

# **1995-13**      Gibraltar Merchant Shipping (Safety, etc.)

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Subsidiary Legislation made under s.118.

## **Gibraltar Merchant Shipping (Ro-Ro Passenger Ships and High-speed Passenger Crafts on Regular Service) Regulations 2020**

**LN.2020/098**

*Commencement*                      **5.3.2020**

Amending enactments	Relevant current provisions	Commencement date
LN.2020/387	r. 2, Sch. 2	1.1.2021

**Transposing-**  
Directive (EU) 2017/2110

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*In exercise of the powers conferred on it by section 118 of the Gibraltar Merchant Shipping (Safety, etc.) Act, 1993 and all other enabling powers, the Government has made the following Regulations—*

**Title and commencement.**

1. These Regulations may be cited as the Gibraltar Merchant Shipping (Ro-Ro Passenger Ships and High-speed Passenger Crafts on Regular Service) Regulations 2020 and come into operation on the day of publication.

**Interpretation.**

2. In these Regulations, unless the context otherwise requires—

“Administration” means the Maritime Administrator in the case of Gibraltar, and in other cases the person in the relevant flag State holding equivalent responsibilities;

“certificates” means—

- (a) for ro-ro passenger ships and high-speed passenger craft engaged on international voyages, the safety certificates issued under SOLAS 74 or under the High-Speed Craft Code respectively, together with the relevant attached records of equipment and where appropriate exemption certificates and permits to operate;
- (b) for ro-ro passenger ships and high-speed passenger craft engaged on domestic voyages, the safety certificates issued in accordance with the Gibraltar Merchant Shipping (Safety Rules and Standards for Passenger Ships on Domestic Voyages) Regulations 2011 together with the relevant attached records of equipment and where appropriate exemption certificates and permits to operate;

“company” means the organization or person who has agreed to take over all the duties and responsibilities imposed by the International Management Code for Safe Operation of Ships and for Pollution Prevention (the ISM Code) in its up-to-date version or, in cases where Chapter IX of SOLAS Convention does not apply, the owner of the ro-ro passenger ship or the high-speed passenger craft or any other organization” or person, such as the manager, or the bareboat charterer, who has assumed the responsibility for operation of the ro-ro passenger ship or the high-speed passenger craft from its owner;

“competent authority” means the Maritime Administrator;

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“Directive” means Directive (EU) 2017/2110 of the European Parliament and of the Council of 15 November 2017 on a system of inspections for the safe operation of ro-ro passenger ships and high-speed passenger craft in regular service and amending Directive 2009/16/EC and repealing Council Directive 1999/35/EC;

“domestic voyage” means a voyage from the port of Gibraltar within the sea areas classified under regulation 5 of the Gibraltar Merchant Shipping (Safety Rules and Standards for Passenger Ships on Domestic Voyage) Regulations 2011, and includes a voyage where the vessel exceeds these sea areas but returns to Gibraltar within 48 hours of time, without calling at any port of another State;

“flag State” means the State where the ro-ro passenger ship or the high-speed passenger craft is registered;

“high-speed passenger craft” means a high-speed craft as defined in Regulation 1 of Chapter X of the SOLAS Convention, in its up-to-date version as in force at the time of reference, which carries more than 12 passengers;

“High Speed Craft Code” means the ‘International Code of Safety for High Speed Craft’ contained in IMO Maritime Safety Committee Resolution MSC.36(63) of 20 May 1994 or the International Code of Safety for High-Speed Craft, 2000 (2000 HSC Code), contained in IMO Resolution MSC.97(73) of December 2000, in its up-to-date version;

“HSSC” means the IMO Survey Guidelines under the Harmonized System of Survey and Certification, in its up-to-date version;

“inspector” means a qualified inspector;

“Maritime Administrator” means the person appointed under section 3 of the Act;

“Member State” means any State within the European Economic Area and for the purposes of these Regulations includes—

