



Saint Lucia Air and Sea Ports Authority

DIVISION OF MARITIME AFFAIRS (DMA)

“FOR CLEANER SEAS AND SAFER OCEANS”

ABOUT THE DMA

The Saint Lucia Division of Maritime Affairs was established in 2000 following an amendment to the SLASPA Act No, 10 of 1983 and the Shipping Act No.11 of 1994.

The DMA is supported and administered by the Saint Lucia Air and Sea Ports Authority (SLASPA) a statutory body operating within the framework of the Ministry of Transport and Works. The DMA is mandated to support the operations of local vessels and ensures the nation's maritime activities are conducted in accordance with national and international maritime safety and pollution prevention standards.

- **Provisional Ship registration**
- **Technical Support**
- **Manning and Certification**
- **Modern Legal regime**

PROVISIONAL SHIP REGISTRATION SERVICES OF SAINT LUCIAN SHIPS

Saint Lucia presently does not have an official Ship Registry, consequently vessels are provincially registered in keeping with the Shipping Act of 1994.

TECHNICAL SUPPORT

The DMA has its own trained surveyor to undertake ship inspections and to assist owners in correcting deficiencies that may arise.

The Division firmly believes that in developing a relationship between its surveyors, owners and managers of vessels registered in Saint Lucia, mutual advantages will evolve.

The owners will be able to rely on the DMA for advice and assistance and the DMA will, in turn, be confident that the vessels are continuously maintained to meet all its obligations and those of other international bodies. The DMA accepts reports from qualified and established IACS members to conduct statutory surveys on its behalf for insurance purposes.

MANNING AND CERTIFICATION

- Crew certification with training from Marine Police Unit Instructors.
- Boat master certified Saint Lucian seafarers available to man Saint Lucian ships.

MODERN LEGAL REGIME

- The Saint Lucian Legal System is based on English Common Law. The Shipping Act 1994 provides a modern legal framework.

Revised edition 2001

Implements all major IMO Conventions

BLANK FORMS

BOAT MASTERS
INSPECTION FORM

PROVISIONAL REGISTRATION

FEES

The DMA has now completed the comprehensive review of the Shipping Fees structure which will soon come into effect.

MARITIME SERVICES

- PROVISIONAL REGISTRATION
- SHIP SAFETY AND INSPECTION
- SEAFARERS CERTIFICATION
- PROCEDURE FOR ISSUING BOATMASTER'S LICENSE
- PROCEDURE FOR ISSUING DISCHARGE BOOKS
- SAFE MANNING
- SMALL VESSEL INSPECTION
- PORT STATE CONTROL (PSC)
- CASUALTY INVESTIGATIONS

PROVISIONAL REGISTRATION

First Time Ship Registration (Section 12, Shipping Act No. 11, 1994)

A ship shall not be registered in Saint Lucia unless the ship is owned wholly by persons qualified to own a Saint Lucian ship, namely:

- A citizen of Saint Lucia
- Any person who pursuant to the Immigration Ordinance is deemed to belong to Saint Lucia.
- A citizen of a Caricom State residing in a member State of the Caribbean Community, where the ship is customarily engaged in international voyages.

- Any individual or corporation in bona fide joint venture shipping enterprise relationships with citizens in Saint Lucia, as may be prescribed.
- Any body corporate established under and subject to the laws of Saint Lucia and having its principle place of business in Saint Lucia.
- Such other persons as the Minister by Order made by Statutory Instrument determine subject to negative Resolution of the House of Assembly and the Senate.

Previously Registered Ships

A ship which has been registered in a foreign registry is not eligible to be registered as a Saint Lucian unless evidence has been supplied to the satisfaction that:

- The ship has been de-registered on the day that the new registration is to be effected or the ship's foreign registration has been cancelled or will be cancelled on the day that the new registration is effected; and
- No mortgages are outstanding against the ship or where there are mortgages outstanding the holders of such mortgages have consented in writing to the de-registration of the ship's foreign registration.

Application for Provisional Registration

Under section 41 (1) of the Shipping Act of 1994, an application for registration in the prescribed form accompanied by the prescribed fee, must be made either by the owner or through the authorized agent or managing owner.

