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**GUIDELINES FOR PREPARING PLANS FOR CO-OPERATION BETWEEN
SEARCH AND RESCUE SERVICES AND PASSENGER SHIPS**

(in accordance with SOLAS regulation V/7.3)

1 The Maritime Safety Committee (MSC), at its seventy-seventh session (28 May to 6 June 2003), recalled that MSC 74 had approved MSC/Circ.1000 on "Guidelines for preparing plans for co-operation between SAR services and passenger ships (in accordance with SOLAS regulation V/7.3)" and that MSC 75 had approved MSC/Circ.1041 on "Guidelines for ship operators and the search and rescue (SAR) services on minimum requirements for SAR Data Providers holding SAR co-operation plans in accordance with SOLAS regulation V/7.3 and MSC/Circ.1000 and the provision of up-to-date plans at all times".

2 The Committee, at its seventy-sixth session (2 to 13 December 2003), being of the opinion that MSC/Circ.1000 might need improvement from the choice of an SDP point of view, instructed COMSAR 7 to consider combining and clarifying MSC/Circs.1000 and 1041, and submit the results to MSC 77 for consideration.

3 The Committee, having considered the recommendations made by the COMSAR Sub-Committee at its seventh session (13 to 17 January 2003), approved Guidelines for preparing plans for co-operation between search and rescue services and passenger ships (in accordance with SOLAS regulation V/7.3), as set out in the annex, combining and revoking MSC/Circs.1000 and 1041.

4 Having approved the annexed Guidelines, the Committee concurred with the Sub-Committee's opinion that there was no need to amend/adjust the search and rescue co-operation plans developed in accordance with MSC/Circs.1000 and 1041.

5 Member Governments are invited to bring the annexed Guidelines to the attention of SAR service providers, shipowners, ship operators, ship masters and all other parties concerned and to use the provisions contained therein as appropriate.

ANNEX

GUIDELINES FOR PREPARING PLANS FOR CO-OPERATION BETWEEN SEARCH AND RESCUE SERVICES AND PASSENGER SHIPS

(in accordance with SOLAS regulation V/7.3)

1 Introduction

1.1 The purpose of these Guidelines is to provide a uniform basis for the establishment of plans for co-operation between passenger ships and SAR services¹ in accordance with SOLAS regulation V/7.3. Co-operation plans developed in accordance with the Guidelines will meet the requirements of the regulation.

1.2 These Guidelines are applicable to all passenger ships to which SOLAS chapter I applies. They are relevant to the safety management system maintained by passenger ships in accordance with the International Safety Management (ISM) Code and, in particular, to the section of the safety management system dealing with emergency preparedness. They may also be taken into consideration when drawing up SAR co-operation plans for passenger ships in the domestic trade.

2 Aims and objectives of SAR co-operation planning

2.1 The aim of SAR co-operation planning is to enhance mutual understanding between a ship, a company and SAR services so that, in the event of an emergency, all three parties will be able to work together efficiently. This is best achieved by the prior exchange of information and by conducting joint emergency response exercises.

2.2 The objectives of SAR co-operation planning are:

- .1 to link the SAR response plans of the company, the passenger ship and relevant SAR services so that these plans complement each other;
- .2 to enable the early and efficient establishment of contact in the event of emergency between the passenger ship, her operators' shore-based emergency response system and the SAR services. The SAR co-operation plan should ensure that all relevant contact details are known to each of the three parties beforehand and that these details are kept up-to-date;
- .3 to provide the SAR services with easily accessible and up-to-date information about the ship – in particular her intended voyage and her communications and emergency response systems; and
- .4 to provide the ship and her operators with easily accessible information about SAR and other emergency services available in the ship's area of operation, to assist in decision-making and contingency planning.

¹ *Search and rescue service.* The performance of distress monitoring, communication, co-ordination and search and rescue functions, including provision of medical advice, initial medical assistance or medical evacuation through the use of public and private resources including co-operating aircraft, vessels and other craft and installations.

