:		400.00
of gross tonnage of 500 and above up to 1,500:		500.00
of gross tonnage of 1,500 and above:		600.00
(5) Registration of-		
• Alterations to a registered ship;		250.00
• Change of Name of a registered ship;		
• Change of address or other particulars of a Registered Owner, other than a change of Registered Owner, but including the re-issue of a Certificate of Registry	for each alteration or change	
(6) Authorisation of a "Declaration of Lifeboats and Tenders attached to a ship", where applied for other than at the time of initial registration of the parent ship:		100.00

<sup>1</sup> There will be an additional charge for the issue of the final Certificate of Registry (See item A.(14)).

Service / Activity	Fee Payable	
	EU€	US\$
(7) Re-issuance of a Certificate of Registry to a ship and recording changes in the Register with respect to a pleasure yacht changing status from private to commercial use or <i>vice versa</i> :		350.00
(8) Processing and approval for reservation of a name for a ship-		
• Where application has been made and fees paid for the registration of the ship for which the name is being requested:		0.00
• Where application is otherwise made <sup>2</sup> :		600.00
<b>A.2. Mortgage Registration</b>		
(9) Registration of-		
• A mortgage;		
• The transfer of a mortgage;		
• The transmission of a mortgage; or		500.00
• The discharge of a mortgage.		
(10) Recording of a Priority Notice regarding a mortgage:		200.00
<b>A.3. Tonnage Measurement, Annual Tonnage Fee (ATF), Casualty Investigation Fund and Yacht Flag State Compliance Fee (AYFSCF)</b>		
(11) Survey for tonnage measurement and issue of appropriate Tonnage Certificate under the Tonnage Regulations <sup>3</sup> -		
Under 24 metres in length:		450.00
(12) Annual Tonnage Fee <sup>4</sup> -		
• For Commercial Tenders up to 200GT:		400.00
• For Pleasure Yachts (including those engaged in trade):		
Minimum Annual Fee (for vessels up to 500 GT):		400.00
For the first 1,000 GT:		600.00
Each gross tonnage unit over 1,000GT:	(Per unit GT)	0.20

<sup>2</sup> In either case the name reservation is held for a maximum period of 12 months.

<sup>3</sup> "length" means "TL" as defined in Paragraph 2.

<sup>4</sup> At the discretion of the Authority, up to 50% discount may be given on the ATF if the vessel is locally owned and operated.

Service / Activity	Fee Payable	
	EU€	US\$
(13) Annual Casualty Investigation Fund		
• For Ships other than Pleasure Yachts:		75.00
• For Pleasure Yachts up to 500 GT:		30.00
• For Pleasure Yachts of 500 GT and above:		45.00
(14) Annual Yacht Flag State Compliance Fee <sup>5</sup>		
• Up to 400 GT		7,000.00
• Yachts between 400 and 500 GT		7,500.00
• Yachts over 500 GT		10,500.00
<b>A.4. Transcripts, Deletions and Miscellaneous Services</b>		
(15.A) Issuance of a –		
• Transcript of Register (Existing Vessel);		
• Transcript of Register (Closed Vessel);		
• Duplicate Certificate of Registry (Original lost or damaged);		
• New Certificate of Registry following the lapse of a Provisional Certificate of Registry;		250.00 per item
• New Certificate of Registry to extend or replace an Interim Certificate of Registry;		
• Certified copy of a document relating to the registration of a ship or mortgage;		
• Issuance of certified copies of documents relating to the registration of a ship		
		200.00
(15.B) Issuance of a –		
• Transcript of Register (Online application);		
(16) Deletion of a Ship including issuing of Certificate or Closing Transcript (at the time of deletion) and Closing CSR (if applicable).		
	of gross tonnage up to 500:	600.00
	of gross tonnage of 500 and above up to 1,500:	1,000.00
	of gross tonnage of 1,500 and above:	1,500.00

5 Annual Yacht Flag State Compliance Fee (AYFSCF) means an annual fee for pleasure and commercial yachts covering the statutory surveys/audits/inspections and the issuing of ship related dispensations, exemptions, statutory certificates and plan approval of relevant documents (excluding additional audits/inspections due to change of management companies). AYFSCF is not applicable to vessels certified to the PYC Code and is voluntary for all other yachts.

