

**THE MERCHANT SHIPPING  
(OFFICIAL LOG BOOKS, SHIP'S ARTICLES AND SIX – MONTH LISTS)  
REGULATIONS OF 2001<sup>1</sup>**

**Issued by the Council of Ministers under Section 109(1) (a) of  
The Merchant Shipping (Masters and Seamen) Laws of 1963 to 1997**

**THE MERCHANT SHIPPING (MASTERS AND SEAMEN)  
LAWS OF 1963 TO 1997**

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**Regulations under section 109**

The Council of Minister exercising the powers vested upon it under section 109(1) (a) of the Merchant Shipping (Masters and Seamen) Laws of 1963 to 1997 hereby issues the following Regulations.

*46 of 1963  
33 of 1965  
69 of 1968  
25 of 1969  
24 of 1976  
85 of 1984  
103(I) of 1997.*

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<sup>1</sup> **Editorial Note:** *Published in the Greek language in the Official Gazette of the Republic of Cyprus No 3517, Supplement III(I), dated 27.07.2001. This is an “unofficial” translation into English prepared by the Department of Merchant Shipping, and does not intend to replace any translation prepared by the Law Commissioner’s Office.*

*According to Section 3 of the Constitution of the Republic of Cyprus, the official languages of the Republic of Cyprus are Greek and Turkish and therefore the present translation into English is **not the authentic version. The authentic and therefore legally binding version, is the Greek version of these Regulations .***

**Disclaimer: Consolidation entails the integration of basic instruments of Cyprus merchant shipping legislation, their amendments and corrections in single, non-official documents. Each document is intended for use as a documentation tool and the Department of Merchant Shipping of the Republic of Cyprus does not assume any liability for its content.**

*Short title.*

1. These Regulations may be cited as the Merchant Shipping (Official Log Books, Ship's Articles and Six-Month Lists) Regulations of 2001.

*Interpretation.*

2. —(1) In these Regulations, unless the context otherwise requires –

“ Crew List ” means the list kept by the master of the ship in accordance with the provisions of Regulation 8.

“Law” means the Merchant Shipping (Masters and Seamen) Laws of 1963 to 1997.

“Official Deck Log Book” means the log book kept at the bridge of the ship in accordance with the provisions of section 99 of the Law.

“Seaman” includes the master of the ship as well.

“ Ship's Articles” has the meaning attributed to the term by section 2 of the Law.

(2) Any other terms, used in these Regulations and not otherwise defined, shall have the meaning attributed to these terms by the Law.

#### OFFICIAL DECK LOG BOOK

*Form of the  
Official Deck  
Log Book  
Schedule I.*

3. —(1) In conformity with the provisions of sections 99 and 100 of the Law, the form of the Official Deck Log Book shall be as it appears in Schedule I.

(2) The person in charge for keeping the Official Deck Log Book is obliged to follow the instructions contained in the form of the Official Deck Log Book, in order to perform the necessary entries under section 100 of the Law.

*Obligation of  
using endorsed  
Log Books.*

4. —(1) Every Cyprus ship uses as Official Deck Log Book, a book published exclusively by the Department of Merchant Shipping and obtainable upon payment of a fee, as stipulated by the Competent

Authority.

(2) This book should bear a serial number at the upper side of the first page and should be endorsed by the Competent Authority or by a Consular Officer of the Republic.

(3) The Official Deck Log Book is completed, in one of the official languages of the Republic or in a language comprehensible by the Registrar of Cyprus Ships.

### SHIP'S ARTICLES

*Ship's Articles.  
Schedule II.*

**5.**—(1) The form of the Ship's Articles provided for in section 101 of the Law, shall be as it appears in Schedule II and should, among other, include the following particulars:

- (a) Ship's name
- (b) International Maritime Organization (IMO) number
- (c) Call Sign
- (d) Maritime Mobile Service Identity (MMSI) Number
- (e) Port of Registry
- (f) Previous Ship's Articles Serial Number
- (g) Place and Date of issue of Ship's Articles
- (h) Name and Address of the Shipowner
- (i) Name and Address of the Managers Company, as defined by the International Safety Management Code
- (j) Type of ship
- (k) Gross and Net Tonnage of the ship
- (l) Main Engine Power of the ship
- (m) Length and breadth of the ship.