- (a) those non-EU Member States who through their EEA affiliation have agreed to comply with the Directive; and
- (b) Gibraltar;

“owner” includes the company or charterer or any other entity responsible for the operation of a vessel and for safeguarding safety and the environment;

“passenger” means every person carried on a ship other than–

- (a) the master and the members of the crew or other persons employed or engaged in any capacity on the business of the ship; and
- (b) a child under one year of age;

“port authority” means the Gibraltar Port Authority established by section 3 of the Gibraltar Port Authority Act 2005;

“qualified inspector” means a public-sector employee or other person, duly authorised by the Administration to carry out surveys and inspections related to the certificates and fulfilling the criteria of qualification and independence specified in Schedule 5;

“regular service” means a series of ro-ro ferry or high-speed passenger craft crossings operated so as to serve traffic between the same two or more ports, or a series of voyages from and to the same port without intermediate calls, either–

- (a) according to a published timetable; or
- (b) with crossings so regular or frequent that they constitute a recognisable systematic series;

“ro-ro passenger ship” means a seagoing passenger vessel with facilities to enable road or rail vehicles to roll on and roll off the vessel, and carrying more than 12 passengers;

“sea area” shall have the meaning assigned to it by regulation 2(1) of the Gibraltar Merchant Shipping (Safety Rules and Standard for Passenger Ships on Domestic Voyages) Regulations 2011;

“SOLAS Convention” means the International Convention for the Safety of Life at Sea, 1974, together with protocols and amendments thereto, in its up-to date version as in force at the time of reference;

“vessel” means a ro-ro passenger ship or high-speed passenger craft.

#### **Application of these Regulations.**

3.(1) These Regulations apply to all ro-ro passenger ships and high-speed passenger crafts operating–

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- (a) on a regular service between a port of a Member State and a port of a third country where the flag of the vessel is the same as that of the Member State in question; or
- (b) on a regular service on domestic voyages in sea areas in which ships of Class A may operate in accordance with regulation 5 of the Gibraltar Merchant Shipping (Safety Rules and Standards for Passenger Ships on Domestic Voyages) Regulations 2011.

(2) These Regulations do not apply to ro-ro passenger ships and high-speed passenger craft falling under the Merchant Shipping (Port State Control) Regulations 2011.

**Pre-commencement inspections.**

4.(1) The competent authority shall, before a ro-ro passenger ship or high-speed passenger craft starts to operate on a regular service covered by these Regulations, carry out a pre-commencement inspection consisting of-

- (a) verification of the compliance with the requirements set out in Schedule 1; and
- (b) an inspection, in accordance with Schedule 2, to satisfy themselves that the ro-ro passenger ship or high-speed craft fulfills the necessary requirements for safe operation of a regular service.

(2) The pre-commencement inspection under sub-regulation (1) shall be carried out by an inspector.

(3) When requested by the competent authority, companies shall provide evidence of compliance with the requirements of Schedule 1 in advance of but not earlier than 1 month before the pre-commencement inspection.

**Exceptions to the pre-commencement inspection obligation.**

5.(1) In the case of pre-commencement inspections, the competent authority-

- (a) may decide not to apply certain requirements or procedures in required by Schedule 1 and Schedule 2 which are relevant to any annual flag State survey or inspection carried out within the previous 6 months if such relevant procedures and guidelines for surveys specified in HSSC or procedures designed to achieve the same goal have been followed; and

(b) shall transfer the relevant information to the inspection database in accordance with regulation 10.

(2) Subject to sub-regulation (3), if a ro-ro passenger ship or high-speed passenger craft is to be engaged on a regular service, the competent authority may take into account inspections and surveys previously carried out in respect of that ro-ro passenger ship or high-speed passenger craft for operation on another regular service covered by these Regulations.

(3) Sub-regulation (2) shall not apply unless-

- (a) the competent authority is satisfied with that those previous inspections and surveys referred to in sub-regulation (2);
- (b) that they are relevant to the new operational conditions; and
- (c) the inspections referred to in regulation 4(1) do not need to be applied before the ro-ro passenger ship or high-speed passenger craft starts operating on the new regular service.