Service / Activity	Fee Payable	
	EU€	US\$
(17) Inspection of Register Book (per inspection)		100.00
(18) Re-processing a document not executed within the specific time frame (e.g. Carving and Marking Note)		100.00
(19) Out of Hours Service Surcharge (in addition to the normal applicable fee):		300.00
	per hour or part thereof	
(20) 24hr Service Rush Fee (in addition to the normal applicable fee)	75% of the normal applicable fee	
(21) Over-the Counter Service Surcharge (in addition to the normal applicable fee)	100% of the normal applicable fee	
(21) Communication and / or faxing of documents (per document)		50.00
(22) Sending of documents by courier:		
<b>Sent from:</b>	<b>Sent to:</b>	
George Town & USA-	USA, Canada and Caribbean.	60.00
	United Kingdom.	65.00
	Rest of World.	75.00
All other offices-	Within country of origin.	53.30
	Rest of World	61.50

## PART B – OTHER SERVICES

Service / Activity	Fee Payable	
	EU€	US\$
<b>B.1 Crew Compliance and Safe Manning</b>		
(1) Assessment of application for and initial issuance of a Minimum Safe Manning Document (MSMD)-  • For all vessels:	570.00	690.00
(2) Assessment of application to vary and re-issue an existing MSMD or the renewal of a MSMD upon its expiration, as appropriate-  • For all vessels:	285.00	345.00
(3) Assessment of application for an Endorsement or License recognising a Certificate as valid for service on a Cayman Islands ship and the issuance of an Endorsement or License as appropriate:		300.00
(4) Processing of an application for a Seaman's Discharge Book or other seafarer's document:		100.00
(5) Verification of sea service upon request from a seafarer who has served on a Cayman Islands ship:		100.00
<b>B.2 Supply of Documents and Flags Etc.</b>		
The following documents and publications are available at current prices which can be obtained from the Authority's website ( <a href="http://www.cishipping.com">www.cishipping.com</a> ) or direct from any of the Authority's offices.		
(6) Official Log Book		50.00
(7) GMDSS Radio Log Book		50.00
(8) Oil Record Book Part I (all ships)		50.00
(9) Oil Record Book Part II (Oil Tankers)		50.00
(10) Cargo Record Book (NLS)		50.00
(11) Garbage Record Book		50.00
(12) Cayman Islands Merchant Shipping Legislation	Varies by Instrument	
(13) Cayman Islands Ensign (6 feet by 3 feet)		150.00
(14) Cayman Islands Ensign (8 feet by 4 feet)		200.00
(15) Cayman Islands Ensign (10 feet by 5 feet)		250.00
(16) Cayman Islands Ensign (12 feet by 6 feet)		350.00
<b>B.3 Miscellaneous Administrative Charges</b>		
(17) Faxing of registration documents overseas (per document)	41.00	50.00
(18) Sending documents by courier-		
• Where to courier cost is paid by the Authority:		Cost + 10%
• Otherwise:		\$20.50 Admin Charge

**SECTION 2 – OTHER SURVEYS, INSPECTIONS AND SERVICES FOR WHICH FEES ARE CHARGED BASED ON THE APPROPRIATE HOURLY RATE**

*“appropriate” means, in relation to the issue of a ship’s Certificate or Exemption therefrom, the Certificate or Exemption which is required to be issued for the type, size and trading area of the ship concerned, and includes a Convention or non-Convention Certificate, or Exemption, as the case may be.*

SUB-SECTION	SERVICE/ACTIVITY
2.1	Cargo Ship Statutory Surveys and Certificates
2.2	Large Yacht Surveys and Certificates
2.3	Passenger Ship Statutory Surveys and Certificates
2.4	Submersibles, Dynamically Supported Craft (DSC), High Speed Craft (HSC) and Special Purpose (SP) Ships
2.5	International Safety Management (ISM) Code Compliance and Certification
2.6	International Ship and Port Facility Security (ISPS) Code Compliance and Certification
2.7	Maritime Labour Convention and Shipboard Living and Working Conditions
2.8	Navigation Lights Arrangements
2.9	Assessment and Approval of Plans, Booklets and Manuals and similar Documents
2.10	Assessment and Approval of Ship’s Stability
2.11	Exemptions, Authorisations and Extensions regarding Certificates and Surveys
2.12	Miscellaneous Surveys and Services
2.13	Port State Control, Flag State Implementation and Improvement and Prohibition Notices
2.14	Survey for tonnage measurement and issue of appropriate Tonnage Certificate under the Tonnage Regulations for ships of 24m length and above
<p><i>Note that the above items are in summary form and a given item may involve surveys, inspections, and assessments in addition to the issuance of the appropriate Certificate or Exemption.</i></p>	