(2) In case of engagement of children, the specific part of Ship's Articles which refers to children should be completed.

*Obligation of  
using endorsed  
Ship's Articles.*

**6.**—(1) Every Cyprus ship uses as Ship's Articles, a book published exclusively by the Department of Merchant Shipping and obtainable upon payment of a fee, as stipulated by the Competent Authority.

(2) This book should bear at the upper side of the first page serial number and should be endorsed by the Competent Authority or by a Consular Officer of the Republic.

(3) The Ship's Article is filled up in one of the official languages of the Republic or in a language comprehensible by the Registrar of Cyprus Ships.

*Master's obligations regarding Ship's Articles.*

7. —(1) The Master ensures that there is always kept on board the ship, a second spare Ship's Articles, in order to replace the current Ship's Articles in case of completion of the latter.

(2) Upon completion of the current Ship's Articles, the Master is obliged to deliver the completed Ship's Articles for replacement, at the first port where a Competent or Consular Authority of the Republic is based.

(3) Whenever, following the completion of the current Ship's Articles, an engagement or discharge of seaman takes place before the replacement of the Ship's Articles, in accordance with paragraph (2), the master performs the relevant entry on the first opportunity in the new Ship's Articles and the Seafarer's Identification and Record Book.

#### SIX –MONTH LISTS

*Form and content of the Six- Month Lists. Schedule III.*

8. —(1) On board each Cyprus ship, Six-Month Lists are kept by the Master in accordance with the form that appears in Schedule III, in which, among other, the following particulars shall be entered:

- (a) Ship's name
- (b) Call Sign of the ship
- (c) International Maritime Organization (IMO) number
- (d) Maritime Mobile Service Identity (MMSI) Number
- (e) Ship's Articles Serial Number.

(2) Information regarding the port and date of the engagement, discharge and repatriation of seamen of the vessel , as well as any other particulars required for the better implementation of the Law or of other relevant legislation are also entered in the Six-Month Lists.

*Completion  
and signing  
of the  
Six-Month Lists.*

**9.** —(1) Six-Month Lists are completed in accordance with the instructions contained in the form appearing in Schedule III, are signed by the Master and cover the periods from 1<sup>st</sup> January to 30<sup>th</sup> June and from 1<sup>st</sup> July to 31<sup>st</sup> December of each year, respectively.

(2) The original of these Lists is sent to the Competent Authority and a copy is kept on board and at the office of the shipowners or managers.

(3) Where, by reason of deletion or transfer of the ship during which crew change takes place, the Six- Month List is completed up until the date of delivery of the ship to her new owner and is sent to the Competent Authority.

# **SCHEDULE I**

**REPUBLIC**



**OF CYPRUS**

# **OFFICIAL DECK LOG BOOK**

### WIND FORCE

/Beaufort scale		Velocity		Height of waves	
Symbol	Name	Knots	M/sec	Average	Max
0	Calm	0 - 1	0 - 0,2	-	-
1	Light Air	1 - 3	0,3 - 1,5	0,1 m	0,1 m
2	Light Breeze	4 - 6	1,6 - 3,3	0,2 m	0,3 m
3	Gentle Breeze	7 - 10	3,4 - 5,4	0,6 m	1,0 m
4	Moderate Breeze	11 - 16	5,5 - 7,9	1,0 m	1,5 m
5	Fresh Breeze	17 - 21	8,0 - 10,7	2,0 m	2,5 m
6	Strong Breeze	22 - 27	10,8 - 13,8	3,0 m	4,0 m
7	Near Gale	28 - 33	13,9 - 17,1	4,0 m	5,5 m
8	Gale	34 - 40	17,2 - 20,7	5,5 m	7,5 m
9	Strong Gale	41 - 47	20,8 - 24,4	7,0 m	10,0 m
10	Storm	48 - 55	24,5 - 28,4	9,0 m	12,5 m
11	Violent Storm	56 - 63	28,5 - 32,6	11,5 m	16,0 m
12	Hurricane	64---	32,7---	14,0 m	-

