

Zanzibar Maritime Authority

Standard Operating Procedure for Investigation of Marine Casualties and Marine Incidents

1. Purpose

The purpose of this procedure is to provide guidance on investigation of marine casualties and incidents.

2. Authority

The procedure is based on the authorities granted under the Maritime Transport Act, No.5 of 2006.

Zanzibar Maritime Authority is Marine Safety investigation Authority.

3. Background

Marine casualty may cause loss of life, ship and marine pollution. The impact of marine casualty is mitigated by timely and accurate reports identifying the circumstances and causes of marine casualty. The Procedure puts in place mechanisms on investigation of marine casualty and marine incidents.

4. Scope

This procedure is applicable to ZMA, Tanzania Zanzibar Ships, Master of ship, Ship Manager/ Owner, Harbour Master, KMKM, TPDF Navy Command, MRCC, Fire Brigade and Rescue Service of Zanzibar, Police Marine, Zanzibar Disaster Management Commission and ROs.

The procedure shall come into effect on the date of approval of the Board of Director of ZMA.

5. Responsibility

The Director General (DG) of Zanzibar Maritime Authority (ZMA) is responsible for the development, implementation, maintenance and continuous improvement of this procedure.

The Director of Safety and Security (DSS) is responsible for ensuring the implementation and promotion of this procedure.

The officer in-charge for the implementation of this procedure is the Head Marine Casualty Investigation (HMCI) whose address is:

Head Marine Casualty Investigation

P.O.BOX 401

Zanzibar

Tanzania

Mizingani Road opposite Zanzibar Ports Corporation

Phone No: +255242236795

info@zma.go.tz

7 Procedures for conducting investigation of marine casualty and incidence

7.1 Registrar of ship appoint inspector to conduct preliminary inquiry into the marine casualty and incidence.

7.2 Inspector conducts preliminary inquiry, collect initial information to determine the seriousness of the casualty, types of ships and cargo involved. Initial information are:

- Name of the ship and its Flag State
- IMO Ship identification Number
- Nature of marine casualty
- Location of marine casualty
- Time and date of marine casualty
- Number of any seriously injured or killed person

- Consequences of marine casualty to individuals, property and the environment and;
- Identification of any other ship involved

7.3 Inspector conducts Safety Investigation into very serious marine casualty under the following steps.

- Visit and manage the site or area of the scene
- Present identity card to the investigated personnel
- Held start up meeting to share knowledge among the investigator and develop investigation plan
- List items related to marine casualty or incident
- Review ships documents, records and procedures
- Collection of evidence including documentary and physical evidence and interviewing witnesses,
- Discussing the matter with seafarers, relevant staff including of Flag-State and Port-State surveyors, coastguard officers, vessel traffic service operators, employees of search and rescue teams, pilots and other persons;
- Expert to examine causality items (ships parts and pollution substances)
- Make video recordings and audio recordings during investigatory activities

7.4 Master, Ship Manager/ Owner, Vessel Traffic Services (VTS) officer collect, preserve and submit material information (from VDRs, Charts and Log Book) to the Marine Safety Investigation Committee (MSIC), as may be required.

7.5 Maritime Rescue Coordination Centre (MRCC) preserves and submits to the MSIC information from Automatic Identification System (AIS), Situation Reports (SITREP), Pollution Report, audio recordings and video recordings.

- 7.6** MSIC interview persons particularly seafarers as soon as possible after a marine casualty or incident
- 7.7** Master fill the forms (Master's report on marine casualty or incident and personal data sheet in hardcopy or electronic and submit to the Committee:
- 7.8** MSIC prepare Investigation Report in accordance with Code and send a copy to appointing Authority.
- 7.9** ZMA submit to IMO and publish the report within 12 months in the homepage of the ZMA (www.zma.go.tz).
- 8** MSIC conduct additional or repeat investigation and supplement the existing report or prepare new report in case of new facts are revealed.

Definitions

Marine Safety Investigation Committee (MSIC) means an investigation Committee established under the Maritime Transport Act of 2006 (Marine Casualty Investigation) Regulations 2019.

Automatic Identification System (AIS) – an automated radio-technical system, which operates in the VHF range and which is used for the identification of ships and navigation equipment, the determination of the location thereof and mutual data exchange.

Shipping Company means the owner of the ship or any other legal or natural person (such as the manager, or the bareboat charterer) who has assumed the duties and responsibility for operation of the ship from the ship owner, including all the duties and liability imposed by the International Management

Code for the Safe Operation of Ships and for Pollution Prevention.