2.3 The co-operation plan is of use when a passenger ship suffers an emergency herself or when she responds as a SAR facility², particularly when carrying On Scene Co-ordinator³.

3 The regulation

3.1 The text of SOLAS V/7.3 is as follows:

“Passenger ships, to which chapter I applies, shall have on board a plan for co-operation with appropriate search and rescue services in event of an emergency. The plan shall be developed in co-operation between the ship, the company as defined in regulation IX/1, and the search and rescue services. The plan shall include provisions for periodic exercises to be undertaken to test its effectiveness. The plan shall be developed based on the guidelines developed by the Organisation.”

4 General requirements

4.1 The SAR co-operation plan does not replace more detailed emergency response plans already in place, whether as part of the company’s safety management system or the SAR services’ arrangements. But these plans should be linked so that the tripartite response to an emergency involving a passenger ship – i.e., the response on-board, from the company’s emergency response organisation ashore and from the SAR services – is co-ordinated effectively and efficiently. The SAR co-operation plan serves as that link.

4.2 The co-operation plan should contain the basic information, which will enable the response to any emergency to commence without delay. This information will include direct contact details for the three parties – ship, company and SAR services or SAR data provider⁴ (SDP) as described in section 6.

4.3 Each of the parties to the co-operation plan should have access to a controlled copy⁵ of it, so that each then knows what information is already available to the others.

4.4 Guidelines on testing the co-operation arrangements between a ship, a company and SAR services are in section 9 below.

5 SAR co-operation plan frameworks

5.1 The co-operation plan should be concise and user-friendly, so as to enable its easy use in emergency conditions. Depending on the type of trade the passenger ship is in, the co-operation plan should be drawn up according to the frameworks set out in Appendices 1 or 2 to these Guidelines. The frameworks and the SAR co-operation planning process are described in sections 7 and 8 below and are illustrated by flow diagrams given in appendix 3.

² *Search and rescue facility.* Any mobile resource, including designated search and rescue units used to conduct search and rescue operations.

³ *On-scene co-ordinator.* A person designated to co-ordinate search and rescue operations within a specified area.

⁴ The ‘search and rescue data provider’ is defined in the International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual as “a source for a rescue co-ordination centre to contact to obtain data to support search and rescue operations...” (Vol I, page xi).

⁵ Document control, including controlled distribution of the copies of the plan held aboard the ship, by the company and by the SAR services, is essential to ensuring that all copies are kept up-to-date.

5.2 The use of common frameworks enables SAR service personnel to find the information they require rapidly, whatever ship or company they are dealing with. Likewise, ship's crew members, or members of the company emergency response team ashore, are able to find the information they require, whatever the SAR region⁶ in which the emergency has occurred.

5.3 The frameworks are designed to enable modules of information (about different ships or SAR services, for example) to be easily added to the co-operation plan or removed from it, if no longer relevant, without the need for the whole co-operation plan to be revised.

6 Use by ships trading through many SAR regions

6.1 It will significantly enhance the effectiveness and efficiency of the response to an emergency if passenger ship crews and operators have developed a good mutual understanding with the SAR services available to them. This is as true for passenger ships, which routinely transit many SAR regions, as for any other passenger ship. Direct co-operation planning between ships, companies and local SAR services is encouraged wherever possible.

6.2 However, there are administrative difficulties in maintaining *direct* links between a ship transiting many SAR regions, such as some cruise ships, and each SAR service with which she might come into contact. For such ships it is not necessary to hold a copy of the ship's SAR co-operation plan at all the Rescue Co-ordination Centres⁷ (RCCs) whose regions she transits, nor to maintain on board extensive and up-to-date details of each and every SAR service.

6.3 The administrative difficulties can be overcome by use of the SAR data provider system, which permits the use of contact points between the global SAR service and cruise ship operators.

6.4 Under this system, the SAR data provider holds the ship's SAR co-operation plan on behalf of the SAR services. SAR services contact the SAR data provider to obtain the co-operation plan when it is required.