### WIND DIRECTION

N
NNE
NE
ENE
E
ESE
SE
SSE
S
SSW
SW
WSW
W
WNW
NW
NNW

### WEATHER

Name
Clear
Partly clouded
Clouded
Sand Storm
Fog, haze
Drizzle
Rain
Snow or sleet

### FOG AND VISIBILITY SCALE

	Name	Visibility in N.M.
0	Dense fog	Less than 45 metres
1	Thick fog	Less than 180 metres
2	Fog	Less than 360 metres
3	Moderate fog	Less than 0,5 N.M.
4	Thin fog	Less than 1 N.M.
5	Poor visibility	Less than 2 N.M.
6	Moderate visibility	Less than 5 N.M.
7	Good visibility	Less than 10 N.M.
8	Very good visibility	Less than 30 N.M.
9	Excellent visibility	More than 30 N.M.

### SEA CONDITION

Symbol	Name	Height of waves
0	Calm (glassy)	0 Metres
1	Calm (rippled)	0 - 0,10 M
2	Smooth (wavelets)	0,10 – 0,50 M
3	Slight	0,50 – 1,25 M
4	Moderate	1,25 – 2,50 M
5	Rough	2,50 – 4,00 M
6	Very Rough	4,00 – 6,00 M
7	High	6,00 – 9,00 M
8	Very High	9,00 – 14,00 M
9	Phenomenal	14,00--- M

# OFFICIAL DECK LOG BOOK

Serial Number : .....

Vessel : .....

Type of vessel: .....

IMO Ship Identification No. : .....

Port of Registry : .....

Gross Tons : .....

Net Tons : .....

Length o.a. : .....

Breadth o.a. : .....

## For Official Use Endorsement

*The present book will be used as Official Deck Log Book for the Cyprus flag vessel: .....*

*Place : ....., /Date ..... 200....*

*Department of Merchant Shipping – Consular Officer  
(Stamp – Signature)*

*Note: The present document is issued by the Department of Merchant Shipping and may be obtained only upon payment of the fee as stipulated by the Competent Authority*

## MATTERS TO BE RECORDED IN THE OFFICIAL DECK LOG BOOK

*Entries in the Official Deck Log Book should be made in accordance to the requirements of the Merchant Shipping (Masters and Seamen) Laws of 1963 to 1997 and any other national legislation in force in the Republic. Furthermore, in addition to the requirements of the national legislation, entries in the Official Log Book should be made in accordance with the requirements of the following:*

1. *International Convention for the Safety of Life at Sea, 1974 as amended (SOLAS 74).*
2. *International Convention on Standards of Training, Certification and Watchkeeping for Seafarers 1978, as amended (STCW 78).*
3. *International Convention for the Prevention of Pollution from Ships 1973, as amended (MARPOL 73/78).*
4. *International Code for the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk (IGC-Code), as amended.*
5. *International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (IBC-Code), as amended.*
6. *Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (BCH-Code), as amended.*
7. *Code for the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk (GC-Code), as amended.*
8. *All relevant Resolutions issued by the International Maritime Organisation which have been adopted by the Republic.*
9. *All relevant International Conventions of the International Labour Organisation (ILO), which have been ratified by the Republic.*
10. *All relevant circulars issued by the Department of Merchant Shipping.*

# INSTRUCTIONS FOR RECORDING INFORMATION IN THE OFFICIAL DECK LOG BOOK

(to be completed in Greek or English language only)