### SECTION 3 – HOURLY RATES FOR CHARGEABLE TIME

The hourly rate for chargeable time shall be:

Hourly Rate	EU €	US \$
(a) Administrative Rate (ADR)	<b>97.00</b>	<b>118.00</b>
(b) Professional Surveyor Rate (PSR)	<b>195.00</b>	<b>236.00</b>
(c) Consultative Rate (COR)	<b>244.00</b>	<b>297.00</b>

*(Note: For guidance only, an exchange rate of US\$1.00 = CI\$0.82 is normally applied when converting between US\$ and CI\$ amounts. This exchange rate is subject to change without notice.*

Where fees are charged on a time expended basis, the hourly rate applied shall be that appropriate to the level at which the work is necessarily carried out, as determined by the Chief Executive Officer, and more than one hourly rate may apply for any service or related activity.

All travel undertaken by the authority will incur a daily allowance rate of 60CI\$ or €60, when invoiced in CI or € respectively.

## 5. Requests for information outside the Publication Scheme

---

Information held by the Maritime Authority of the Cayman Islands that is not published under this scheme can be requested in writing and should be addressed to:

Manager, Information - FOI  
Maritime Authority of the Cayman Islands (MACI)  
3<sup>rd</sup> Floor Government Administration Building  
133 Elgin Avenue, George Town  
PO Box 2256  
Grand Cayman KY1-1107  
Cayman Islands

Fax: +1 345 949-8849  
Email: [foi@cishipping.com](mailto:foi@cishipping.com)

Monday – Thursday, 8.30am – 5pm | Friday, 8.30am - 4pm

Requests will only be accepted in writing and can be sent via fax, email, post or hand delivered. Please include a name, mailing or email address. Kindly indicate the format in which you wish to receive the information you have requested, e.g. photocopies or scanned copies. Your request will be considered in accordance with the provisions of the FOI Law.

See: [www.cishipping.com](http://www.cishipping.com) - FOI - Making a Request

## 6 Complaints

---

The Maritime Authority of the Cayman Islands aims to make our publication scheme easy to use, and to ensure our information is accessible to the public.

If you wish to complain about any aspect of this publication scheme you may contact our Information Manager who will try to resolve your complaint as quickly as possible. Also, if you are dissatisfied with our response, you are entitled to an internal review. Please contact:

Physical address:

Manager, Information - FOI  
Maritime Authority of the Cayman  
Islands (MACI)  
3<sup>rd</sup> Floor, Government Administration  
Building,  
133 Elgin Avenue,  
George Town

Mailing address:

Manager, Information - FOI  
Maritime Authority of the  
Cayman Islands (MACI)  
PO Box 2256  
Grand Cayman KY1-1107  
Cayman Islands

Tel: +1 345 949-8831  
Fax: +1 345 949-8849  
Email: [foi@cishipping.com](mailto:foi@cishipping.com)

Monday – Thursday, 8.30am – 5pm | Friday, 8.30am - 4pm

Please also see [www.cishipping.com](http://www.cishipping.com) Making a Complaint for our complaints process.

You have legal rights to access information under this scheme, and a right to complain to the Information Commissioner if you are dissatisfied with our response.

Physical address:

Information Commissioner's Office,  
2nd Floor, Elizabethan Square,  
Building 1  
George Town, Grand Cayman

Mailing address:

Information Commissioner's  
Office,  
PO Box 1375  
Grand Cayman KY1-1108  
Cayman Islands

Tel: +1 345 747 5402  
Fax: + 1 345 949 2026  
Email: [appeals@ico.gov.ky](mailto:appeals@ico.gov.ky)

Monday - Friday, 9:30am - 4:00pm

## 7. Categories of information

---

- About us
- Finance & Administration
- Decisions & Recommendations
- Strategic Management
- Policies & Procedures
- Our Services & FAQ

### ABOUT US

---

The Maritime Authority of the Cayman Islands (MACI) is a statutory corporation formed as a separate legal entity under the Maritime Authority of the Cayman Islands Law (2005) which came into effect on July 1, 2005. The Authority is wholly-owned by the Government of the Cayman Islands but governed by a Board of Directors appointed by the Governor of the Cayman Islands.

#### Ministry

Ministry of Financial Services, Commerce and Environment (FS&E).

