

**GIBRALTAR MARITIME ADMINISTRATION**  
(Ministry of Maritime Affairs)



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**Shipping Guidance Notice – 42**

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To: Ship Owners, Operators, Masters, Officers and Classification Societies

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**Requirement of Publications**

Gibraltar-registered ships are required to carry on board:

1. Navigational Charts
2. Notices to Mariners
3. Annual Notices to Mariners
4. IMO Ship's Routeing
5. Sailing Directions/ Pilots
6. Ocean current/ Tidal Stream Atlases
7. Admiralty Tide tables
8. Admiralty Lists of Lights
9. Admiralty Lists of Radio Signals
10. ITU List VIIA – Alphahetical list of call signs and numerical table of ID stations
11. ITU Manual for use by the Maritime Mobile & Maritime Mobile Satellite Service
12. Nautical Almanac
13. Navigational tables (Norries or Burtons tables)
14. IMO International Code of Signals
15. ALC1 - Articles of Agreement cover
16. ALC1-A List of crew & signatures of seamen who are part to the crew agreement [pad of 50 pages]
17. ALC1-B List of seamen exempt under section 25(5) [pad of 50 pages]
18. ALC1-C List of young persons ( all seafarers under the age of 18) [pad of 50 pages]
19. ALC-NFD-1D\* Minimum crew agreement  
[For commercial yachts ALC(YT)1\* instead of ALC-NFD-1D]
20. ALC6 \* Copy of crew agreement – required for all ships
21. RBD1 Return of Births & Deaths Form

\* These documents will not be required when the MLC comes into force on Gibraltar registered ships, as every seafarer will have to have his/her copy of a contract of employment

22. Official Log Book LOG1 (L) Rev 3/00
23. Official Log Book Part II LOG 2 for passenger ships only
24. Deck Log Book
25. Engine Room Log Book
26. GMDSS Log Book [refer to SGN 004]
27. Oil Record Book (Cargo ships)

28. Cargo Record Book (Tankers)
29. Garbage Record Book
30. Compass error book
- 31. IAMSAR Vol III**
32. Loadline Rules
33. ISPS Code
34. ISM Code
35. LSA Code
36. FSS Code
37. SOLAS
38. SOLAS Signal Card
39. MARPOL
40. STCW 95
41. COLREGS 72 as amended
42. International (IMO/ ILO/ WHO) Medical Guide or Ship Master's Medical Guide
43. MFAG and EmS – if ship certified to carry dangerous goods
44. Codes (e.g. HSC, DSC, IBC, BCH, IGC, MODU etc) applicable to the ship
45. ILO Code of Practice for Accident Prevention or UK-MCA Code of Practice for Merchant Seamen
46. Operation and Maintenance instruction/ Manual for Navigational Aids carried on board
47. Gibraltar Administrative Instructions –
  - a. Gibraltar Shipping Guidance Notices
  - b. Gibraltar Shipping Information Notices
  - c. Gibraltar Security Notices
  - d. Gibraltar MLC Notices
48. Mariners' Handbook
49. IMO Code of Safe Practice for Ships Carrying Timber Deck Cargos (only for vessels carrying deck timber cargoes).
50. MSN and MGN (published by UK-MCA) relevant to Gibraltar ships
51. International Convention for the Control and Management of Ships' Ballast Water and Sediment
52. Gibraltar Merchant Shipping legislation and administrative instructions issued by the Maritime Administrator on safe operation and protection of the environment, including training of seafarers.

Note:

1. Nautical charts in electronic format are acceptable when issued by the UK Hydrographic Office.  
[Refer to SGN 033]

Alan Cubbin  
Maritime Administrator

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All notices are available through [www.gibraltarship.com](http://www.gibraltarship.com)

This copy of the Administrative Instruction has been sent electronically and does not carry a signature or official stamp. A sign and stamped copy will be available upon request