- 1 Time format in four digits using 00.01 to 24.00.
- 2 Barometer reading in mbars.
- 3+4. Air and Sea temperature in degrees Celsius (°C).
- 5 Relative humidity in %. 0
- 6+7. On completion of every watch, record in the first column the direction of wind and in the second column the wind force in the beau fort scale.
8. Record the true course that was marked on the chart.
9. Variation of the gyro compass.
10. Deviation of magnetic compass.
- 11+13 Record the readings of gyro and magnetic compass respectively.
12. Record the course followed by the helms man.
14. Record the indication of the log reading (in nautical miles) on the completion of every watch (not the covered distance).
15. Record the covered distance on the completion of every watch.
16. Look out name(s).
17. On the completion of every watch, write down sea conditions, weather conditions, clouds and visibility according to table on the first page. Complete also nautical remarks and entries according to national and international rules and regulations; measures taken in the interest of sea-worthiness; safety of life at sea; care of cargo; safety of vessel and environmental protection.
18. Signature of officer of watch
19. Record the soundings of bilges/empty tanks.
20. The Master of every vessel, on the completion of the Official Log Book, must bear in mind the following:
  - 20.1 All entries must be in readable hand writing, and must record all events clearly, briefly and accurately.
  - 20.2 Enter precise reports of events that are related to the governing of the ship (voyage, route, bearings, parallaxes, position, meteorological observations etc) as well as essential or extraordinary incidences, that occur during sailing or while in port, and that are related to the ship, her crew her passengers and her cargo, e.g. fire fighting drill, or lifeboat launching to the sea, damage of cargo, illness or accident of a passenger or member of her crew etc.
  - 20.3 Upon the arrival or departure of a vessel from a port, the following must be recorded:
    - 20.3.1 Forward draft, aft draft and midship draft.
    - 20.3.2 Present quantity of cargo or ballast.
  - 20.4 Upon the departure of the vessel from every port, in addition to the entries of paragraph 20.3, the following must be recorded::
    - 20.4.1 Officers and seamen on bridge watch.
    - 20.4.2 The quantity of fuel and fresh water received at port.
    - 20.4.3 Number of passengers embarked on board.
  - 20.5 Upon the arrival of the vessel at a port, in addition to paragraph 20.3, the following must be recorded:
    - 20.5.1 Whether the deck watch is still kept or if dispersed, the exact time of dispersion.
    - 20.5.2 Whether the ship or cargo has been found damaged or suspected to be damaged.
    - 20.5.3 The number of passengers disembarked.
  - 20.6 During the staying of a vessel in a port, the following must be recorded:
    - 20.6.1 The daily quantity of cargo loaded or discharged and the type of cargo.
    - 20.6.2 The receipt, if any, of fuel, fresh water and other supplies.
    - 20.6.3 Whether any member of the crew or a passenger was sent to a doctor.

- 20.6.4 Every unexpected incident or accident that according to the judgement of the vessel's Master has to be recorded in the Official Log Book.
- 20.7 During sailing, the following must be recorded:
  - 20.7.1 Every parallax of a light house or cape.
  - 20.7.2 Every change of vessel's sailing course.
  - 20.7.3 Every change of wind conditions or sea conditions and
  - 20.7.4 At noon time the following:
    - 20.7.4.1 The position of the ship (fixed or dead reckoning).
    - 20.7.4.2 Mean true course.
    - 20.7.4.3 The distance covered by the ship over the last 24 hours in nautical miles.
    - 20.7.4.4 The duration of the voyage over the last 24 hours taking into consideration the hour change.
    - 20.7.4.5 The average speed of the vessel over the last 24 hours.
    - 20.7.4.6 The lee-way due to wind or current in nautical miles per hour and the direction of the leeway.
- 20.8 Every other observation is recorded according to the Master's judgement as well as the discharge of fuel oil, lubricating oil, and in general, substances and material that cause sea pollution.



Voyage No.

from

towards

Look Out	17 Nautical remarks and entries according to national- and international rules and regulations; measures taken in the interest of seaworthiness; safety of life at sea; care of cargo, safety of the vessel and environmental protection	18 Signature Officer Watch	19 Soundings of bilges/empty tanks at _____ Hrs		
			Compt.	Port	Stbd

Check of:

Synchronize/clocks: Fresh water consumption t; Fresh water balance t;

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Emergency battery : Ballast water t;

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To be signed and stamp daily

Staff Captain or Chief Mate

Master

.....

.....

## **SCHEDULE II**

REPUBLIC



OF CYPRUS

*SHIP'S ARTICLES*

REPUBLIC



OF CYPRUS

## *SHIP'S ARTICLES*

SERIAL NUMBER: .....

OF SHIP: .....

REGISTERED AT THE PORT OF LEMESOS (Limassol)

CALL SIGN: .....