#### Principal Officers and Key staff

Chief Executive Officer: A. Joel Walton

Divisional Heads:

Executive Director Commercial Services:	Kenrick Ebanks
Executive Director of Global Safety and Compliance:	Greg Evans
Director Global Operations:	Osbert Francis
Director Human Resources and Admin:	Glenda Dilbert-Davis

#### Information manager

Information Manager: Nicola Moore-Gothár

Designate: Osbert Francis

#### Organisation and functions

As the national maritime administration for the Cayman Islands, the Maritime Authority of the Cayman Islands (MACI) facilitates the development of Cayman as an international maritime centre and helps foster a dynamic environment that supports its clients' efforts to maximise their respective stakeholders' growth opportunities and returns in global shipping; whilst promoting compliance with international standards, regional agreements, and Cayman's legislation in the areas of maritime safety and security, marine environmental pollution prevention, and social responsibility, particularly in respect to seafarers' welfare.

#### Global Offices

Head Office – Grand Cayman  
European Regional Office – Southampton, U.K.

#### Global Network of Representatives

Representative – Brazil	Representative – Aberdeen
Representative – China	Representative – London
Representative – France	Representative – Philippines
Representative - Germany	Representative – Singapore
Representative – Greece	Representative –South Africa
Representative – Italy	Representative –Netherlands
Representative – Japan	Representative – U.S.A.
Representative - Panama	

#### Boards and committees

Please request information relating to boards and committees in writing. Your request will be considered in accordance with the provisions of the FOI Law.

Name	Meetings
Cayman Islands Ship-owners Advisory Council	Annually
Cayman Island Shipowners' Advisory Council – Yacht Committee	Annually
Marine Patrol Strategy Workgroup	Bi-annually
Maritime (Shipping) Sector Consultative Committee	Quarterly
Maritime Authority Board of Directors	Quarterly
Red Ensign Group Conference	Annually

## **STRATEGIC MANAGEMENT**

---

Administering the Authority's operations at the organisational level; developing business plans and corporate policy; setting long-term goals and objectives; evaluating the agency's overall performance and progress towards established targets; managing programs to improve business processes and ensure consistent service delivery; preparing or revising laws and other regulatory instruments that affect the Authority's functions and responsibilities; obtaining legal advice from external sources.

### ***Copies of all Laws and Regulations available at cost from the Maritime Authority of the Cayman Islands:***

#### **1. Primary Legislation:**

- (a) The Merchant Shipping Law (2016 Revision)
- (b) The Merchant Shipping (Marine Pollution) Law, 2001
- (c) The Maritime Authority Law (2008 Revision)

#### **2. Regulation Made Under the Current Merchant Shipping Law and the Current Marine Pollution Law:**

- (a) The Merchant Shipping (Returns of Births and Deaths) Regulations, 2004
- (b) The Merchant Shipping (Classes of Ships) Regulations, 2002
- (c) The Merchant Shipping (Carriage of Packaged Irradiated Nuclear Fuel Etc) (INF Code) Regulations, 2003
- (d) The Merchant Shipping (Certification of Ships' Cooks) Regulations, 2004
- (e) The Merchant Shipping (Classes of Ships) Regulations, 2002
- (f) The Merchant Shipping (Prevention of Collisions and Use of Distress Signals) Regulations, 2003
- (g) The Merchant Shipping (Counting and Registration of Persons on Board Passenger Ships) Regulations, 2002
- (h) The Merchant Shipping (Entry into Dangerous Spaces) Regulations, 2004
- (i) The Merchant Shipping (Registration Fees) Regulations, 2006
- (j) The Merchant Shipping (Guarding Of Machinery and Safety of Electrical Equipment) Regulations, 2004
- (k) The Merchant Shipping (Load Line) Regulations, 2002
- (l) The Merchant Shipping (Certification, Safe Manning, Hours of Work and Watchkeeping) Regulations, 2002
- (m) The Merchant Shipping (Certification, Safe Manning, Hours of Work and Watchkeeping) (Amendment) Regulations 2003
- (n) The Merchant Shipping (Marine Pollution) Regulations, 2004
- (o) The Merchant Shipping (Means of Access) Regulations, 2004
- (p) The Merchant Shipping (Medical Examination) Regulations, 2002
- (q) The Merchant Shipping (Carriage of Nautical Publications) Regulations, 2002
- (r) The Merchant Shipping (Port State Control) Regulations, 2003
- (s) The Merchant Shipping (Registration of Ships) Regulations, 2002
- (t) The Merchant Shipping (Marine Pollution) (Reporting of Incidents Involving Harmful Substances) Regulations, 2004
- (u) The Merchant Shipping (Safety of Navigation) Regulations, 2004