6.5 The company or the ship should select a suitable SAR data provider. A shipping company, RCC, or other suitable entity may act as an SAR data provider. However, the ship cannot be her own SAR data provider, as this would negate the fundamental concept of easing the load on ship's staff during an emergency.

6.6 The SAR data provider should be able to provide essential information rapidly to the parties concerned. In order to achieve this, each SAR data provider should:

- .1 arrange easy, continuous and immediate access to its SAR co-operation plans for relevant shipping companies and operators and for all RCCs with responsibilities in the operating areas of the ships concerned;

⁶ *Search and rescue region.* An area of defined dimensions associated with a rescue co-ordination centre within which search and rescue services are provided.

⁷ *Rescue co-ordination centre.* A unit responsible for promoting efficient organization of search and rescue services and for co-ordinating the conduct of search and rescue operations within a search and rescue region.

- .2 ensure that essential technical capabilities, such as computers and communications links, are reliable and are redundant or have arrangements in place for rapid repair, and are provided with sources of emergency power; establishing a back-up SAR data provider may satisfy this requirement;
- .3 ensure that updates to plans are made promptly and that back-up data in paper or electronic form is kept in a suitable safe location and is readily available; and
- .4 ensure that, if staff are necessary to provide with data access to authorised users, such personnel are always available to handle urgent requests, trained to properly retrieve and transmit the needed information and proficient in the use of the English language; and
- .5 ensure that pertinent information in the International SAR Co-operation Plans Index, including information on the primary and any back-up SAR data providers, is kept up-to-date. Details of the Index and the procedure for updating it are at section 8 below.

6.7 SAR data providers should only release copies of co-operation plans to those parties named in the plans' controlled distribution lists – and to co-ordinating RCCs on request, in the event of emergency or for contingency planning purposes.

6.8 A passenger ship such as a ferry, which trades on fixed routes, should not use the SAR data provider system, but should compile a co-operation plan incorporating details of all the SAR services along her route, in accordance with appendix 1 of these Guidelines. Other passenger ships transiting many different SAR regions, perhaps on a seasonal basis, such as some cruise ships, may choose to use the SAR data provider system. Such ships are not required to include in the co-operation plan information beyond that set out in appendix 2 to these Guidelines.

6.9 Flow diagrams summarising the SAR co-operation planning process in both cases are given at appendix 3.

6.10 Regardless of which system ships use, they are still encouraged to liaise as best they can with relevant SAR services. Direct communications, where practicable, will always be better than indirect.

7 Administrative requirements for ships not using the SAR data provider system

7.1 The procedure described in this paragraph is that for ships *not* using the SAR data provider system – that is, passenger ships on fixed routes, such as ferries. These ships and/or their operators will work with the relevant SAR services to complete and maintain a SAR co-operation plan drawn up in accordance with the framework set out in appendix 1 of these Guidelines. The first flow diagram in appendix 3 illustrates this process. The procedure for ships which *are* using the SAR data provider system is described in section 8 below.

7.2 In order to compile a SAR co-operation plan in accordance with appendix 1 of these Guidelines, the ship or the company should contact one of the SAR services responsible for the area in which the ship operates.

7.3 The ship or company and the SAR services each complete their own sections of the framework. The ship or company is responsible for providing the information in module 1 'The company' and module 2 'The ship(s)'. The SAR services are responsible for providing the introductory paragraphs, module 3 'The RCCs' and module 4 'SAR facilities'. It is recommended that neighbouring SAR services each hold copies of the others' modules of information, so that the ship or company need only contact one SAR service in order to complete the whole co-operation plan.

7.4 Module 5 'Media relations' and module 6 'Periodic exercises' should be considered jointly. Module 5 is intended to contain brief details of how the company and the SAR services will co-ordinate their response to news media interest in any emergency and should include contact details for their respective press/public relations officers. The requirements of module 6, appendix 1, are considered in more detail in section 9 below.