I M O NUMBER: .....

MARITIME MOBILE SERVICE IDENTITY ( MMSI ) NUMBER: .....

PREVIOUS SHIP'S ARTICLES SERIAL NUMBER: .....

PLACE & DATE OF ISSUE: .....

ISSUING AUTHORITY

-----

(SIGNATURE)

STAMP

The present document is issued by the Department of Merchant Shipping and may be obtained only upon payment of the fee as stipulated by the Competent Authority.

The present page to be forwarded to the Department of Merchant Shipping

## **INSTRUCTIONS**

1. The present Ship's Articles are valid provided that page No... is duly signed and stamped by the Competent Authority or a Consular Officer of the Republic.
2. Ascertain the ship's particulars from the official documents and not from the previous Ship's Articles.
3. All entries are inserted in detail and legibly and are duly signed and stamped by the Master.
4. Avoid corrections, deletions and erasures.

## SHIP'S PARTICULARS

NAME	TYPE	TONNAGE		MAIN ENGINE POWER (KW)	DIMENSIONS	
		G.T	N.T		LENGTH (M)	BREADTH (M)

**REGISTERED SHIPOWNER** : -----

ADDRESS : -----

TELEPHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**MANAGER** -----

(As defined by the  
International Safety Management (I.S.M.) Code)

ADDRESS : -----

TELEPHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

### **RELEVANT PROVISIONS**

1. No seafarer shall be employed on a Cyprus ship unless he is a holder of a Certificate of Competency recognised by the Republic for the position he is engaged, where this is required by the Ship's Minimum Safe Manning Document (sections 3& 4 of Law 46/63), or of a Certificate of Training in accordance with the provisions of the S T C W Convention 1978, as amended in 1995 and the relevant Code.
2. No child under the age of sixteen years shall be employed or work on a ship other than a ship on which only members of the same family are employed (sections 90 & 92 of Law 46/63).
3. Seafarers without a valid medical certificate shall not be employed on a Cyprus ship (Section 17 of Law 13(III) of 1955).
4. The agreement of engagement of the master is concluded with the shipowner, or his duly authorised representative it is entered in the Ship's Articles and a copy of the agreement is kept on board together with the Ship's Articles (section 10 of Law 46/63).
5. The agreement of engagement of every seafarer is concluded with the shipowner, or his duly authorised representative, or the master, is entered in the Ship's Articles and a copy of the agreement is kept on board together with the Ship's Articles (section 12 of Law 46/63).
6. Any deletion, correction, alteration, destruction, distortion or any omission to effect the necessary entries in the Ship's Articles constitutes an offence (section 102 of Law 46/63).
7. It is the master's responsibility to take all necessary actions so that additional Articles of Agreement are kept on board. When the Ship's Articles are filled with entries, the master shall present the Ship's Articles for replacement at the Competent or Consular Authority of the Republic at the next port of call. If there is no Competent or Consular Authority of the Republic, the master shall record the engagement or discharge of the seafarer in the new Ship's Articles and in the Seafarer's Identification and Record Book. Such entries should be certified by the Competent Authority or Consular officer of the Republic at the first port of call where such Authority exists (section 103 of Law 46/63).
8. The Master and the Management Company shall submit, without delay, to the Competent Authority the Six Month List of the Seafarers engaged, discharged and/or repatriated on forms M.S. 50 on the 30<sup>th</sup> of June and 31st of December of each year. Failure to comply with this requirement constitutes an offence. (Article 2 of ILO CONVENTION No. 147).

FULL NAME OF SEAFARER (underline surname)	POSITION ON BOARD	SEAFARER'S IDENTIFICATION & RECORD BOOK NUMBER AND PASSPORT	CITIZENSHIP	NEXT OF KIN	PORT OF ENGAGEMENT		SIGNATURE & STAMP OF COMPETENT CYPRIOT AUTHORITY	PORT OF DISCHARGE		STAMP & SIGNATURE OF CYPRIOT COMPETENT AUTHORITY
			PLACE & DATE OF BIRTH	ADDRESS	TERMS OF EMPLOYMENT* SEAFARER'S SIGNATURE	DATE/ PLACE		SEAFARER'S SIGNATURE	DATE / PLACE	

\*Please insert as appropriate: 1) C.A. (As per Collective Agreement) 2) I.C.E. (As per Individual Contract of Employment)

\*\* Please insert as appropriate: 1) M.C. (Mutual Consent) 2) S/D (Sickness / Death) 3) S.R. (At Seafarer's Request and Master's Opposing) 4) M.R. (At Master's Request).

