



MARINE SAFETY AGENCY

MERCHANT SHIPPING NOTICE No. M.1579

---

---

## Minimum Training Requirements for Personnel Nominated to Assist Passengers in Emergency Situations

Notice to Owners, Managers, Masters and Crew of Passenger Ships

---

---

### Introduction

1. On 4 November 1993, the 18th Assembly of the International Maritime Organisation adopted Resolution A770 (18) on the subject of minimum training requirements for personnel nominated to assist passengers in emergency situations on passenger ships. A copy of this Resolution is attached as an Annex to this Notice. Its contents are not mandatory but the advice it contains is endorsed by the MSA.
2. Owners, Managers and Officers are recommended to ensure that crew members nominated to assist passengers in emergency situations are trained in accordance with the Resolution.
3. The contents of this M. Notice should be read in conjunction with the Merchant Shipping (Musters and Training) Regulations 1986 (S.I. 1071 of 1986) as amended in 1993 (S.I. 3231 of 1993) and Merchant Shipping Notices Nos. M.1217, M.1396 and M.1441.
4. Where suitable training is undertaken ashore, this would usefully be supplemented by shipboard training because familiarity with a specific ship and knowledge of the locations of various equipment and escape routes on board is invaluable.

Marine Safety Agency  
Spring Place  
105 Commercial Road  
Southampton SO15 1EG  
November 1994

© Crown Copyright 1994

*Safe Ships Clean Seas*



IMO

A 18/Res. 770

Adopted on 4 November 1993

**Recommendation on Minimum Training Requirements for Personnel nominated to assist  
Passengers in Emergency Situations on Passenger Ships**

**1. General**

1.1 Personnel nominated on muster lists to assist passengers in emergency situations should receive additional training to enable them to perform their duties properly. The number of trained persons should always be sufficient to assist the total number of passengers who may be on board at anyone time. The number of trained persons should be included on the ship's safe manning document.

1.2 Where training is given in a shore-based training course, it should be supplemented by shipboard training before assuming the duties referred to in 1.1. The training should be to the satisfaction of the Administration. Administrations should establish some means of ensuring that crew members maintain continued proficiency through periodic refresher training, drills or related work experience.

1.3 Communication skills should be sufficient to assist passengers during an emergency, taking into account the following criteria:

- .1 the language or languages appropriate to the principal nationalities of passengers carried on a particular route;
- .2 the likelihood that an ability to use elementary English vocabulary for basic instructions can provide a means of communicating with a passenger in need of assistance whether or not the passenger and crew member share a common language;
- .3 the possible need to communicate during an emergency by some other means (e.g. by demonstration, or hand signals, or calling attention to the location of instructions, muster stations, life-saving devices or evacuation routes) when verbal communication is impractical;
- .4 the extent to which complete safety instructions have been provided to passengers in their native language or languages; and
- .5 the languages in which emergency announcements may be broadcast during an emergency or drill to convey critical guidance to passengers and to facilitate crew members in assisting passengers.

1.4 The training should include but not necessarily be limited to the following items.

**2. Theoretical**

2.1 Awareness of life-saving appliance plans and fire control plans. Knowledge of muster lists and emergency instructions including:

- .1 general alarms and procedures for mustering of passengers, and
- .2 areas of responsibility with emphasis on "own section".

2.2 General layout of the ship with special emphasis on location of muster and embarkation stations, accesses and escape routes.

2.3 Location and use of emergency equipment relevant to the duties in 1.1 with emphasis on "own section" and escape routes therefrom.

2.4 Location of adult and infant lifejackets.

2.5 Location of other evacuation supplies, e.g. blankets, to be taken to survival craft.

2.6 Elementary first aid and transportation of casualties.

## 2.7 Communication:

- .1 the use of internal communication systems;
- .2 raising the alarm;
- .3 alerting the passengers; and
- .4 reporting and notification.

## 2.8 Evacuation:

- .1 the use of passenger lists or counts;
- .2 the alarm signals ;
- .3 mustering; importance of keeping order and panic avoidance procedures;
- .4 emergency exits;
- .5 evacuation equipment;
- .6 control of passengers in corridors, staircases and passage ways;
- .7 maintenance of escape routes clear of obstructions ;
- .8 assistance en route to muster and embarkation station;
- .9 methods available for evacuation of disabled persons and persons needing special assistance;
- .10 restrictions on the use of elevators;
- .11 search of accommodation spaces; and
- .12 ensuring that the passengers are suitably clothed and have donned their lifejackets correctly.

## 2.9 Fire situations:

- .1 fire detection and initial containment;
- .2 raising the alarm;
- .3 danger of smoke inhalation; and
- .4 breathing protection.

## 2.10 Abandon ship situations:

- .1 correct use of individual survival equipment, e.g., lifejackets, immersion suits, lifebuoys, light and smoke signals, etc; and
- .2 need for assistance to special cases.

## **3. Practical**

- 3.1 Familiarization by means of repeated organized guided tours on board.
- 3.2 Repeated participation in fire drills and lifeboat drills including transportation of simulated casualties.
- 3.3 Repeated exercise in use of equipment such as donning of lifejackets and appropriate protective clothing.
- 3.4 Repeated exercise in use of internal communication systems.
- 3.5 Repeated exercises in evacuation.