1 Process Flowchart

Authorized Representative (AR) seeks consideration with TCMS for the vessel to be operated as a Sail Training Vessel

Vessel is Registered under the type "Sailing"

AR develops a Structured Training Program and a vessel-specific SMS

AR requests an Inspection from a Marine Safety Inspector for a Passenger Vessel certificate

Does the vessel comply with TP 11717?

YES

AR submits a request to the Marine Technical Review Board to allow the vessel to use TP 13313 instead of TP 11717

If approved AR makes modifications to bring vessel into compliance with MTRB conditions

Number of allowable "passengers in support of the program" determined

Minimum Safe Manning determined and document issued

Passenger Vessel Inspection Certificate with sail training options is issued

NO

Minimum Safe Manning determined and document issued

Passenger Vessel Inspection Certificate limited to sail training only is issued

2 Purpose

2.1 This procedure describes the process by which a Canadian registered vessel is to be recognized as a Sail Training Vessel (STV) and identifies the options available to the Authorized Representative who should comply in order to operate a sail training vessel under the Canadian flag.
3 Authority

3.1 This procedure is in accordance with the objectives of the *Canada Shipping Act, 2001* and the Tier I Policy on Sail Training Vessels.

3.2 This procedure is administered under the authority of the Director General, Marine Safety and Security, and the Marine Safety & Security Executive has approved this procedure for general application.

4 Background

4.1 These procedures are in line with the Tier I Policy on Sail Training Vessels (RDIMS # 6681631). Transport Canada Marine Safety recognizes that some design aspects of the regulatory regime for passenger vessels cannot be achieved on all Sail Training Vessels due to their historic design. TP 13313 – *Standard Relating to Design, Construction and Operational Safety of Sailing Training Vessels* provides an alternate standard to which Sail Training Vessels may comply. Vessels that comply with TP 13313 may be granted a passenger vessel certificate with a limitation to sail training operations only.

4.2 Sail Training Vessels which comply with TP 11717 - *Standard for the Construction and Inspection of Small Passenger Vessels* also require a structured training program and a vessel-specific safety management system in order to carry out sail training operations.

5 Scope

5.1 This procedure applies to Canadian registered vessels of a wind powered design, greater than 15 tons, gross tonnage, or carrying more than 12 passengers, that are intended to be used as Sail Training Vessels.

6 Responsibility

6.1 The Executive Director, Domestic Vessel Regulatory Oversight and Boating Safety, and the Director, Personnel Standards and Pilotage are jointly accountable for the development, implementation, maintenance, and continuous improvement of the procedure.

6.2 Regional Directors are responsible for the application of this procedure.

6.3 Comments or queries related to this procedure and its application should be addressed to:

Manager, National Marine Safety Program -
Flag State, Compliance & Enforcement (AMSDF)
330 Sparks Street
Ottawa ON K1A 0N8
Phone: (613) 991-3142
7 Procedure

7.1 The Authorized Representative of the commercial vessel must register it under the vessel type ‘Sailing.’

7.2 A Sail Training Vessel must have a structured training program, in accordance with section 2.7 of the policy. The structured sail training program must be specific to the tasks being performed by the trainees.

7.3 The Authorized Representative of any Sail Training Vessel should ensure that a Safety Management System (SMS) is in place, which must include written procedures and work instructions specific to the operation and maintenance of the vessel and its rigging. The SMS should reflect Section 106 of the Canada Shipping Act, 2001 and Section 206 of the Marine Personnel Regulations.

7.4 If the Authorized Representative (AR) wishes to operate as a passenger vessel limited to sail training, they should apply to the Marine Technical Review Board for an exemption from or replacement of requirements applicable to passenger vessels (i.e., permission to comply with TP 13313 and the STV Policy). The AR of sailing vessels used solely for sail training activities must then obtain a Passenger Vessel Inspection Certificate limited to sail training. Any restrictions will be reflective of the decisions of the Marine Technical Review Board.

7.5 A vessel limited to sail training operations may be authorized to carry non-trainee passengers on board up to the number specified in the vessel’s Passenger Vessel Inspection Certificate, to a maximum of twelve. These passengers, although not considered trainees, should have a purpose for being on board that is solely in support of the training program and should be given on-board familiarisation and safety training as per Section 205 of the Marine Personnel Regulations.

7.6 All vessels will be issued a Minimum Safe Manning Document indicating the minimum crewing requirements while the vessel is operating under engine power. Vessels should be manned in accordance with this document and any further requirements as per the Marine Personnel Regulations.

8 Related Documents

8.1 Canada Shipping Act, 2001
8.2 Tier I – Policy Sail Training Vessels
8.3 Standard Relating to Design, Construction and Operational Safety of Sail Training Vessels (TP 13313)
8.4 Standard for the Construction and Inspection of Small Passenger Vessels (TP 11717)
8.5 Guidelines for Moored Attraction Vessels
8.6 Marine Personnel Regulations
9 Definitions

9.1 Sail Training Vessel

A Sail Training Vessel is a vessel of a wind powered design, which exceeds 15 tons, gross tonnage, or carries more than 12 passengers, that is being used to provide a structured training program to trainees.

9.1.1 “with sail training options” means that it is a passenger vessel permitted to operate as a sail training vessel because there is a structured sail training program on board and the vessel has in place a sail training vessel-specific safety management system. In any case where it does not meet these extra requirements the vessel may only operate strictly as a passenger vessel with no trainees.

9.1.2 “limited to sail training” means that the vessel may only operate as a passenger vessel for the purposes of sail training and under the conditions as outlined in this procedure.

9.2 Structured Training Program

A structured training program provides instruction in seamanship, marine engineering, or other shipboard skills which promote teamwork, develop character and self-confidence within individuals and give trainees hands-on experience in sailing operations. The Program must include clear outcomes and detailed objectives to indicate how the outcomes will be achieved.

9.3 Trainee

A trainee is a person onboard a Sail Training Vessel who is enrolled in a structured training program. A trainee should have reached twelve years of age prior to the commencement of the voyage and be physically able to perform the duties as stipulated in the structured training program to the satisfaction of the Master of the vessel. The trainee is on board the vessel for the sole purpose of participating in the structured training program, therefore although not required by regulation, may be required to participate in the operation of the vessel to the best of their ability. A trainee is not considered part of the crew for the purpose of the minimum safe manning document.

9.4 Pleasure Craft

As defined in the Canada Shipping Act, 2001.
10 Date of Application

10.1 This procedure came into effect on 10 June 2013.

11 Date for Review

11.1 This policy is to be reviewed 12 months after the date of application and then at intervals not exceeding 3 years.

12 RDIMS Reference

12.1 The English version of this document is saved in RDIMS under reference number (6681697). The applied naming convention is (PUBLICATION – TP 13585 – PROCEDURE - SAIL TRAINING VESSELS).


12.3 This is the first approved and finalized English version of this document.

13 Keywords

- Sail Training Vessel
- With Sail Training Options
- Limited to Sail Training
- Structured Training Program
- Trainee
- Safety Management System
- Special Purpose Ship
- Tall ship
- Sailing
- TP 13313
- TP 11717