7.5 Copies of the completed co-operation plan should be distributed to each of the three parties to emergency response – the ship, the company and the relevant SAR services. A controlled distribution system should be used to ensure that all parties maintain an up-to-date copy.

7.6 The co-operation plan should be written in:

- .1 the on-board working language(s) of the passenger ship; and
- .2 English and, if agreed, a language or languages commonly used by the ship, the company and the SAR services.

The aim is that all those likely to need to refer to the co-operation plan should have a copy readily available in a language in which they are fluent. The co-operation plan may be provided and distributed electronically if agreed between the ship, the company and the SAR services.

7.7 SAR co-operation plans, once they have been agreed for a particular ship, should be recognised by the SAR services of all Administrations.

7.8 The originator of each module of the co-operation plan (the ship, company or SAR service, as appropriate) is responsible for keeping it up-to-date and ensuring that all those holding controlled copies of the module are advised of changes. Each holder of a controlled copy of the co-operation plan is responsible for making and recording notified changes.

7.9 All parties should know where the controlled copies of the SAR co-operation plan are held. Each SAR co-operation plan should therefore contain a controlled distribution list; and each party to it should ensure that all relevant staff is aware of its existence, where it is stored and how it may be used.

8 Administrative requirements for ships, which are using the SAR data provider system

8.1 The procedure described in this section is that for passenger ships that transit many SAR regions and choose to use the SAR data provider system. These ships and/or their operators will identify a SAR data provider (seeking advice from relevant SAR services as necessary) and will complete and maintain a SAR co-operation plan drawn up in accordance with the framework set out in appendix 2 of these Guidelines. The second flow diagram in appendix 3 illustrates this process. The procedure for ships *not* using the SAR data provider system is described in section 7 above.

8.2 If the SAR data provider system is being used, the ship or company and the SAR data provider each complete their own sections of the framework, as appropriate. Module 4 'Media relations' and module 5 'Periodic exercises' should be considered jointly. Module 4 is intended to contain brief details of how the company will co-ordinate with the SAR services their response to news media interest in any emergency, and should include contact details of the company's press/public relations officers. The requirements of module 5 are considered in more detail at section 9 below.

8.3 Controlled copies of the completed co-operation plan should be distributed by the company and be held by the ship, the company and the SAR data provider. A controlled distribution system should be used to ensure that all parties maintain an up-to-date copy.

8.4 All parties should know where SAR data is held. Each copy of the plan should therefore contain a controlled distribution list, and each party to it should ensure that all relevant staff is aware of its existence, where it is stored and how it may be used.

8.5 It is not essential that every RCC through whose SAR region the ship trades should hold a copy of the co-operation plan on file, only that each RCC should be able to obtain a copy from the relevant SAR data provider without delay. The SAR data provider holds copies of the co-operation plan for onward distribution to the co-ordinating RCC on request, in the event of an emergency or for contingency planning purposes.

8.6 Likewise it is not essential for the ship to carry details of each and every SAR region's resources, if the SAR data provider system is being used. However, the ship should always be able to obtain such details.

8.7 It is recommended that the ship carry on board details of the SAR services in regions in which she spends the majority of her time. But as a minimum, the ship should carry contact details for her SAR data provider, as set out in the framework in appendix 2.

8.8 The co-operation plan should be written in:

- .1 the on-board working language(s) of the passenger ship; and
- .2 English and, if agreed, a language or languages commonly used by the ship, the company, and the SAR data provider.

The aim is that all those likely to need to refer to the co-operation plan should have a copy readily available in a language in which they are fluent. The co-operation plan may be provided and distributed electronically if agreed between the ship, the company and the SAR data provider. The SAR data provider must maintain a copy of each co-operation plan in at least the English language and should be able to transmit it immediately to the co-ordinating RCC on request, in the event of an emergency or for contingency planning purposes. Paragraph 6.5 above details the required capabilities of the SAR data provider in this context.