## LIST OF CHILDREN UNDER 16 YEARS OF AGE EMPLOYED ON BOARD

Ratification Law 8(III)/94 of the International Labour Organisation Convention No. 58 requires that children under the age of 16 years should not be employed on board except in the cases provided by the Convention and that a register shall be kept of all persons under the age of 16

FULL NAME AND SURNAME	POSITION ON BOARD	PASSPORT NO.	CITIZENSHIP / PLACE & DATE OF BIRTH	NEXT OF KIN NOT EMPLOYED ON BOARD ADDRESS	PORT OF ENGAGEMENT	SIGNATURE & STAMP OF CYPRIOT COMPETENT AUTHORITY	PORT OF DISCHARGE	SIGNATURE & STAMP OF CYPRIOT COMPETENT AUTHORITY
		ISSUING AUTHORITY			PLACE / DATE		NAME AND SIGNATURE OF NEXT OF KIN EMPLOYED ON BOARD	

**FOR OFFICIAL USE ONLY**

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COMPETENT OR CONSULAR AUTHORITY'S ENDORSEMENT

1) PLACE/DATE ..... ..... STAMP*/SIGNATURE .....	2)
3)	4)
5)	6)
7)	8)
9)	10)

\* A stamp of £5 (five pounds) value should be affixed or F.18 Number

## **SCHEDULE III**



M.S.50

**SIX - MONTH LIST OF SEAFARERS ENGAGED, DISCHARGED & REPATRIATED FOR THE**  
**PERIOD OF 1<sup>st</sup> January / 1<sup>st</sup> July 20..**  
**TO 30<sup>th</sup> June/ 31<sup>st</sup> December 20... \***

SHIP'S NAME	CALL SIGN	IMO NUMBER	M.M.S.I. NUMBER	SHIP'S ARTICLES SERIAL NUMBER

** S.N 1	FULL NAME AND SURNAME OF SEAFARER  (Underline the Surname)	POSITION ON BOARD	SEAFARERS IDENT. RECORD BOOK No:	PORT OF ENGAGEMENT /DATE	PORT OF DISCHARGE AND REPATRIATION /DATE ***
			PASSPORT NUMBER- CITIZENSHIP		

Master's signature and Ship's stamp

.....

**INSTRUCTIONS FOR COMPLETION OF THE LIST**

1. Insert all requested information of the list clearly and in a legible form.
2. The list is completed signed and stamped by the master and covers the period from 1st January to 30th June or from 1st July to 31st December of each year.
3. In the event of registration of a vessel, the List shall be submitted at the next date of submission (30<sup>th</sup> June or 31<sup>st</sup> December),
4. In the event of transfer of Ownership the List shall be submitted at the date of the transfer by the registered owners a List shall also be submitted by the new owners for the remaining period at the next date of submission (30<sup>th</sup> June or 31<sup>st</sup> December).
5. In the event of deletion of the vessel the List shall be submitted at the date of her deletion.
6. The original must be forwarded to the following address fully signed and stamped within a period of two months as from 30 June and 31 December for the first and second semester, respectively:

DEPARTMENT OF MERCHANT SHIPPING  
P.O.Box 56193  
LEMESOS  
CYPRUS  
Telefax No. 00357-5-848200  
E-mail Address : [dms@cytanet.com.cy](mailto:dms@cytanet.com.cy)

Copies of the list should be kept on board and with the Shipowners' or Shipmanagers' offices.

- \* Complete and delete as appropriate
- \*\* Serial Number
- \*\*\* Please insert as appropriate:
  - 1) S.O. ("Shipowner's Account" where the shipowner covers the repatriation expenses)
  - 2) S.A. ("Seafarer's Account" where the seafarer covers the repatriation expenses)