- (v) The Merchant Shipping (Tonnage) Regulations, 2002
- (w) The Merchant Shipping (Vessels in Commercial Use for Sport or Pleasure) Regulations, 2002
- (x) The Merchant Shipping (Pleasure Yachts Carrying Passengers) Regulations 2011

**3. Regulations Made Under Earlier Merchant Shipping Law and Marine Pollution Law but Retained Under Current Laws:**

- (a) The Merchant Shipping (Control of Pollution by Noxious Liquid Substances in Bulk)(Cayman Islands) Regulations 1988
- (b) The Merchant Shipping (BCH Code) (Cayman Islands) Regulations, 1988
- (c) The Merchant Shipping (IBC Code) (Cayman Islands) Regulations, 1988
- (d) The Merchant Shipping (Crew Accommodation) (Cayman Islands) Regulations, 1988
- (e) The Merchant Shipping (Prevention of Pollution by Garbage) (Cayman Islands) Regulations, 1988
- (f) The Merchant Shipping (Submersible Craft Construction, Equipment and Survey)(Cayman Islands) Regulations 1991
- (g) The Merchant Shipping (Submersible Craft Operations) (Cayman Islands) Regulations, 1991
- (h) The Merchant Shipping (Provisions and Water) (Cayman Islands) Regulations, 1989
- (i) The Merchant Shipping (Repatriation) (Cayman Islands) Regulations, 1989
- (j) The Merchant Shipping (Crew Agreements, List of Crew and Discharge of Seamen) Regulations, 1992

***Copies of all other Laws and Regulations available at cost from the Legislative Assembly:***

**4. Other Laws:**

- (a) The National Archive and Public Records Law (2015)
- (b) The Freedom of Information Law (2007)
- (c) The Cayman Islands Constitutional Order (2009)
- (d) The Evidence Law (2007 Revision)
- (e) The Electronics Transactions Law (2003 Revision)
- (f) The Limitations Law (1996 Revision)

**Corporate management**

Annual report  
 Press Releases  
 Audit reports  
 Statistics  
 Plans for business continuity  
 Disaster recovery  
 Minutes of meetings

**FINANCE & ADMINISTRATION**

Administering the Authority's internal functions and managing its resources efficiently and effectively. Includes the management of monetary resources; material resources; human resources; information resources; and relationships with clients, the public and other government agencies.

### **Financial management**

Documents relating to the administration of the Authority's monetary resources – including projected and actual income and expenditure; tendering; procurement; and contracts.

Annual budget

Credit Card Authorisation

Public Management and Finance Law (2005 Revision)

Public Management and Finance (Amendment) Law, 2009

***Copies of all Laws and Regulations available at cost from the Legislative Assembly.***

### **Administration**

Documents relating to other administrative functions carried out within the Authority – including buildings, equipment & vehicles; communications; human resources; information & technology management.

Disposal schedule

Records Management file plan (Draft only)

***Copies of these documents will not be available until final.***

### **POLICIES & PROCEDURES**

---

Current written protocols used by the Authority for carrying out functions, activities and delivering services.

Complaints-handling procedure

Employee and Office Policies Handbook

Cayman Maritime Employment Application

Information Management policy

### **DECISIONS & RECOMMENDATIONS**

---

This information is covered under MACI Corporate.

### **LISTS & REGISTERS**

---

Information held on the Register, including mortgage details, is considered to be available, for a fee, to anyone. Persons may inspect the Register at Head Office (George Town) between normal office hours or we can provide the information in the form of a document called a "Transcript of Registry".

Shipping Registry

Statistics

Specialized reports can be created to collate specific information, when necessary

### **OUR SERVICES**

---

The Maritime Authority of the Cayman Islands (MACI) is a statutory corporation formed as a separate legal entity under the Maritime Authority of the Cayman islands Law, 2005, which came into effect on 1 July, 2005.