8.9 SAR co-operation plans, once they have been agreed for a particular ship, should be recognised by the SAR services of all Administrations.

8.10 The originator of each module of the co-operation plan (the ship, the company or the SAR data provider, as appropriate) is responsible for keeping it up-to-date and ensuring that all those holding controlled copies of the module are advised of changes. Each holder of a controlled copy of the co-operation plan is responsible for making and recording notified changes.

8.11 It is necessary to have a means of identifying who is acting as a particular ship's SAR data provider, to enable co-ordinating RCCs to obtain a copy of the co-operation plan on request, in the event of emergency or for contingency planning purposes.

8.12 The International SAR Co-operation Plans Index enables users to look up a ship by any of three means of identification (name, callsign or MMSI), and to identify who is that ship's SAR data provider and how to contact them. Information in the Index is deliberately limited: the co-operation plans themselves are the prime documents. Index entries are submitted and kept up-to-date by the SAR data provider.

8.13 Index entries and any subsequent amendments should be submitted by the SAR data provider to:

International SAR Co-operation Plans Index
HM Coastguard
Pendennis Point
Castle Drive
FALMOUTH TR11 4WZ
United Kingdom

tel: +44 1326 211569
fax: +44 1326 319264

The telephone is staffed 0845 - 1700 local time, Monday to Friday.

Entries should be made for all passenger ships using the SAR data provider system in accordance with these Guidelines; i.e, ships which trade through many SAR regions. Entries for other passenger ships trading internationally will also be accepted. Entries should include:

- ship's name;
- callsign;
- MMSI;
- company identity;
- SAR data provider identity; and
- SAR data provider's 24-hour contact telephone number.

8.14 Entries received are added to the International SAR Co-operation Plans Index, which has been linked to the website of the United Kingdom's Maritime and Coastguard Agency at www.mcga.gov.uk/sandr/coop.htm. Users with access to the Internet are recommended to visit this website to obtain the details of a particular ship's SAR data provider. Instructions on use of the Index are included on the site. Users who do not have access to the Internet are invited to contact MRCC Falmouth (24-hour telephone: +44 1326 317575) if a SAR co-operation plan is required in an emergency. MRCC Falmouth will then provide the caller with details of the relevant SAR data provider and will be able to assist further if required.

8.15 It should be noted that, although the International SAR Co-operation Plans Index is administered at MRCC Falmouth; and MRCC Falmouth also acts as SAR data provider for some ships, the two functions are distinct. Generally, it is recommended that operators choose a SAR data provider within the ship's geographical area of operation.

8.16 It is, however, essential, if the SAR data provider system is to be used, that an entry is made on the International SAR Co-operation Plans Index as described in paragraph 8.13 above.

9 Periodic exercises

9.1 The regulation requires that the co-operation plan include provisions for periodic exercises to be undertaken to test its effectiveness.

9.2 Both frequency and type of exercise will depend on the circumstances in which the ship operates, availability of SAR service resources, etc.

9.3 While it is very important that SAR co-operation arrangements be tested from time to time – by, for example, requesting local SAR service involvement in exercises already being run in accordance with the ISM Code and each ship's safety management system requirements – it is also important that the benefits of such exercises are not diluted by *over*-exercising or by always exercising in particular ways or with particular authorities. Therefore, the ship should not be required to exercise her SAR co-operation arrangements more than once in any twelve month period.

9.4 The aim should be to test all parts of the emergency response network realistically, over time. A wide variety of scenarios should be employed; different SAR services should be involved if appropriate; and exercises should be so arranged as to allow all relevant staff (including relief staff) to participate over time.

9.5 Various types of exercise are acceptable: 'full-scale' or 'live', 'co-ordination', and/or 'communications' exercises⁸ may all be appropriate, so long as the fundamental principle of co-operation between the ship, the company and SAR services is exercised. 'Tabletop' exercises, SAR seminars and liaison exchanges involving ship's personnel, shore-based company emergency response personnel and SAR service personnel can also be beneficial.

