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Notice to: Shipowners, Operators, Officers, Flag State Inspectors and Recognised Organisations.

1. References

- a) Barbados Merchant Shipping Act (CAP 296).
- b) SOLAS, International Convention for the Safety of Life at Sea.
- c) [IMO Resolution MSC.255\(84\)](#) Code of the International Standards and Recommended practices for a safety investigation into a Marine Casualty or Marine Incident (Casualty Investigation Code).
- d) Maritime Labour Convention 2006 (MLC).
- e) The International Safety Management Code (ISM Code).
- f) [Bulletin 035](#) - Piracy and Armed Robbery.

2. Purpose

2.1 This Bulletin provides information on BMSR's reporting requirements for:

- .1 Marine accidents (from Sections 5 to 0);
- .2 Births and Deaths (Section 10);
- .3 Occupational Diseases (Section 11);
- .4 Breaches of security and Stowaways (Section 12).

3. BMSR Contact Details

3.1 In case of emergency the BMSR contacts details are as per below:

- .1 Email: ops@barbadosmaritime.com
- .2 Emergency 24-hour phone: +44 (0) 7985 498 475

4. Application

- 4.1 This Bulletin applies to all Barbadian ships engaged in international voyages.
- 4.2 This bulletin does not cover reporting of Piracy incidents – see Bulletin 035 for further details.

5. Definitions

- 5.1 For the purposes of Section 229 of the CAP 296, “marine accident” refers to a marine casualty or very serious marine casualty, a marine incident, a serious injury, or severe damage to the environment, as defined in this section.
- 5.2 A **marine casualty** is an event, or a sequence of events, that has resulted in any of the following which has occurred directly in connection with the operations of a ship:
- .1 the death of, or serious injury (see Section 5.7 below) to, a person;
 - .2 the loss of a person from a ship;
 - .3 the loss, presumed loss or abandonment of a ship;
 - .4 material damage to a ship; or
 - .5 the stranding or disabling of a ship, or the involvement of a ship in a collision; or
 - .6 material damage to marine infrastructure external to a ship, that could seriously endanger the safety of the ship, another ship or an individual; or
 - .7 severe damage to the environment (see Section 5.8 below), or the potential for severe damage to the environment, brought about by the damage of a ship or ships.
- 5.3 However, a marine casualty does not include a deliberate act or omission, with the intention to cause harm to the safety of a ship, an individual or the environment.
- 5.4 A **very serious marine casualty** means a marine casualty involving the total loss of a ship or a death or severe damage to the environment.
- 5.5 A **marine incident**, which is an event or sequences of events other than those listed in Sections 5.2 and 5.4 above which has occurred directly in connection with the operation of a ship that endangered, or if not corrected would endanger the safety of a ship, its occupants or any other person or the environment.
- 5.6 However, a marine incident does not include a deliberate act or omission, with the intention to cause harm to the safety of a ship, an individual or the environment.
- 5.7 A **serious injury** means an injury which is sustained by a person, resulting in incapacitation where the person is unable to function normally for more than 72 hours, commencing within seven days from the date when the injury was suffered.
- 5.8 **Severe damage to the environment** means damage to the environment which, as evaluated by the State(s) affected, or the Barbados Maritime Ship Registry, as appropriate, produces a major deleterious effect upon the environment.

6. Initial Reporting

- 6.1 An Initial Report of any accident must be sent to the BMSR within 24 hours of the occurrence, via telephone or email. The Initial Report should provide brief details of the incident, such as:
- .1 vessel's name;
 - .2 IMO number;
 - .3 the nature of the accident;
 - .4 the location, date and time of the accident;
 - .5 date and time of the accident;
 - .6 vessel's location, and next port of call if at sea;
 - .7 confirmation that port or coastal State authorities have been notified; and,
 - .8 description of the accident.

- 6.2 All initial reports must state whether VDR data has been preserved. Preservation is mandatory for marine casualties.
- 6.3 In the event of a very serious marine casualty or serious marine casualty resulting in major damage, pollution, multiple serious injuries, or loss of life, contact the BMSR.
- 6.4 Notwithstanding the list of serious marine casualties contained in Section 6.1 above, Owners and the Master are encouraged to report to the BMSR any accident which may fall within the scope of their ISM Code reporting requirements.
- 6.5 It is the responsibility of the Master, Owners, Managers, or an Officer of the vessel to make this notification.

