

GUIDANCE NOTE 06/2025 (Rev 1.0)

THE CARRIAGE OF ADDITIONAL PASSENGERS ON COMMERCIAL YACHTS

To: OWNERS, MANAGERS, AND MASTERS OF CAYMAN ISLANDS YACHTS

1. BACKGROUND

- 1.1 The Cayman Islands Shipping Registry (CISR) frequently receives inquiries regarding the carriage of additional passengers on Large Yachts¹ and Passenger Yachts² in commercial use. This includes yachts registered as any of the following: -
 - Pleasure Yacht; when engaging in commercial use
 - Commercial Vessel
 - Yacht Engaged in Trade
- 1.2 This guidance note sets out CISR's regulatory framework and policy, as well as expectations regarding the scope of the operator's risk assessment.
- 1.3 For the purposes of this notice, the term 'additional passengers' means persons embarked above the maximum number of passengers that a Large Yacht or Passenger Yacht is normally permitted to carry in commercial use, which may be up to 12 and 36 respectively.
- 1.4 Included in the number of 'additional passengers' are any additional guests plus security, catering and entertainment personnel hired for the event, unless the staff are signed on as occasional workers; see definition of 'occasional workers' in the REG Yacht Code Common Annexes – Annex E.
- 1.5 This guidance note replaces Guidance Note 04/2022, which is hereby revoked. A shipping notice has been issued regarding the carriage of additional guests on private yachts (see CISN 01/2025).

¹ REG Yacht Code Part A vessels

² REG Yacht Code Part B vessels

2. REGULATORY FRAMEWORK

- 2.1 The Cayman Islands Merchant Shipping Act (2024) section 159(1) has provisions to temporarily exempt vessels from complying with the full requirements of the Merchant Shipping (Pleasure Yachts Carrying Passengers) Regulations, 2011.
- 2.2 When a vessel is operating outside its domestic waters, agreement to carry additional passengers in commercial use must also be sought from the authority that has jurisdiction over the waters the vessel is operating in. Otherwise, there is a risk of the vessel being detained by Port State Control and penalties being imposed against the Master and Owner.

3. COMMON SCENARIOS

- 3.1 Events alongside
For events alongside, an exemption from CISR is not required but a Letter of No Objection (LONO) can be provided if requested by the Harbour Master, insurer, Master or ISM Company. For large numbers of guests we highly recommend that a suitably qualified and experienced naval architect prepares the stability loading case.
- 3.2 Events at anchor within Port Authority limits
For events at anchor within Port Authority limits, an exemption from CISR is required and will be subject to the Port Authority's agreement.
- 3.3 Events at anchor outside Port Authority limits
For events at anchor outside Port Authority limits, an exemption from CISR is required and will be subject to the Coastal State's agreement.
- 3.4 In all the above cases, Cayman Registry will initially issue a draft exemption pending the agreement of the authority that has jurisdiction over the waters the vessel is operating in.
- 3.5 Other scenarios will be considered on a case-by-case basis, in consultation with the authorities that have jurisdiction over the waters the vessel is operating in.

4. RISK ASSESSMENT

- 4.1 Large events at anchor or alongside are often arranged at short notice, therefore it is highly recommended that a pre-populated risk assessment, with all foreseeable hazards and likely control measures, is developed as part of the safety management system. This risk assessment should meet the expected standard and may then be readily tailored for a specific event.
- 4.2 If the risk assessment is properly carried out, the exemption letter issued by CISR needs only reference the latest revision of the risk assessment tailored for the specific event and the key conditions/limitations (i.e. nature of the event, date(s), location and number of passengers).