(4) The competent authority may, at the request of a company, confirm in advance that they agree that the previous inspections and surveys are relevant to the new operational conditions.

(5) Where, due to unforeseen circumstances, there is an urgent need for the rapid introduction of a replacement ro-ro passenger ship or high-speed passenger craft to ensure continuity of service, and sub-regulation (2) does not apply, the competent authority may allow the ro-ro passenger ship or craft to start operating if the following conditions are met-

- (a) a visual inspection and document check raises no concerns that the ro-ro passenger ship or high-speed passenger craft does not fulfil the necessary requirements for safe operation; and
- (b) the competent authority completes the pre-commencement inspection referred to in regulation 4(1) within 1 month.

**Regular inspections.**

6.(1) The competent authority shall once in every 12-month period, carry out-

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- (a) an inspection, in accordance with Schedule 2; and
  - (b) an inspection during a regular service, taking place not before 4 months but not later than 8 months after the inspection referred to in paragraph (a) and covering the items listed in Schedule 3 and what, in the professional judgment of the inspector, constitutes a sufficient number of the items listed in Schedules 1 and 2 to ensure that the ro-ro passenger ship or high-speed passenger craft continues to fulfill all the necessary requirements for safe operation.
- (2) A pre-commencement inspection in accordance with regulation 4 shall be considered to be an inspection for the purposes of sub-regulation (1)(a).
- (3) The inspection referred to in sub-regulation (1)(a) may, at the discretion of the competent authority, be carried out at the same time as, or in conjunction with, the annual flag State survey if the relevant procedures and guidelines for surveys as specified in HSSC or procedures designed to achieve the same goal are followed.
- (4) The competent authority shall carry out an inspection in accordance with Schedule 2 each time the ro-ro passenger ship or high-speed passenger craft undergoes repairs, alterations and modifications of a major character, or when there is a change of management, or a transfer of class.
- (5) Notwithstanding the above provisions of this sub-regulation, if a change of management, or transfer of class takes place, the competent authority may, after taking account of inspections previously carried out in respect of the ro-ro passenger ship or high-speed passenger craft, exempt the ro-ro passenger ship or high-speed passenger craft from the inspection required by sub-regulation (4) only if the safe operation of the ro-ro passenger ship or craft is not affected by this change or transfer.

**Inspection report.**

7.(1) On completion of any inspection carried out in accordance with these Regulations, the inspector shall draw up a report in accordance with Schedule 9 of the Merchant Shipping (Port State Control) Regulations 2011 and the master of the ship shall be provided with a copy of the inspection report.

(2) The information contained in the report shall be communicated to the inspection database referred to in regulation 10.

**Rectification of deficiencies, prohibition of departure and suspension of inspection.**



8.(1) The competent authority shall ensure that any deficiencies confirmed or revealed by an inspection carried out in accordance with these Regulations are rectified.

(2) Where the deficiencies are clearly hazardous to health or safety or pose an immediate danger to health or life, the ro-ro passenger ship or high-speed passenger craft, its crew and passengers, the competent authority shall ensure that the ro-ro passenger ship or high-speed passenger craft is subject to an order prohibiting its departure, herein after referred to as a prohibition of departure order and the master shall be provided with a copy of that order.

(3) The prohibition of departure order shall not be lifted until the deficiency has been rectified and the hazard has been removed to the satisfaction of the competent authority or until the competent authority has established that the ship or craft can, subject to any necessary conditions, proceed to sea or resume operation without risk to the safety and health of passengers or crew, or risk to the ro-ro passenger ship or high-speed passenger craft or other ships.

(4) If a deficiency referred to in sub-regulation (1) cannot be readily rectified in the port in which the deficiency has been confirmed or revealed, the competent authority may agree to allow the ship or craft to proceed to an appropriate repair yard where the deficiency can be readily rectified.