Below is a list of Publications available listed under MACI Divisions:

#### **Registration**

*Serving both pleasure yachts and commercial shipping interests.*

A Guide to Vessel registration

Cayman Registry, A Brief Overview Presentation

Vessel Name Proposal and Reservation

Appointment of an Authorised Person

Vessel Registration in the Cayman Islands  
Application for Miscellaneous Services

**Crew Compliance**

*Ensuring that a ship is safely manned and the crew properly trained, certified and medically fit to work on Cayman ships.*

Endorsement Application  
Seaman's Discharge Book  
Safe Manning Application (Ships)  
Safe Manning Application (Yachts)

**Survey and Certification**

*Professional survey services to Cayman-registered vessels globally, and to new builds of another Flag, to ensure these ships are built and maintained in accordance with international and domestic legislation.*

Request for Services  
Request for the issue of a Continuous Synopsis Record

Shipping Notices

<http://www.cishipping.com/policy-advice/shipping-notices>

Further Information is available on the Maritime Authority of the Cayman Islands' website:  
[www.cishipping.com](http://www.cishipping.com)

Should you not have access to a computer or the internet, the Maritime Authority of the Cayman Islands will provide access via an office computer. Please call and organise a visit:

Tel: +1 345 949-8831  
Fax: +1 345 949-8849

Manager, Information - FOI  
Maritime Authority of the Cayman Islands  
3<sup>rd</sup> Floor, Government Administration Building  
133 Elgin Avenue, George Town

Monday – Thursday, 8.30am – 5pm | Friday, 8.30am - 4pm

All other information can be purchased through the Maritime Authority of the Cayman Islands.

## FREQUENTLY ASKED QUESTIONS

---

[www.cishipping.com](http://www.cishipping.com)

### REGISTRATION

---

#### **Can I have an Official Number and Call Sign allocated before vessel registration?**

Yes, provided that Cayman is in receipt of the application forms and relevant fees. This facilitates the simultaneous marking of a vessel, the submission of an application for Ship Radio Station Licence, and other related items.

#### **Can you complete the registration of a vessel with a copy of evidence of title documents such as a Bill of Sale for an existing vessel or a Builder's Certificate for a new vessel?**

Yes. All registration documentation may be provided either in original form or in faxed form accompanied by an Undertaking to deliver the originals to Cayman within 7 days.

#### **How long does the vessel registration process take?**

Under normal circumstances, transactions are completed within 24 hours of receipt of all of the forms, required documentation and applicable fees. E-mail [registration@cishipping.com](mailto:registration@cishipping.com) and use fax +1 345 949-8849.

#### **Can the Shipping Registry transaction be done today?**

Yes. By pre-arrangement, and for an additional service charge, we also offer an "over-the-counter" service whereby transactions may be completed "on-the-spot" by presenting, in person, the required forms, supporting documentation and applicable fees to Cayman. E-mail [registration@cishipping.com](mailto:registration@cishipping.com) and use fax +1 345 949-8849.

#### **Can vessel and mortgage registrations be done at any time other than within normal opening hours?**

Yes. Cayman can provide a 24-hour registration and mortgage registration service for all vessels such as tankers, bulk carriers, and commercial yachts, by pre-arrangement with Cayman. For this "out-of-office service", available outside normal office hours, there is an additional fee. E-mail [registration@cishipping.com](mailto:registration@cishipping.com) and use fax +1 345 949-8849.

#### **Is the Certificate of Survey from a previous Shipping Registry acceptable for vessel registration purposes?**

Yes, provided that it has all of the information required by Cayman and that it has been issued by one of the seven Classification Societies authorised by Cayman.

#### **Can I inspect the Shipping Register?**

Yes. All information held on the Register, including mortgage details, is considered to be available, for a fee, to anyone. Persons may inspect the Register at Head Office (George Town) between normal office hours or we can provide the information in the form of a document called a "Transcript of Registry".

#### **Can I have a copy of the Certificate of Registry for a vessel?**

The documentation held on a vessel registration file is available only to the registered owner (or his/her authorised representatives) therefore no such documentation is available to third parties except for a "Transcript of Registry"



## **Can I submit vessel registration forms, supporting documentation and mortgage documents at locations other than Head Office?**

Yes. All can be faxed to +1 345 949-8849 and supported by a Notarised Undertaking to deliver the originals to Cayman within 7 days of the date of registration. Additionally, mortgages and their related documents may be physically delivered at four other depositories worldwide.

## **CREW COMPLIANCE**

---

### **How do I apply for a Cayman Islands Endorsement and what is the supporting documentation that is required?**

See [Applying for an Endorsement](#).

<http://www.cishipping.com/services/seafarers/cayman-islands-endorsement>

### **How long does it take for the application for an Endorsement to be processed?**

If all required supporting documents and the relevant fees have been included it will take 3 to 5 working days from the day an application has been received.