The following is a non-exhaustive list of matters to be considered in the risk assessment:

Events alongside

- harbour master agreement
- insurer agreement
- agreement of adjacent vessels, particularly if designated as a secondary means of escape in an emergency
- impact on stability
- state of tide during event
- forecast weather conditions
- guest counting, ship and shoreside
- guest and staff briefing
- limitations on smoking
- risk from temporary entertainment or outside cooking equipment
- control of guests wandering outside designated event areas
- crew compliance with hours of work and rest
- additional security and catering staff
- the need for crowd control training
- widely separated points of egress
- gangway overloading
- evacuation time
- secure assembly station shoreside

Events at anchor/river buoy

As per events alongside, plus: -

- port authority / coastal state agreement, as appropriate
- garbage management
- sewage management
- liferaft capacity for 100% of the total number of persons embarked if within port authority limits
- liferaft capacity for 125% of the total number of persons embarked if outside port authority limits
- lifejackets sufficient for 110% of the total number of persons carried on board including child lifejackets or infant lifejackets for each child or infant onboard.
- muster station 'loadings'; considering the need for 'virtual crew corridors' and ample space for crew to undertake emergency duties unimpeded (i.e. fire team dressing, flaking out fire hoses, preparations for evacuation).
- maximum significant wave height for safe guest transfer
- estimation of the total evacuation time, ship to shore / need for a local passenger vessel on standby.

- 4.3 Contact details for Port and Coastal States can be found on IMO's [Global Integrated Shipping Information System \(GISIS\)](#) under 'Contact Points'.
- 4.4 See **Appendix A** for an example Risk Assessment based upon the Code of Safe Working Practices for merchant seafarers (COSWOP) format.

5 APPLICATIONS

- 5.1 Applications for a CISR exemption letter or LONO for the carriage of additional passengers in commercial use are to be sent with a detailed Risk Assessment and completed [Request for Services](#) form to technical@cishipping.com.

Appendix A

Example Risk Assessment

Ship Name: SAUCY SUE

Risk Assessment no.: RA036

Work Activity: Carriage of 28 Guests in Private Use whilst Cruising in the Mediterranean

Current Assessment Date: 01.05.23

Last Assessment date: 01.05.22

Hazard no.	Description of Identified Hazard	Existing Control Measure
1.	Event not permitted by Authorities that have jurisdiction	a) Harbour Master Agreement is always sought b) Coastal State Agreement is always sought c) Flag State Agreements is always sought
2.	Event not permitted under Insurer standard terms	a) Insurer Agreement is always sought
3.	Inadequate stability	Master judgment only; not supported by calculations.
4.	Gangway Overloading	a) warning sign of maximum working load posted
5.	No Search and Rescue Services	a) Vessel operation will be limited to the Mediterranean and 60nm from <u>a safe haven</u>
<i>Etc.</i>		

Assessment of Risk Factor

Likelihood of Harm	Severity of Harm			Hazard no.	Likelihood of Harm	Severity of Harm	Risk Factor
	Slight Harm	Moderate Harm	Extreme Harm				
Very Unlikely	Very Low Risk	Very Low Risk	High Risk	1.	Unlikely	Slight Harm	Very Low Risk
Unlikely	Very Low Risk	Medium Risk	Very High Risk	2.	Very Unlikely	Slight Harm	Very Low Risk
Likely	Low Risk	High Risk	Very High Risk	3.	Likely	Extreme Harm	Very High Risk
Very Likely	Low Risk	Very High Risk	Very High Risk	4.	Likely	Moderate Harm	High Risk
				5.	Unlikely	Moderate Harm	Medium Risk
				6.	<i>Etc.</i>		

NB. If the Risk Factor is Medium or above, additional control measures should be implemented.

Additional Control Measures

Hazard no.	Further Risk Control Measures	Remedial Action Date	Review Date
3.	a) Naval Architect to produce a load case for 28 guests on uppermost deck and submit to Class for approval	31.05.23	N/R
4.	b) To be covered in guest pre-boarding briefing c) Crew member to be always posted at gangway.	01.05.23	01.05.24
5.	b) The availability of SAR services to be checked as part of the passage planning; shipboard checklist to be update accordingly	01.05.23	01.05.24
<i>Etc.</i>			