(5) In exceptional circumstances, where the overall condition of a ro-ro passenger ship or high-speed passenger craft is obviously substandard, the competent authority may suspend the inspection of that ship or craft until the company takes the steps necessary to ensure that the ro-ro passenger ship or high-speed passenger craft is no longer clearly hazardous to safety or health or no longer poses an immediate danger to the life of its crew and passengers or to ensure that it complies with the relevant requirements of applicable international conventions.

(6) Where the competent authority suspends the inspection in accordance with sub-regulation (5), the ro-ro passenger ship or high-speed passenger craft shall be automatically placed under a prohibition of departure order.

(7) The prohibition of departure order shall be lifted where the inspection has been resumed and successfully completed and where the conditions set out in sub-regulation (3) and in regulation 11(2) have been complied with.

(8) Except as otherwise provided in sub-regulation (9), in order to alleviate port congestion, the competent authority may allow a ro-ro passenger ship or high-speed

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passenger craft subject to a prohibition of departure order to be moved to another part of the port if it is safe to do so.

(9) The risk of port congestion shall not be a consideration when deciding whether to impose or to lift a prohibition of departure order.

(10) The port authority shall facilitate the accommodation of such ships under this regulation.

**Right of appeal.**

9.(1) The company shall have a right of appeal against a prohibition of departure order issued by the competent authority.

(2) An appeal shall not suspend the prohibition of departure order, unless interim measures are granted in accordance with any other provisions of the laws of Gibraltar.

(3) An appeal under this regulation shall lie to the Minister by way of an application in writing as soon as practicable and the decision of the Minister on such appeal shall be final.

(4) The competent authority shall inform the master of the ro-ro passenger ship or high-speed passenger craft subject to a prohibition of departure order of the right of appeal and the applicable procedures referred to in sub-regulation (3).

(5) When, as a result of an appeal, a prohibition of departure order is revoked or amended, the Administration shall ensure that the inspection database referred to in regulation 10 is updated accordingly without delay.

**Inspection database.**

10.(1) The competent authority shall ensure that the information related to inspections carried out in accordance with these Regulations, including information concerning deficiencies and prohibition of departure orders, is transferred without delay to the inspection database as soon as the inspection report is completed or the prohibition of departure order lifted.

(2) The competent authority shall ensure that the information transferred to the inspection database is validated for publication purposes within 72 hours.

**Costs.**

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11.(1) Where the inspections referred to in regulations 4 and 6 confirm or reveal deficiencies warranting a prohibition of departure order, all costs relating to the inspections shall be covered by the company.

(2) The prohibition of departure order shall not be lifted until full payment is made or a sufficient guarantee is given for reimbursement of the costs.

**Offences and penalties.**

12.(1) No ro-ro passenger ship or high-speed passenger craft shall be allowed to operate in Gibraltar on a regular service unless it complies with the requirements of these Regulations.

(2) Any ro-ro passenger ship or high-speed passenger craft operating in contravention of these Regulations may be detained until the requirements laid down by these Regulations are complied with.

(3) Where the master, agent or any other person acting on behalf of a detained ferry or craft attempts to sail from Gibraltar while the order for prevention of operation is in force, each of them shall be guilty of an offence and liable, on summary conviction, to a fine at level 4 on the standard scale.

**Repeal.**

13. The Gibraltar Merchant Shipping (Ro Ro Ferry and High Speed Passenger Craft on Regular Service) Regulations 2005 are repealed.