Applications should be forwarded to:

**Division of Maritime Affairs
Saint Lucia Air & Sea Ports Authority
P.O. box 651 Manoel Street Castries Saint Lucia**

**Application for registration may also be faxed to the DMA at:
Fax number (758)-453-0889**

Procedure for Provisional Registration

- To register a ship, one would have to apply for registration in the form provided
- The Registration form should be accompanied by the following documents:
 - The Declaration of Ownership
 - The prescribed fee
 - The Builder's Certificate
 - The Bill of Sale
 - Any other proof of ownership
- After the survey, the Surveyor shall file a copy of the Certificate of Survey
- The owner then submits the proposed name of the ship
- If criteria is met, the owner will have an identity mark or an official number allotted to the ship
- Upon completion, a Carving and Marking Note shall be issued to the owner
- After meeting the above requirements, a Provisional Certificate of Registry shall be issued to the owner.

Declaration of Ownership

A person desiring to be Provisionally Registered, as the owner of a Saint Lucian ship must complete a Declaration of Ownership in the prescribed form, referring to the ship as described in the relevant certificate of survey and containing the following details

- The name and address of the owner;
- The owner's citizenship or national status, or in the case of a body corporate or other entity, the place of incorporation or formation;
- The time when, and the place where the ship was built if the ship was built outside Saint Lucia and the time and place of building is not known a statement to that effect;

- In the case of a ship previously registered outside Saint Lucia, the name by which it was registered;
- The name of the master and his citizenship;
- The number of shares in the ship in respect of which such person is entitled to be registered.

Title Documents

In application for the first time Provisional registration of a ship the following shall be produced in addition to the declaration of ownership:

- A Builder's Certificate, signed by the builder of the ship and containing a true account of the proper denomination and the tonnage of the ship as estimated by the builder;
- A description of the vessel and its machinery and the date and place of build;
- In the case of any sale, the bill of sale under which the ship or the share therein has become vested in the applicant for registration unless the new owner (in the Declaration of Ownership) is able to make a declaration that the time and the place of building are genuinely unknown to him;
- In such case only the bill of sale shall be required showing the majority of the shares held in the ship;
- In the case of a ship condemned by a competent authority, the official copy of the condemnation order.

Ship Safety and Inspection

The Saint Lucian Maritime Division is committed to provide quality service to the shipping industry through its marine survey and safety inspection programme.

The Shipping Act 1994 provides a comprehensive basis for the inspection and certification of ships Provisionally registered under the Saint Lucian Flag.

Seafarers' Certification

Under Section 111 (J) and (K) of the Shipping Act 1994, the Division of Maritime Affairs is responsible for establishing the standards of Training, Examination and Certification for seafarers.

The Division of Maritime Affairs administers the boatmaster's training programme, which is conducted by qualified instructors of the Marine Police Department.

The Division of Maritime Affairs maintains the necessary database and records for issuing Boatmaster's Certificates. The requirements under the Saint Lucian Law is that all seafarers working on Saint Lucian vessels must be qualified for the duties they will be performing and additionally officers must hold a Saint Lucian Certificate of Competency or be issued with a Saint Lucian Endorsement issued on an equivalency basis.

Procedure for issuing Boatmaster's License

- To attain a boatmaster's license, seafarers would have to apply using the form provided along with the following:
 - 2 passport photos
 - Seafarers qualifications (coxswain certificates, STCW-95 certificates or any other seafarer certificates)
 - Certificate of Character (Police Record)
 - Testimonial (letter from current employer or other indicating sea service)
 - Medical report
 - Prescribe fee

- Applicants submit documents to DMA for verification which is then forwarded to authorized person/surveyor for confirmation.

- If the DMA is satisfied, the appropriate grade will be issued as follows:
 - Grade 1 – Exposed
 - Grade 2 – Coastal
 - Grade 3 – Protected

Procedure for issuing Discharge Books

- Applicants should have the following:
 - 2 passport photos
 - Testimonial (letter from current employer or other indicating sea service)
 - Certificate of Character (Police Record)
 - Prescribed fee
- In addition the following information is required for inclusion into the Discharge Book:
 - Full name of Seafarer
 - Date of Birth
 - Place of Birth & Nationality
 - Height – ft and in
 - Eye and Hair Colour
 - Complexion
- After all information is received, it is then processed for verification
- If all requirements are met, Discharge Book is then issued to Seafarer.