7. Formal Marine Casualty Reporting

- 7.1 As a follow up to the initial report, [Form 45 - Accident / Incident reporting](#) must be submitted within 24 hours for all serious marine casualties as defined below.
- 7.2 Serious marine casualties which are to be reported include the following:
- .1 Navigational: collision, grounding, loss of control, COLREGS violations.
 - .2 Hull, machinery, or equipment: hull damage (contact, collision, grounding, heavy weather) or failure, machinery or equipment damage or failure, fire or explosion resulting in any of the following:
 - i) Total loss;
 - ii) The immobilisation of the main engines and/or steering gear resulting in loss of manoeuvrability;
 - iii) Extensive accommodation damage;
 - iv) Severe structural damage including penetration of the hull under water;
 - v) Pollution;
 - vi) A breakdown that necessitates towage or shore assistance.
 - .3 Stability: listing, flooding, foundering, capsize.
 - .4 Human element: loss of life, serious injuries, missing persons, piracy, armed robbery, security incidents, evacuation or abandonment.
 - .5 Any damage, failure or injury sustained to equipment or person(s) during the operation of any Life Saving Appliance (LSA).
 - .6 Any time evasive actions are required beyond normal manoeuvres to avoid a collision.
- 7.3 The BMSR may require additional information to be provided along with the report forms.
- 7.4 All report forms should be sent by email to ops@barbadosmaritime.com.

8. Accident follow up and Marine Safety Investigation

- 8.1 Following a preliminary review of the facts provided in the initial reporting and [Form 45 - Accident / Incident reporting](#) (when applicable), the BMSR may seek to obtain such information as it considers necessary concerning the incident and any remedial action taken. A description of actions taken and/or recommendations made to prevent recurrence may be requested. In some cases, the Company's investigation report will be sufficient, but the BMSR may seek further details if required.
- 8.2 A marine safety investigation will be conducted into every very serious marine casualty.
- 8.3 A marine safety investigation might be conducted into marine casualties (other than very serious marine casualties) and marine incidents if it is considered likely that a marine safety investigation will provide information that can be used to prevent marine casualties and marine incidents in the future.

9. Port and Coastal State Reporting

- 9.1 Reporting any incident to the BMSR does not relieve the Master, Owner, or Manager of a ship of their obligations to report to the local port or coastal state authorities if an incident occurs within their area of jurisdiction.
- 9.2 The BMSR should be informed immediately if a port or coastal State initiates an investigation or takes any other action in relation to an accident.

10. Births and Deaths

- 10.1 Section 166 of the CAP 296 requires the master of a Barbadian ship to submit a record of any birth or death onboard the ship. The [Form 94 – Return of Births and Deaths](#) shall be sent to registry@barbadosmaritime.com as soon as it is practicable to do so.
- 10.2 When recording a death, copies of the following documents shall be provided if and when they become available. All documents must be in English or accompanied by English translations:
- i) Relevant extract from the Official Logbook;
 - ii) Deceased's passport;
 - iii) Notice of death / death certificate (certified copy);
 - iv) Doctor's report(s)
 - v) Autopsy / Coroner's report
 - vi) [Form 95 – Account of Property of Deceased Seaman](#) (where applicable)
- 10.3 Unavailability of the required documents should not delay reporting.
- 10.4 Additional documentation may be requested by the BMSR depending on the circumstances of the case.

11. Occupational Diseases

- 11.1 As per MLC Regulation 4.3 any Occupational Diseases are to be reported with the [Form 151 – Report of a Case of Occupational Disease](#), which is to be sent to ops@barbadosmaritime.com.

12. Breach of Security and Stowaways

- 12.1 Ships that suffer, or prevent, a breach of security such as unauthorised access, cyberattack, bomb threat or discovery of suspicious items, robbery or piracy should report via email to ops@barbadosmaritime.com.
- 12.2 In the case of stowaway(s), [Form 169 – Stowaway Incident Report](#) shall be sent to ops@barbadosmaritime.com as soon as it is practicable to do so.

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1.0	First Issue – supersede Bulletin 317 : Casualty and Accident/Incident Reporting Requirements Rev.1.0