### **I have a Yachtmaster Offshore/Ocean ticket, can I obtain a Cayman Endorsement?**

We do not issue STCW endorsements in recognition of the Yachtmaster Offshore/Ocean certificates of competency since these are not certificates awarded in accordance with the STCW 1978, as amended. However, we can recognise them as certificates to serve on Cayman vessels up to a certain gross tonnage (for deck watch ratings up to 3,000 GT, unlimited; Master up to 200 GT for less than 150 miles from a safe haven; Chief Mate up to 500 GT for less than 150 miles from a safe haven; and Officer of the Watch up to 500 GT, unlimited distance from a safe haven). In addition, you will need a Seaman's Discharge Book (SDB) and therefore you will need to apply for a SDB in order to obtain the recognition of your certificate.

### **What documents do I need to submit for an endorsement application?**

Endorsements are only able to be issued for certificates relating directly to the STCW convention. The documents you will need to submit are:

- The completed application form
- 2 photos
- Copies of - COC all pages  
Medical Certificate  
Passport  
GMDSS Certificate if applicable

### **May I obtain a Cayman Seaman's Discharge Book (SDB)?**

Only Seafarers that are employed or have been offered employment on Cayman Islands Vessels can be issued Seaman's Discharge books.  
See Applying for a SDB.

### **Where should I send my completed application for a Cayman Endorsement, Seaman's Discharge Book, Minimum Safety Manning Document or Dispensation?**

Applications can be sent to the following Offices:

- George Town – Grand Cayman
- Fort Lauderdale - USA
- Singapore

Please find addresses under the [Contact Us](#) link at the bottom of the home page.  
Please only send in copies of documents not originals.

**The ship I am going to join has been issued with a Minimum Safe Manning Document which requires a Second Engineer holding a R.III/2 (Y2) Certificate of Competency. May I obtain some form of dispensation since I possess a MCA C/Eng Y4 (III/3) Certificate of Competency.**

Article VIII of the STCW Convention 1978, as amended, regulates the issue of a dispensation by a Flag State, however, the Convention stresses “in circumstances of exceptional necessity” and therefore a continuing difficulty to crew a vessel with fully-qualified personnel does not qualify for dispensation.

#### **How do I make a payment for a Discharge Book or Endorsement?**

The Credit Card authorization form is to be included with the other copies of documents submitted to one of the offices. It can be found under at [www.cishipping.com](http://www.cishipping.com).

#### **From which countries are Endorsements and Medicals accepted by the Cayman Islands?**

Please refer to **Shipping Notice 05-2011 (Rev 4)** and the **Manning Policy Manual** for the most up to date lists.

### **MERCHANT SHIP SURVEY AND AUDIT**

---

#### **How can I contact a surveyor?**

Call The Head Office on +1 345 949-8831 or send an e-mail to [survey.ky@cishipping.com](mailto:survey.ky@cishipping.com) or [survey.uk@cishipping.com](mailto:survey.uk@cishipping.com)

#### **What if I have an emergency?**

Call The Head Office on +1 345 949-8831. Outside of normal office hours, on weekends and public holidays a recorded message will give details of how to contact a Cayman surveyor on duty.

#### **Does our commercial vessel require to be surveyed prior to registration?**

Yes. Prior to accepting a commercial vessel for registration, a Merchant Ship Flag-in Matrix “scoring” system is used by Cayman to ensure that the vessel meets minimum safety and operational standards. Generally vessels over 15 years old or those vessels with a medium to high score may require a pre-registration survey, depending on the particular case.

#### **What surveys and audits can be carried out by the vessel’s classification society at Flag-in?**

Providing the vessel has a low Merchant Ship Flag-in Matrix score (50 or less) surveys and audits at flag-in may be delegated to the relevant classification societies.

#### **Can a classification society surveyor/auditor carry out ISM and/or ISPS Code audits on my company or ships?**

Only in very exceptional circumstances will Cayman authorise classification societies to carry out these audits. Cayman endeavours to carry out all such audits using its own fully trained and experienced auditors.

#### **How much does a survey cost?**

See Notice of Fees and Charges <http://www.cishipping.com/policy-advice/shipping-notice>

## **Does Cayman issue Ship Radio Station Licences?**

Ship Radio Station Licences for Cayman-registered ships are all issued by the Cayman Islands Information & Communications Technology Authority (ICTA). On-island assistance with your application for a Ship Radio Station Licence is also available from [survey.ky@cishipping.com](mailto:survey.ky@cishipping.com) or [survey.uk@cushipping.com](mailto:survey.uk@cushipping.com).