9.6 Exercises should be co-ordinated to ensure efficient use of available resources. The principle of reciprocity applies. If a ship has conducted a SAR co-operation exercise within the last twelve months, she should be deemed by all parties to have fulfilled the requirements of the regulation: the 'SAR service' should be considered a global entity in this context. Likewise, the SAR services of individual states should co-operate to ensure that passenger ships' exercise requirements are distributed between them in a way appropriate to available resources.

9.7 Exercises conducted under this regulation should occasionally include the passenger ship taking on the role of a SAR facility – and, in particular, the role of On Scene Co-ordinator, if appropriate.

9.8 Ships which have participated in actual SAR incidents may be deemed to have fulfilled the exercise requirements of this regulation.

⁸ IAMSAR Manual, Vol I, Chapter 3.3 refers.

9.9 Exercises conducted under this regulation should be formally recorded by all the main participants (ship, company and SAR service). The record should include at least the date, location and type of exercise and a list of the main participants. A copy of the record should be available aboard the ship for inspection.

10 Keeping the co-operation plan up-to-date

10.1 The information contained in each SAR co-operation plan should be kept up-to-date. Review, updating and auditing of the SAR co-operation plan should be conducted as part of the safety management system required by the ISM Code.

10.2 SAR service and SAR data provider information contained in each SAR co-operation plan should be reviewed, updated and audited in a similar way.

10.3 The International SAR Co-operation Plans Index should also be kept up-to-date. It is the SAR data provider's responsibility to ensure that this is done. SAR data providers should, therefore, check whether any amendments made to the co-operation plan affect the Index entry and, if so, should proceed in accordance with section 8 above.

APPENDIX 1

**PLAN FOR CO-OPERATION BETWEEN SEARCH AND RESCUE SERVICES AND
PASSENGER SHIPS NOT USING THE SAR DATA PROVIDER SYSTEM**

(in accordance with SOLAS regulation V/7.3)

List of Contents

Introduction⁹

Description of a Plan for Co-operation¹⁰

1 The Company¹¹

.1 name and address

.2 contact list

.1 24 hour emergency initial and alternative contact arrangements

.2 further communications arrangements (including direct telephone / fax links to relevant personnel)

.3 Chartlet(s) showing details of route(s) and service(s) together with delimitation of relevant search and rescue regions (SRRs)¹²

.4 liaison arrangements between the Company and relevant RCCs¹³

.1 provision of relevant incident information

- how specific information will be exchanged at the time of an incident, including details of persons, cargo and bunkers on board, SAR facilities and specialist support available at the time, etc

.2 provision of liaison officer(s)

- arrangements for sending Company liaison officer(s) to the RCC, with access to supporting documentation concerning the Company and the ship(s); eg, copies of fire control & safety plans as required by the flag state

⁹ To be prepared by the SAR Service

¹⁰ To be prepared by the SAR Service

¹¹ As defined in the ISM Code

¹² The chartlet may be replaced by a simple description, if appropriate.

¹³ ie, how Company and SAR Service are to work together in the event of an emergency, including the provision of that information which will only be available at the time

2 The ship(s)¹⁴

.1 [ship 1]¹⁵

.1 basic details of the ship

- MMSI
- callsign
- country of registry
- type of ship
- gross tonnage
- length overall (in metres)
- maximum permitted draught (in metres)
- service speed
- maximum number of persons allowed on board
- number of crew normally carried
- medical facilities

.2 communications equipment carried¹⁶

.3 simple plan of decks and profile of the ship, transmittable by electronic means, and including basic information on

- lifesaving equipment
- firefighting equipment
- plan of helicopter deck / winching area with approach sector
- helicopter types for which helicopter deck is designed
- means on board intended to be used to rescue people from the sea or from other vessels

and a colour picture of the ship

.2 [ship 2 – as for ship 1, etc]

3 The RCC(s)¹⁷

.1 search and rescue regions along the route

- chartlet showing SRRs in relevant area of ships' operation

.2 SAR mission co-ordinator¹⁸ (SMC)

- definition
- summary of functions

¹⁴ To be prepared by the Company

¹⁵ Enter here the ship's name

¹⁶ Enter here basic information on the ship's communications fit, frequencies available, identifiers, etc

¹⁷ To be prepared by the SAR service

¹⁸ Search and rescue mission co-ordinator (SMC). The official temporarily assigned to co-ordinate response to an actual or apparent distress situation.