Seafarer means any person engaged on board a ship in any position.

Voyage Data Recorder (VDR)– a ship device, which automatically records and stores information regarding movement parameters of the ship, the location of the ship, the physical state thereof, the surrounding environment, as well as records and stores conversations on the navigation bridge in the form of an audio recording;

Approved by the Board of ZMA on this day of
.....2019

Signature.....

Chairman of BoD

Signature.....

Director General of ZMA

Annex 1

Date...../...../.....

Master’s Report on Marine Casualty/Incident

Filing in and signing of this report form do not cause any liability against the person who has filled in and signed it or against any other person

<i>Name of the ship</i>
<i>Ship’s voyage from</i> _____ <i>to</i> _____
<i>Type of casualty/incident</i>
<i>Place of casualty/incident</i>
<i>Time and date of casualty/incident</i>

1. Data about the ship	
<i>Flag State</i>	<i>Type of the ship</i>
<i>IMO Identification Number</i>	<i>Port of registry</i>
<i>Call signal</i>	<i>Registration No.</i>
<i>Place and date of building</i>	<i>Construction material</i>
<i>Absolute length</i>	<i>Absolute breadth</i>
<i>Gross tonnage</i>	<i>Net tonnage</i>
<i>Deadweight</i>	<i>Displacement at the time of casualty/incident</i>

2. Inspections	
<i>Classification society/data of last inspection</i>	
<i>Last inspection of Port State Control/Flag State Control</i>	
<i>Ship’s/master’s phone, fax number; e-mail address</i>	

3. Ship’s owner/operator/charterer/agent	
<i>Owner/operator/charterer (name, address, phone, fax number, e-mail address)</i>	

<i>Agent (name, address, phone, fax number, e-mail address)</i>	
4. Weather conditions (at the time of casualty/incident)	
<i>Wind (direction and speed)</i>	<i>Water surface state</i>
<i>Visibility</i>	<i>Clouds/rainfall</i>
<i>Water temperature</i>	<i>Air temperature</i>
5. Main engine/Propulsion	
<i>Main engine type, power (HP/kW)</i>	
<i>Type/number of propeller</i>	<i>Direction of rotation</i>
<i>Ship's speed/speed at the time of casualty/ incident</i>	<i>Draft at the time of casualty/incident</i>
6. Manoeuvring units	
<i>Type of rudder</i>	<i>Maximum rudder angle/speed</i>
<i>Type of automatic pilot</i>	<i>In <input type="checkbox"/> Yes <input type="checkbox"/> No operation</i>
<i>Bow/stern thrusters' type and number</i>	<i>Output</i>
<i>Table of manoeuvring particulars</i>	<i>[<input type="checkbox"/>] <input type="checkbox"/> Not attached <i>Attached</i></i>
7. Navigational and radio equipment	
<i>Magnetic/Gyro compass</i>	
<i>Radar/ARPA</i>	
<i>GPS</i>	
<i>GMDSS installation</i>	
<i>AIS equipment</i>	
<i>Voyage data recorder (VDR)</i>	
<i>Other installations</i>	
8. Ship's cargo	
<i>Type of cargo/stowage</i>	
9. Ship's fuel, ballast, stores	
<i>Fuel (type and amount)</i>	
<i>Lubricants, hydraulic oil (type and amount)</i>	
<i>Ballast information</i>	

<i>Other stores</i>				
10. Navigational charts, publications, others <i>(number/issued by/year of print/last correction)</i>				
11. Ship's crew/other persons <i>(as possible witnesses of the casualty/incident)</i>				
<i>Number of crew according to the certificate of minimum safe manning</i>			<i>Actually on board</i>	
<i>Rank</i>				
<i>Name, surname</i>				
<i>Nationality</i>				
<i>Certificate of Competency/ issuing country</i>				
<i>Duration of service on the ships of this company</i>				
<i>Duration of service in this position</i>				
<i>Period on the ship from the beginning of this agreement</i>				
<i>Total sea experience</i>				
12. Description of the casualty/incident <i>(damages to the ship, equipment, injuries etc.)</i>				

If there is insufficient space in any part of this report form for your answers, please use a plain sheet of paper as continuation sheet and attach it to this report. Please indicate on the continuation sheet the sections being expanded

Place

Date

Master's signature