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**SCHEDULE 1**

Regulations 4 and 6

**SPECIFIC REQUIREMENTS FOR VESSELS IN REGULAR  
SERVICE**

The following shall be verified-

- (a) that the master is provided with appropriate information on the availability of shore-based navigational guidance systems and other information schemes to assist him in the safe conduct of the voyages, before the ro-ro passenger ship or high-speed passenger craft begins to sail, and that he makes use of the navigational guidance and information schemes set up by the competent authority;
- (b) that the relevant provisions of paragraphs 2 to 6 of MSC/Circular 699 of 17 July 1995 'Revised guidelines for passenger safety instructions' are applied;
- (c) that a table with the shipboard working arrangements is posted in an easily accessible place, and contains:
  - (i) the schedule of service at sea and service in port; and
  - (ii) the maximum hours of work or the minimum hours of rest required for watchkeepers;
- (d) that the master is not constrained from taking any decision which in the master's professional judgment is necessary for safe navigation and operation, in particular in severe weather and in heavy seas;
- (e) that the master keeps a record of navigational activities and incidents which are of importance to safety of navigation.
- (f) that any damage to, or permanent deflection of shell doors and associated hull plating that may affect the integrity of the ro-ro passenger ship or high-speed passenger craft, and any deficiencies in the securing arrangements of such doors, are promptly reported to both the flag State administration and the port State and are promptly repaired to their satisfaction;
- (g) that an up-to-date voyage plan is available before the departure of the ro-ro passenger ship or high-speed passenger craft on its voyage and that in preparing

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the voyage plan the guidelines set out in IMO Assembly Resolution A.893(21) of 25 November 1999 ‘Guidelines for voyage planning’ are taken fully into account; and

- (h) that general information about the services and assistance available to elderly and disabled persons on board is made known to the passengers and is made available in formats suitable for people with impaired sight.

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**SCHEDULE 2**

Regulations 4 and 6

**PROCEDURES FOR INSPECTIONS**

1. Every inspection carried out under these Regulations shall ensure that statutory requirements issued by or on behalf of the Administration, in particular those relating to construction, subdivision and stability, machinery and electrical installations, loading and stability, fire protection, maximum number of passengers, life-saving appliances and the carriage of dangerous goods, radio-communications and navigation are fulfilled. For that purpose, the inspections shall include:
  - (a) the starting of the emergency generator,
  - (b) an inspection of emergency lighting,
  - (c) an inspection of the emergency source of power for radio-installations,
  - (d) a test of the public address system,
  - (e) a fire drill, including a demonstration of the ability to use firemen's outfits,
  - (f) the operation of the emergency fire-pump with two firehoses connected to the fire main line in operation,
  - (g) the testing of the remote emergency stop controls for fuel supply to boilers, main and auxiliary engines, and for ventilation fans,
  - (h) the testing of remote and local controls for the closing of fire dampers,
  - (i) the testing of fire detection and alarm systems,
  - (j) the testing of proper closing of fire doors,
  - (k) the operation of bilge pumps,
  - (l) the closing of watertight bulkhead doors; both from the local and remote control positions,
  - (m) a demonstration that shows that key crew members are acquainted with the damage control plan,

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- (n) the lowering of at least one rescue boat and one lifeboat to the water, starting and testing their propulsion and steering system, and recovering them from the water into their stowed position on board, and
  - (o) the checking that all lifeboats and rescue boats correspond to the inventory, the testing of the ship's or craft's steering gear and auxiliary steering gear.
2. Inspections shall focus on the familiarisation of crew members with, and their effectiveness in, safety procedures, emergency procedures, maintenance, working practices, passenger safety, bridge procedures and cargo and vehicle-related operations. Seafarers' ability to understand and, where appropriate, give orders and instructions and report back in the common working language, as recorded in the ship's logbook shall be checked. The documented evidence that crew members have successfully followed a special training shall be checked, in particular with regard to:
- (a) crowd-management training,
  - (b) familiarisation training,
  - (c) safety training for personnel providing direct safety assistance to passengers in passenger spaces, and in particular to elderly and disabled persons in an emergency; and
  - (d) crisis management and human behaviour training.
3. The inspection shall include an assessment whether rostering patterns are causing unreasonable fatigue particularly for watch-keeping personnel.
4. Certificates of competency of crew members serving on board vessels falling within the scope of the Directive shall comply with the provisions of the Gibraltar Merchant Shipping (Manning, Training and Certification for Seafarers) Regulations 2006.