SAFE MANNING

The Saint Lucia Shipping Act and the STCW Convention requires that all vessels flying the Saint Lucian Flag must be issued with a Safe Manning Certificate. Owners manning proposals are considered and approved by the DMA on the basis of these requirements.

Small Vessel Inspections

The Division of Maritime Affairs assists Saint Lucian vessels to operate in accordance with the relevant safety and environmental standards. Surveys are conducted prior to provisional registration. All vessels on the Provisional Register benefit from random inspection on an annual basis to ensure standards are maintained.

Port State Control (PSC)

Port State Control (PSC) is a reality that must be complied with. Saint Lucia presently has observer status of the Caribbean Memorandum of Understanding on PSC. The Division of Maritime Affairs will be required to carry out inspections of vessels to achieve its 15% target quota in order to attain membership.

Flag State Control

To ensure the safety of national ships, the DMA can survey ships during construction and periodically during operation for the issuance of certificates attesting to the safe construction, equipping and crewing of the ship. It will also inspect ships during the validity period of the certificates if there is reason to believe that the conditions upon which the certificates were issued has changed.

Small vessels engaged in commercial activities, i.e. fishing vessels and vessels that carry passengers and cargoes, are also inspected to ensure that they are safe and suitably equipped for the business engaged in and their area of operations.

Casualty Investigations

The Division of Maritime Affairs regards casualty investigation as a key area of accountability and part of its responsibility as both a flag and port state.

The DMA has the mandate under the Shipping Act 1994, to investigate marine casualties and incidents with a view to determine what action, if any is needed to ensure the protection of life and property at sea and the marine environment.

Division of Maritime Affairs has recently trained its surveyor through the International Maritime Organization (IMO) in this specialize area and the DMA is able to conduct investigations into all significant domestic casualties involving Saint Lucian flag vessels and also undertake investigation on behalf of other administrations.

Division of Maritime Affairs has pursued a Memorandum of understanding with the Marine Police Unit to undertake such investigations.

Procedures for Reporting Collision, Grounding and Casualties

- In the event of an accident, owner or captain of vessel should contact the Marine Police Unit of the Royal Saint Lucia Police Force and the DMA;
- After receiving reports, DMA will liaise with the Marine Police and will conduct an investigation to find the cause of the accident;
- Safety measures will be recommended for future implementation;
- Findings are then submitted to the (IMO) via the Global Intergrated Shipping Information System (GISIS) website.

Guidelines for Dangerous Goods

Carriage and Marking of Dangerous Goods

No person shall send by or carry in a Saint Lucian ship any dangerous goods without first distinctly marking their nature on the outside of the outermost package.

Safe Handling Dangerous Goods

- Class hazard labels: Dangerous Goods each package of dangerous goods shall be labeled with the appropriate label and in accordance with the provision set forth in the regulations;
- Handling labels: each package of dangerous shall be labeled with the appropriate handling labels;
- Specification marking on packages: each packaging manufactured to a specification contain in the regulations shall be so marked in accordance with the appropriate provisions of those regulations;

- Marking of packages with proper shipping names: each package of dangerous goods shall be marked with the proper shipping name of its contents and when assigned the UN number and such other markings as may be specified in the regulations;
- Prohibited labeling: arrows for purposes other than indicating proper package orientation shall not be displayed on a package containing liquid dangerous goods;
- Package Size: packages shall be of such size that there is adequate space to affix all necessary labels and markings.

MARITIME LEGISLATION

Saint Lucia has acceded to the following International Instruments as of September 2007:

- SOLAS Convention 74 (Mandatory (M))
- SOLAS Protocol 78 (M)
- SOALS Protocol 88 (M)
- LOAD LINES Convention 66 (M)
- LOAD LINES Protocol 88 (M)
- TONNAGE Convention 69 (M)
- Colreg Convention 72 (M)
- STCW Convention 78 (M)
- SAR Convention 79
- FALICITATION Convention 65
- MARPOL 73/78 (Annex 1/111) (M)
- MARPOL 73/78 (Annex 111) (M)
- MARPOL 73/78 (Annex 1V) (M)
- MARPOL 73/78 (Annex V) (M)
- London Convention 72
- INTERVENTION Convention 69
- INTERVENTION Protocol 73
- CLC Protocol 92
- FUND Protocol 92
- LLMC Convention 76
- LLMC Protocol 96
- SUA Convention 88
- SUA Protocol 88

- OPRC Convention 90