



MARITIME AND PORT AUTHORITY OF SINGAPORE

PORT MARINE CIRCULAR  
NO. 03 OF 2021

13 January 2021

Shipping Community  
Harbour Craft Community  
Pleasure Craft Community

### **VESSELS AT ANCHOR IN PORT**

1 Former Port Marine Circular No. 2 of 2017 dated 11 Jan 2017 is cancelled. This is a reproduction of the circular with amendments.

2 Pursuant to Regulation 9(2) of the Maritime and Port Authority of Singapore (Port) Regulations, (Cap 170A, Rg 7, 2000 Rev Ed), the owner, agent, master or person-in-charge of a vessel at anchor must at all times have on board the vessel a sufficient number of men:

- (a) capable of veering cable and keeping anchor lights burning; and
- (b) for taking appropriate action in case of an emergency.

3 In the interest of ensuring navigational safety, the master or person-in-charge of every vessel at anchor in port are also advised:

- (a) to ensure that a safe anchor watch is maintained;
- (b) to constantly monitor his vessel's and other anchored vessels' positions for signs of anchor dragging, allision or of any risk of grounding;
- (c) to keep the vessel's engines on short notice and in a state of readiness for immediate use, in case of emergencies;
- (d) to monitor for signs of adverse weather and tidal conditions developing;
- (e) to ensure sufficient scope of anchor cable is paid out according to the prevailing circumstances and conditions;
- (f) to ensure that there is sufficient swinging room for his vessel, while maintaining a safe distance from other vessels at all times;

- (g) to maintain a continuous listening watch on the designated VHF channels for the respective sector where the vessel is anchored; and
- (h) that the master remains responsible for the safety of his vessel at anchor and shall undertake all necessary measures to that effect, without undue delay. The master shall not hesitate to call for pilot assistance if warranted by the prevailing circumstances and conditions.

4 Vessels under active employment or undergoing repairs must have their full operational crew onboard. In all other cases, the Port Master requires, pursuant to Regulation 9(3) of the Maritime and Port Authority of Singapore (Port) Regulations (Cap 170A, Rg 7, 2000 Rev Ed), that at least half the number of officers, engineers and crew (or watchmen/security guards) or the minimum manning as in Appendix 1, must be onboard at all times.

5 The master or person-in-charge of every vessel at anchor in port shall maintain a continuous navigational watch and comply with the Seafarers' Training, Certification and Watch Keeping (STCW) Code Chapter VIII Section A-VIII/2 Part 3-1 S/No. 51. An extract of the code is enclosed in Appendix 2.

6 In addition, master or person-in-charge of every vessel at anchor in port shall also be guided by the IMO Circular STCW.7/Circ.14 – "Guidance for Masters on keeping a Safe Anchor Watch" which is attached for your easy reference.

7 For any enquiries, please contact the Port Operations Control Centre Duty Watch Manager at Tel (65) 6325 2493/2494 or Marine Safety Control Centre at Tel. (65) 6325 2488/2489.

CAPT KEVIN WONG  
PORT MASTER  
MARITIME AND PORT AUTHORITY OF SINGAPORE

MINIMUM MANNING FOR VESSELS AT ANCHOR IN PORT										
GT	NON-MOTORISED VESSELS									
<500	2 watchmen/security guards (if moored alongside another of the same type/class, 3 watchmen/security guards for both vessels).									
	3 watchmen/security guards (not permitted to lay up alongside another vessel).									
GT	TANKER, CHEMICAL/GAS CARRIER					OTHER MOTORISED VESSEL OF STEEL CONSTRUCTION				
	DECK OFFRS	ENGRS	DK/GP CREW	ER/GP CREW	TOTAL	DECK OFFRS	ENGRS	DK/GP CREW	ER/GP CREW	TOTAL
<500	2	1	2	1	6	1	1	1	1	4
500 TO 3000	2	1	3	1	7	1	1	2	1	5
3000 TO 6000	2	2	3	1	8	2	1	2	1	6
6000 TO 10000	2	2	4	1	9	2	1	3	1	7
10000 TO 20000	2	2	4	2	10	2	1	3	2	8
20000 TO 35000	2	2	5	2	11	2	1	4	2	9
35000 TO 60000	2	2	5	3	12	2	2	4	2	10
60000 TO 100000	2	2	6	3	13	2	2	5	2	11
100000 & ABOVE	2	2	6	4	14	2	2	5	3	12

## APPENDIX 2

### EXTRACT FROM THE SEAFARERS' TRAINING, CERTIFICATION AND WATCH KEEPING (STCW) CODE, CHAPTER VIII SECTION A –VIII/2 PART 4-1 S/NO.51

While at anchor, the officer-in-charge of the navigational watch shall:

- (a) determine and plot the ship's position on the appropriate chart as soon as practicable;
- (b) when circumstances permit, check at sufficiently frequent intervals whether the ship is remaining securely at anchor by taking bearings of fixed navigation marks or readily identifiable shore objects;
- (c) ensure that proper look-out is maintained;
- (d) ensure that inspection rounds of the ship are made periodically;
- (e) observe meteorological and tidal conditions and the state of the sea;
- (f) notify the master and undertake all necessary measures if the ship drags anchor;
- (g) ensure that the state of readiness of the main engines and other machinery is in accordance with the master's instructions;
- (h) if visibility deteriorates, notify the master;
- (i) ensure that the ship exhibits the appropriate lights and shapes and that appropriate sound signals are made in accordance with all applicable regulations; and
- (j) take measures to protect the environment from pollution by the ship and comply with applicable pollution regulations.

-- End --



Ref. T2/4.1.5

STCW.7/Circ.14  
24 May 2004

## **GUIDANCE FOR MASTERS ON KEEPING A SAFE ANCHOR WATCH**

- 1 The Sub-Committee on Standards of Training and Watchkeeping, at its thirty-fifth session (26 to 30 January 2004), considered the requirements in section A-VIII of the STCW Code relating to watchkeeping requirements at anchor after seeking the advice of the NAV Sub-Committee as this was an operational matter.
- 2 The Sub-Committee, noting the advice issued by the NAV Sub-Committee, developed additional guidance for masters on keeping a safe anchor watch, set out at annex.
- 3 The Maritime Safety Committee, at its seventy-eighth session (12 to 21 May 2004), approved the circulation of this guidance for masters on keeping a safe anchor watch.
- 4 Member Governments are invited to bring the guidance to the attention of those concerned.

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**ANNEX****GUIDANCE FOR MASTERS ON KEEPING A SAFE ANCHOR WATCH**

1 The master of every ship at an unsheltered anchorage, at an open roadstead or any other virtually "at sea" conditions in accordance with chapter VIII, section A-VIII/2, part 3-1, paragraph 51 of the STCW Code, is bound to ensure that watchkeeping arrangements are adequate for maintaining a safe watch at all times. A deck officer shall at all times maintain responsibility for a safe anchor watch.

2 In determining the watchkeeping arrangements, and commensurate with maintaining the ship's safety and security and the protection of the marine environment, the master shall take into account all pertinent circumstances and conditions such as:

- .1 maintaining a continuous state of vigilance by sight and hearing as well as by all other available means;
- .2 ship-to-ship and ship-to-shore communication requirements;
- .3 the prevailing weather, sea, ice and current conditions;
- .4 the need to continuously monitor the ship's position;
- .5 the nature, size and characteristics of anchorage;
- .6 traffic conditions;
- .7 situations which might affect the security of the ship;
- .8 loading and discharging operations;
- .9 the designation of stand-by crew members; and
- .10 the procedure to alert the master and maintain engine readiness.