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**SCHEDULE 3**

Regulation 6

**PROCEDURES FOR CARRYING OUT INSPECTIONS DURING A REGULAR SERVICE**

When carrying out inspections during a regular service, the following shall be checked:

**1. Passenger information**

That the number of passengers for which the ro-ro passenger ship or high-speed passenger craft ('the ship') is certified is not exceeded, and that the registration of passenger information complies with the Merchant Shipping (Community Vessel Traffic Monitoring and Information System) Regulations 2004. How the information on the total number of passengers is passed to the master and, if appropriate, how passengers undertaking a double crossing without going ashore are included in the total for the return voyage.

**2. Loading and stability information**

That, when applicable, reliable draught gauges are fitted and are in use. That measures are taken to ensure that the ship is not overloaded and the appropriate sub-division load line is not submerged. That the loading and stability assessment is carried out as required. That goods vehicles and other cargo are weighed where required and the figures passed to the ship for use in the loading and stability assessment. That damage control plans are permanently exhibited and that booklets containing damage control information are provided for the ship's officers.

**3. Security for sea**

That the procedure to ensure that the ship is secured for sea before leaving the berth, which should include a positive reporting procedure that all the shell watertight and weather-tight doors are closed is followed. That all the vehicle deck doors are closed before the ship leaves the berth or remain open long enough only to enable the bow visor to be closed, the closing arrangements for the bow, stern and side doors, and the provision of indicator lights and TV surveillance to show their status on the navigating bridge. Any difficulties with the operation of the indicator lights, particularly the switches at the doors, should be ascertained and reported.

**4. Safety announcements**



That the form of routine safety announcements and the posting of instructions and guidance on emergency procedures occurs in the appropriate language or languages. That the routine safety announcement takes place at the commencement of the voyage and can be heard in all public spaces, including open decks, to which passengers have access.

#### **5. Log book entries**

That the log book is examined to ensure that the entries are being made regarding the closing of the bow, stern and other watertight and weather-tight doors, drills for sub-division watertight doors, testing of steering gears, etc. Also, that draughts, freeboard and stability are being recorded as well as the common working language for the crew.

#### **6. Dangerous goods**

That any cargo of dangerous or polluting goods is carried in accordance with the relevant regulations and, in particular, that a declaration concerning dangerous and polluting goods is provided together with a manifest or stowage plan to show their location on board, that the carriage of the particular cargo is permitted on passenger ships, and that the dangerous and polluting goods are properly marked, labelled, stowed, secured and segregated.

That vehicles carrying dangerous and polluting goods are properly placarded and secured. That, when dangerous and polluting goods are carried, a copy of the relevant manifest or stowage plan is available ashore. That the master is aware of the notification requirements under the Merchant Shipping (Community Vessel Traffic Monitoring and Information System) Regulations 2004 and of the instructions on the emergency procedures to be followed and the rendering of first aid should there be an incident involving the dangerous goods or marine pollutants. That the means of ventilating the vehicle decks is in use at all times, is increased when the engines of the vehicles are running and that there is some form of indication on the bridge to show that the vehicle deck ventilation is in operation.

#### **7. Securing freight vehicles**

How freight vehicles are secured, for example, whether block stow or individual lashings. Whether sufficient strong points are available. The arrangements for securing freight vehicles when adverse weather is experienced or expected. The method of securing coaches and motor cycles, if any. That the ship has a cargo securing manual.

#### **8. Vehicle decks**

Whether special category and ro-ro cargo spaces are being continuously patrolled or monitored by a TV surveillance system so that the movement of vehicles in adverse weather

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and the unauthorised entry of passengers may be observed. That fire doors and entrances are kept shut and that notices are posted to keep passengers off the vehicle decks whilst the ship is at sea.