- .3 on scene co-ordinator (OSC)
 - definition
 - selection criteria
 - summary of functions
- 4 SAR facilities¹⁹
 - .1 [SRR]²⁰
 - .1 RCC/RSCs along the route
 - addresses
 - .2 communications
 - equipment
 - frequencies available
 - watch maintained
 - contact list (MMSIs, callsigns, telephone, fax and telex numbers)
 - .3 general description and availability of designated SAR units (surface and air) and additional facilities along the route, eg:
 - fast rescue vessels
 - other vessels
 - heavy / light helicopters
 - long range aircraft
 - fire fighting facilities
 - .4 communications plan
 - .5 search planning
 - .6 medical advice / assistance
 - .7 firefighting, chemical hazards, etc
 - .8 shore reception arrangements
 - .9 informing next-of-kin
 - .10 suspension / termination of SAR action
 - .2 [SRR 2 – as for SRR 1, etc]

¹⁹ To be prepared by the SAR service.

²⁰ Enter here the name of the relevant state.

- 5 Media relations²¹
- 6 Periodic exercises²²

²¹ To be prepared jointly by the Company and each SAR Service concerned.

²² Frequency, form and content of training to be considered jointly by the Company and the SAR Service(s) concerned.

APPENDIX 2

**SIMPLIFIED PLAN FOR CO-OPERATION BETWEEN SEARCH AND RESCUE
SERVICES AND PASSENGER SHIPS USING THE SAR DATA PROVIDER SYSTEM**

(in accordance with SOLAS regulation V/7.3)

Introduction

1 The Company²³

- .1 name and address
- .2 contact list
 - .1 24 hour emergency initial and alternative contact arrangements
 - .2 further communications arrangements (including direct telephone / fax links to relevant personnel)
- .3 Chartlet(s) showing details of route(s) and service(s) together with delimitation of relevant search and rescue regions (SRRs)²⁴

2 The ship(s)²⁵

- .1 [ship 1]²⁶
 - .1 basic details of the ship
 - MMSI
 - callsign
 - country of registry
 - type of ship
 - gross tonnage
 - length overall (in metres)
 - maximum permitted draught (in metres)
 - service speed
 - maximum number of persons allowed on board
 - number of crew normally carried
 - medical facilities

²³ As defined in the ISM Code

²⁴ The chartlet may be replaced by a simple description, if appropriate.

²⁵ To be prepared by the Company

²⁶ Enter here the ship's name

- .2 communications equipment carried²⁷
- .3 simple plan of decks and profile of the ship, transmittable by electronic means, and including basic information on
 - lifesaving equipment
 - firefighting equipment
 - arrangements for working with helicoptersand a picture of the ship

.2 [ship 2 – as for ship 1, etc]

3 SAR Data Provider

.1 []²⁸

.1 address

.2 contact arrangements

4 Media relations²⁹

5 Periodic exercises³⁰

²⁷ Enter here basic information on the ship's communications fit, frequencies available, identifiers, etc

²⁸ Enter here the name of the SAR data provider.