## **Do I need to report an accident to my vessel?**

Yes. Under Section 159 of The Merchant Shipping Law (2005 Revision), the Owner or Master is required to report any accident resulting in loss of life or serious injury to any person. Also, the Owner or Master is required to report any material damage to the vessel which may affect its seaworthiness.

## **Do I need to keep an official log book?**

Yes. Under Section 140 (1) of The Merchant Shipping Law (2005 Revision), all Cayman ships are required to keep an official log book. An official log book can be obtained by shopping online

([https://online.cishipping.com/portal/page?\\_pageid=4362,7343543&\\_dad=portal&\\_schema=PORTAL](https://online.cishipping.com/portal/page?_pageid=4362,7343543&_dad=portal&_schema=PORTAL))

or by contacting our Head Office or our European Regional Office in the UK.

## **Where can I get an official log book?**

An official log book can be obtained by shopping online

([https://online.cishipping.com/portal/page?\\_pageid=4362,7343543&\\_dad=portal&\\_schema=PORTAL](https://online.cishipping.com/portal/page?_pageid=4362,7343543&_dad=portal&_schema=PORTAL))

or by contacting our Head Office or our European Regional Office in the UK. In addition to the official log book, we also supply oil record books, garbage record books, and GMDSS log books. We do not supply deck log books or engine room log books but these can be purchased from various maritime documentation suppliers.

## **LARGE COMMERCIAL YACHT AND SURVEY AND AUDIT**

---

### **What is the Code of Practice for Safety of Large Commercial Sailing and Motor Vessels?**

This Code of Practice was introduced in 1998 (as an equivalent approach) to address the requirements of SOLAS, International Load Line Convention (LL 66) and the STCW Convention in a yacht-specific manner. IMO Circular letter 1966 dated 27th July 1997 gave effect to the Code as equivalence on an international basis.

### **How does the Code of Practice for Safety of Large Commercial Sailing and Motor Vessels relate to the term LY1 and LY2?**

LY1 is the abbreviated term used to refer to the original Large Commercial Yacht Code which came into effect in December 1998. LY2 is the abbreviated term for the revised Code, which came into effect in September 2004

### **When do I need to comply with the Code of Practice for Safety of Large Commercial Sailing and Motor Vessels?**

When the yacht is engaged in trade/commercial activities, such as chartering-out.

**Can I comply with the Code of Practice for Safety of Large Commercial Sailing and Motor Vessels on a voluntary basis?**

Yes, many owners will build to the Code or bring their yachts into the Code, for a number of reasons, including the peace of mind of knowing their yacht complies with an internationally recognised safety standard. Other reasons include vessel resale value maximisation and risk management issues such as risk mitigation.

**What are the requirements for maintaining Large Commercial Yacht Certificates once these are issued?**

Large Commercial Yacht Certificates are valid for a maximum of 5 years subject to periodic inspections followed by a renewal survey at the end of the 5 years.

**What happens if the periodical vessel inspections are not carried out?**

The periodic inspections can be carried out within 3 months either side of the anniversary date, which corresponds to the expiry date of the certificate otherwise the certificate becomes invalid.

**Does the yacht have to be on the Commercial Vessel Register to be able to Charter?**

No, the vessel may remain on the Pleasure Yacht Register, but the yacht must have valid Large Commercial Yacht Certificates appropriate to the size of the vessel and be manned in accordance with Cayman Manning Regulations and LY2 requirements.

**Can a yacht switch between Commercial Vessel and Pleasure Yacht Registration on a regular basis?**

Yes. However, a yacht can only be issued with one Certificate of Registry at a time. In order for the yacht to be registered as a commercial vessel it must be in possession of valid certificates appropriate to its size. For yachts over 500 GT, this includes, but is not limited to, a Safety Management Certificate, an International Ship Security Certificate, a Continuous Synopsis Record and a Minimum Safe Manning Document. These Certificates must remain valid for the duration of the period that the yacht remains registered as a commercial vessel. The Certificate of Registry which is not in current use must be returned to Cayman but can then be re-issued on application.

**Does the MARPOL Convention apply to Yachts?**

Yes, MARPOL applies to all vessels, commercial and pleasure, however only yachts over 400 GT are required to be certificated.

**Is the COLREG applicable to Yachts?**

Yes, the Convention on the International Regulations for Preventing Collisions at Sea (COLREG), prescribes safe measures for visibility, navigation and sound signalling to ensure safe navigation for all users of the world's oceans.