**9. Closure of watertight doors**

That the policy laid down in the ship's operational instructions for the sub-division watertight doors is being followed. That the required drills are being carried out. That the bridge control for the watertight doors is kept, when possible, on 'local' control. That the doors are being kept closed in restricted visibility and any hazardous situation. That crews are instructed in the correct way to operate the doors and are aware of the dangers of their misuse.

**10. Fire patrols**

That an efficient patrol is being maintained so that any outbreak of fire may be readily detected. This should include special category spaces where no fixed fire detection and alarm system is fitted. Those spaces may be patrolled as indicated in point 8.

**11. Communications in an emergency**

That there are sufficient crew members in accordance with the muster list to assist passengers in an emergency and that they are readily identifiable and able to communicate with the passengers in an emergency, taking into account an appropriate and adequate combination of any of the following factors:

- (a) the language or languages appropriate to the principal nationalities of passengers carried on a particular route;
- (b) the likelihood that an ability to use elementary English vocabulary for basic instructions can provide a means of communicating with a passenger in need of assistance if the passenger and crew Member do not share a common language;
- (c) the possible need to communicate during an emergency by other means (e.g. by demonstration, hand signals, or calling attention to the location of instructions, muster stations, life-saving devices or evacuation routes when verbal communication is impractical);
- (d) whether complete safety instructions have been provided to passengers in their native language or languages;

- (e) the languages in which emergency announcements may be broadcast during an emergency or drill to convey critical guidance to passengers and to facilitate crew members in assisting passengers.

**12. Common working language between crew members**

That a working language has been established to ensure effective crew performance in safety matters and that this working language is recorded in the ship's logbook.

**13. Safety equipment**

That the live-saving and fire appliances, including the fire doors and other items of the structural fire protection that can be readily inspected, are being maintained. That fire control plans are permanently exhibited or booklets containing the equivalent information are provided for the information of the ship's officers. That the stowage of the lifejackets is appropriate and that the stowage of children's lifejackets may be readily identified. That the loading of vehicles does not prevent the operation of the fire controls, emergency shut-offs, controls for the storm valves, etc. that may be located on the vehicle decks.

**14. Navigational and radio equipment**

That the navigational and radio communications equipment, including emergency position-indicating radio beacons (EPIRBs), are operational.

**15. Supplementary emergency lighting**

That supplementary emergency lighting is fitted, when required by the regulations, and that a record of deficiencies is being kept.

**16. Means of escape**

That means of escape, including escape routes, are marked, in accordance with the applicable requirements, and lighted, from both the main and emergency sources of power. That measures are taken to keep vehicles clear of escape routes where those escape routes cross or pass through vehicle decks. That exits, particularly exits from duty free shops, which have been found to be blocked by an excess of goods, are kept clear.

**17. Engine room cleanliness**

That the engine room is maintained in a clean condition in accordance with the maintenance procedures.

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**18. Garbage disposal**

That the arrangements for the handling and disposal of garbage are satisfactory.

**19. Planned maintenance**

That all companies have specific standing orders, with a planned maintenance system, for all safety related areas including bow and stern doors and side openings, together with their closing arrangements, but also covering engine room maintenance and safety equipment. That there are plans in place for periodically checking all items so as to maintain safety standards at the highest level. That there are procedures in place for recording deficiencies and confirming they have been properly rectified so that the master and the designated person ashore within the company management structure are aware of the deficiencies and are notified when they have been rectified within a time specified. That periodic checking of the operation of the inner and outer bow door closing arrangements includes the indicators, surveillance equipment and any scuppers in the spaces between the bow visor and the inner door and especially the closing mechanisms and their associated hydraulic systems.

**20. Making a voyage**

When making a voyage the opportunity should be taken to check overcrowding, including the availability of seats and the blocking of passageways, stairs and emergency exits by baggage and by passengers unable to find seats. It is necessary to check that the vehicle deck is vacated by passengers before the ship sails and that they do not again have access until immediately prior to docking.