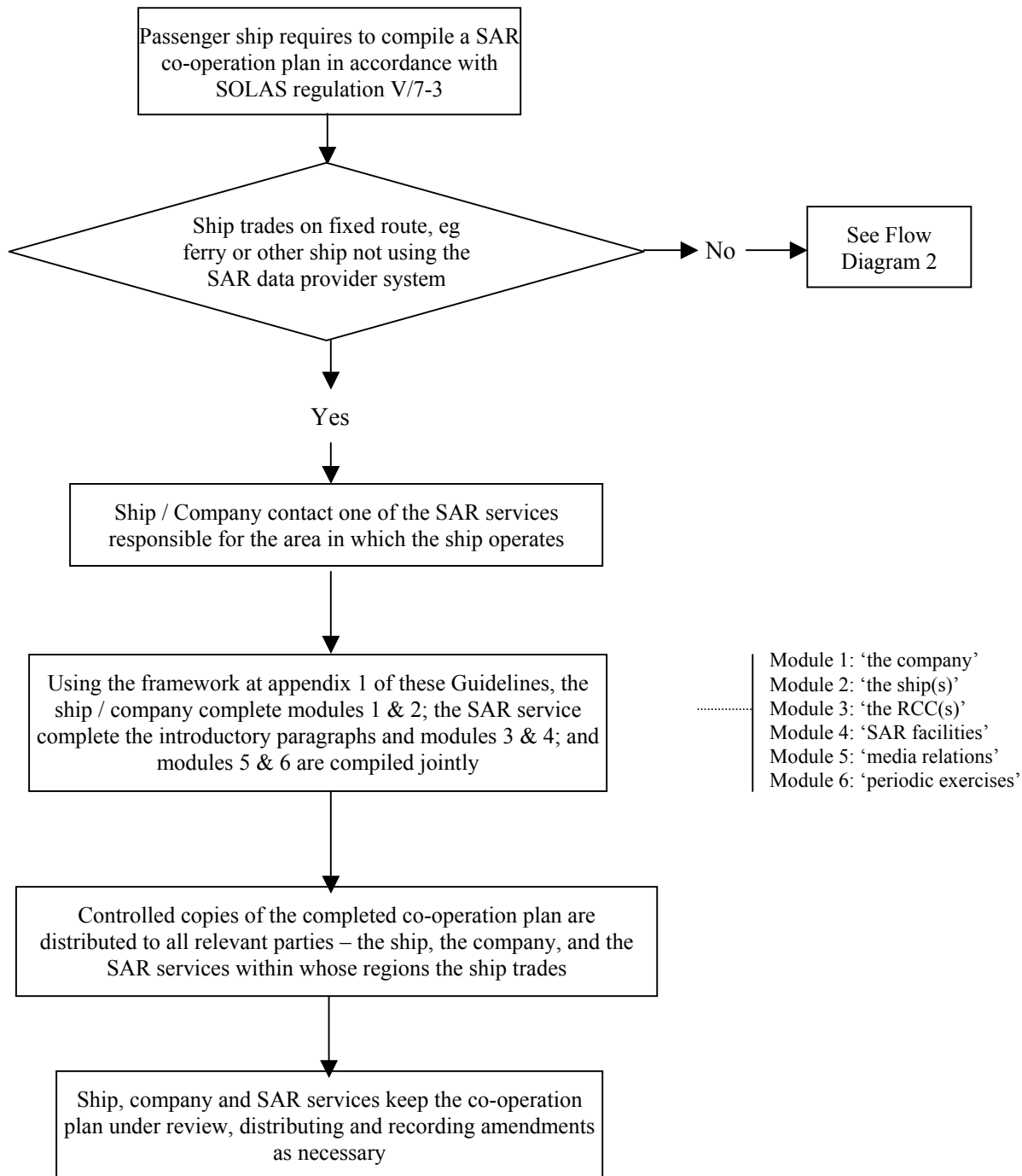
²⁹ Details of the Company's arrangements for working with the news media should be entered here.

³⁰ Exercises should be co-ordinated between the parties involved to ensure efficient use of available resources.

APPENDIX 3

SAR CO-OPERATION PLANNING: FLOW DIAGRAMS

1 Administrative requirements for ships *not* using the SAR data provider system (section 7)



2 Administrative requirements for ships which *are* using the SAR data provider system (section 8)

