



**REPUBLIC OF
THE MARSHALL ISLANDS**
MARITIME ADMINISTRATOR

Marine Guideline

No. 7-38-1

Mar/2024

**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF
MERCHANT SHIPS, AND RECOGNIZED ORGANIZATIONS**

SUBJECT: Reduced Crew for Yachts Temporarily Taken Out of Service

Reference: (a) **RMI [Maritime Regulations](#)** (MI-108)
(b) **RMI Marine Notice [7-038-2](#)**, *Minimum Safe Manning Requirements for Vessels*

PURPOSE

This Marine Guideline (MG) clarifies the Republic of the Marshall Islands (RMI) Maritime Administrator's (the "Administrator") conditions and procedures for yachts that have been temporarily taken out of service and where no formal lay-up Certificate of Registry (COR) has been issued by the Administrator. This status, which is also known as "warm lay-up", often occurs during maintenance periods and/or when the yacht is seasonally non-operational.

APPLICABILITY

This guideline applies to all RMI-flagged yachts that carry a Minimum Safe Manning Certificate (MSMC). Yachts that do not carry a MSMC should also follow the recommendations established in this MG.

GUIDANCE

1.0 Reduced Crew when Safely Moored

When a yacht is in port or at a docking facility, the requirements for minimum safe manning¹ do not apply. Therefore, the Administrator has no objection to the number of crew being reduced to less than as specified on the MSMC, provided the yacht remains safely moored and that:

- 1.1 the yacht maintains compliance with its applicable "Declaration of Use" (MI-127) as it is still considered an active vessel by the Administrator; and

1. See Marine Notice [7-038-2](#).

- 1.2 a suitable number of qualified crew remain onboard to effectively address any emergencies that may arise.

2.0 Reduced Crew in Warm Lay-up

- 2.1 When a yacht enters warm lay-up, the Administrator has no objection to the number of crew being further reduced, provided that the yacht:

- .1 remains safely moored in a marina or port and the local port authorities have been notified and agree with the proposed number of crew; or
- .2 remains in a shipyard, repair, or maintenance facility and the captain communicates to the appropriate person at the facility the number and responsibilities of crew remaining onboard.

- 2.2 For §§2.1.1 - 2.1.2, above:

- .1 the crew reduction should be approved by:
 - a. the Designated Person Ashore for yachts subject to the International Safety Management Code, or
 - b. the Designated Person or Owner's Representative for other yachts; and
- .2 logbook entries should be maintained.

- 2.3 Where the Captain is not available onboard (meaning on leave), the next highest-ranking officer is considered “in command” and takes responsibility for the day-to-day operations and safety of the yacht and persons onboard. This can also be another officer or crewmember as assigned by the Captain or owner.

- 2.4 Yachts with reduced crews needing to relocate to another berth under their own power may do so within port limits, provided there are an adequate number of appropriately qualified crew and officers or shipyard personnel onboard to allow for a safe transit.

- 2.5 The Administrator considers relocating outside port limits as proceeding to sea. In such a case, the yacht when transiting under its own power must comply with the MSMC.

3.0 Yachts in Official Lay-Up

Yachts that have been formally taken out of service for prolonged periods of time and wishing to request a COR for Lay-Up should refer to the MG [1-11-1](#), *Lay-Up of Vessels*.