

# **GUIDANCE NOTE**

Maritime Authority of the Cayman Islands
Head Office
133 Elgin Avenue PO Box 2256
Grand Cayman KY1-1107 Cayman Islands
Tel: +1 345 949 8831 Fax: +1 345 949 8849
Email: cisrky@cishipping.com
Website: www.cishipping.com

# **GUIDANCE NOTE 06/2017 (Rev 1.0)**

# CAYMAN ISLANDS DISCHARGE BOOKS

To: SEAFARERS SERVING OR INTENDING TO SERVE ON CAYMAN ISLANDS SHIPS

#### 1. BACKGROUND

- 1.1 A Cayman Islands Discharge Book, or Seafarers Discharge Book (SDB) is a document issued to seafarers by the Maritime Authority of the Cayman Islands (MACI). The sole purpose of a SDB is to record sea service and other information relating to its holder.
- 1.2 It is not compulsory for a seafarers serving on a Cayman Islands ship to be issued with a Cayman Islands Discharge Book. Sea service may also be recorded in separate documents containing a record of their employment on board the ship in accordance with Maritime Labour Convention Standard A2.1/1(e).
- 1.3 SDBs issued by other Administrations are also valid for recording sea service on a Cayman Islands ship.

### 2. WHO IS ENTITLED TO HOLD A CAYMAN ISLANDS DISCHARGE BOOK?

- 2.1 Cayman Islands Discharge Books may be issued to the following categories of seafarers
  - (a) Seafarers currently serving on board Cayman Islands ships in any capacity;
  - (b) Seafarers who have been offered employment on board a Cayman Islands ship in any capacity; and
  - (c) Other seafarers who wish to seek employment on board a Cayman Islands ship.
- 2.2 Applicants for a Cayman Islands Discharge Book should hold the following –

A valid seafarer Medical Certificate satisfying Maritime Labour Convention Standard A1.2 or Regulation I/9 of the STCW Convention; and

Evidence of Basic Training in accordance with Section A-VI/1.2 of the STCW Code.

### 3. PRODUCTION OF DISCHARGE BOOKS

3.1 The holder of a Cayman Islands discharge book should produce his or her SDB upon the request of –

A Surveyor of Ships appointed under section 419(1) of the Merchant Shipping Law;

An Inspector appointed under section 419(6) of the Merchant Shipping Law;

The Registrar of Shipping;

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The Shipping Master;

The seafarer's employer; or

The master of a Cayman Islands ship on which the seafarer is serving, or about to serve.

3.2 If a seafarer holds a SDB issued by another Administration, it should also be produced on request to the persons mentioned above while the seafarer is employed on board a Cayman Islands ship.

#### 4. SURRENDER OF DISCHARGE BOOKS

- 4.1 Under the Merchant Shipping Law seafarers may be disqualified from serving on a Cayman Islands ships if the seafarer is found to be unfit to discharge their duties by reason of incompetence, misconduct or serious negligence in the discharge of those duties.
- 4.2 The disciplinary body which disqualifies a seafarer from serving on a Cayman Islands ship may also require the surrender of any document, including a SDB, which has been issued to the seafarer by MACI or the Cayman Islands Shipping Registry. A SDB surrendered will normally be returned to the seafarer at the end of any period of disqualification.

#### 5. APPLYING FOR A CAYMAN ISLANDS DISCHARGE BOOK

- 5.1 Qualified seafarers (See Section 2, above) can apply for a Cayman Islands Discharge Book via the CISR website (<a href="https://www.cishipping.com/services/seafarers">www.cishipping.com/services/seafarers</a>). Application forms can be downloaded from this page.
- 5.2 Seafarers who are not employed, or about to be employed, on board a Cayman Islands ships may also apply for a Cayman Islands Discharge Book (See Section 2.1 (c), above) and should include evidence of serving as a seafarer on board a ship of any nationality within the last 5 years with their application.