



THE SHIPPING RADIO RULES 1967, AMENDMENT NO. 2

PAUL REEVES, Governor-General

ORDER IN COUNCIL

At Wellington this 9th day of June 1986

Present:

HIS EXCELLENCY THE GOVERNOR-GENERAL IN COUNCIL

PURSUANT to sections 209 and 504 of the Shipping and Seamen Act 1952, His Excellency the Governor-General, acting by and with the advice and consent of the Executive Council, hereby makes the following rules.

ANALYSIS

1. Title and commencement
2. New Part IIIA inserted

PART IIIA—ADDITIONAL
QUALIFICATIONS REQUIRED FOR
STCW CONVENTION SHIPS

- 31A. Interpretation
- 31B. Additional knowledge and training requirements

- 31C. Certificates of proficiency
- 31D. Certificates of medical fitness
- 31E. Superintendent may require production of certificate of medical fitness
- 31F. Duties of radio officers and radiotelephone operators

3. New Schedules added
Schedule

RULES

1. Title and commencement—(1) These rules may be cited as the Shipping Radio Rules 1967, Amendment No. 2, and shall be read together

with and deemed part of the Shipping Radio Rules 1967* (hereinafter referred to as the principal rules).

(2) Subject to subclause 3 of this rule, these rules shall come into force on the 1st day of August 1986.

(3) The following rules shall come into force on the 1st day of November 1986:

- (a) Rule 2, to the extent that it inserts into the principal rules new rules 31B, 31D, 31E, and 31F:
- (b) Rule 3, and the Schedule to these rules.

2. New Part IIIA inserted—The principal rules are hereby amended by inserting, after rule 31, the following new Part:

“PART IIIA—ADDITIONAL QUALIFICATIONS REQUIRED FOR STCW
CONVENTION SHIPS

“31A. **Interpretation**—In this Part of these rules, unless the context otherwise requires,—

“‘Approved’ means approved by the Secretary for the relevant purpose:

“‘Current certificate of medical fitness’ means a certificate of medical fitness—

“(a) Issued in accordance with the Shipping (Medical Examination of Seafarers) Regulations 1986†; and

“(b) Issued not more than 1 year earlier than the date on which that certificate is produced for the purposes of these rules:

“‘Prescribed form’ means a form approved by the Minister under section 502 of the Act:

“‘Radio certificate’ means a radiotelegraph or radiotelephone certificate that entitles its holder to serve as a radio officer or radiotelephone operator on board any STCW Convention Ship:

“‘STCW Convention’ means the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, done at London on the 7th day of July 1978; and includes any amendment or protocol to that Convention:

“‘STCW Convention ship’ means—

“(a) Any New Zealand sea-going ship; and

“(b) Any sea-going ship of another country engaged in the New Zealand home trade;—

but does not include any fishing boat, pleasure yacht, or ship of the armed forces of any country.

“31B. **Additional knowledge and training requirements**—(1) Every radio officer and radiotelephone operator in charge of or performing radio duties in other than a supernumerary capacity in any STCW Convention ship, being a person who has not held a radio certificate before the 1st day of November 1986, shall, in addition to the other requirements of these rules, have knowledge of and training in the following:

- “(a) The provision of radio services in emergencies, including abandon ship, fire aboard ship, and partial or full breakdown of the radio station:
- “(b) The operation of portable and fixed lifeboat radio apparatus and emergency position-indicating radio beacons:
- “(c) Preventative measures for the survival of ship and personnel in respect of hazards related to radio equipment, including electrical, radiation, chemical, and mechanical hazards:
- “(d) The use of the IMO Merchant Ship Research and Rescue Manual (MERSAR) with particular reference to radio communications:
- “(e) Ship position reporting systems and procedures:
- “(f) The use of the International Code of Signals and the IMCO Standard Marine Navigational Vocabulary:
- “(g) Radio medical systems and procedures.

“(2) No person who—

- “(a) First qualifies for a radio certificate after the 1st day of November 1986; or
- “(b) Has not held a valid radio certificate, or has not served as a radio officer or radiotelephone operator in any STCW Convention ship, during the period of 5 years immediately preceding the 1st day of November 1986,—

shall serve in any STCW Convention ship unless that person—

- “(c) Holds a certificate of attendance at an approved survival craft course; and
- “(d) Has attended an approved firefighting course; and
- “(e) Holds an approved first aid certificate.

“31C. **Certificates of proficiency**—The Secretary shall, on application to the Secretary accompanied by the prescribed fee (if any), issue a certificate of proficiency in the prescribed form to any radio officer or radiotelephone operator who—

- “(a) Has completed satisfactorily an approved course or courses; or
- “(b) Otherwise satisfies the Secretary that he or she has acquired the knowledge and training specified in rule 31B (1) of these rules.

“31D. **Certificates of medical fitness**—(1) Subject to subclause (2) of this rule, no radio officer or radiotelephone operator shall qualify for service in any STCW Convention ship unless that officer or operator obtains a current certificate of medical fitness at intervals not exceeding 5 years.

“(2) A radio officer or radiotelephone operator who has, within the period of 5 years immediately preceding the 1st day of November 1986,—

- “(a) Held a radio certificate; and
- “(b) Served as a radio officer or radiotelephone operator in an STCW Convention ship,—

shall not be required to hold or obtain a current certificate of medical fitness before the 1st day of November 1991, and rule 31E of these rules shall not, before that date, apply to any such officer or operator.

“31E. **Superintendent may require production of certificate of medical fitness**—(1) A Superintendent may require any radio officer or radiotelephone operator to produce a certificate of medical fitness before

that officer's or operator's engagement on board any STCW Convention ship.

"(2) Subject to rule 31D (2) of these rules, where an officer or operator fails, in response to a request under subclause (1) of this rule, to produce a certificate of medical fitness that—

"(a) Has been issued not more than 5 years earlier than the date of the request; and

"(b) Relates to the category of duties to be performed by the officer or operator,—

the Superintendent may refuse to permit the engagement of the officer or operator until that officer or operator produces a current certificate of medical fitness relating to the appropriate duties.

"31F. Duties of radio officers and radiotelephone operators—Every radio officer and radiotelephone operator serving in any STCW Convention ship shall, in the performance of their duties,—

"(a) Act under the general direction of the master of the ship; and

"(b) Have regard to the principles and operational guidelines set out,—

"(i) In the case of radio officers, in the Twelfth Schedule to these rules; or

"(ii) In the case of radiotelephone operators, in the Thirteenth Schedule to these rules."

3. New Schedules added—The principal rules are hereby amended by adding the Twelfth and Thirteenth Schedules set out in the Schedule to these rules.

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Rule 3

SCHEDULE

NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL RULES

Rule 31F (b) (i)

"TWELFTH SCHEDULE

BASIC PRINCIPLES AND OPERATIONAL GUIDELINES RELATING TO SAFETY
RADIO WATCHKEEPING AND MAINTENANCE FOR RADIO OFFICERS ON STCW
CONVENTION SHIPS

General

1. Basic guidelines—(1) The master of every STCW Convention ship should ensure that—

(a) The radio watch is maintained in accordance with these rules; and

(b) Equipment is maintained in an efficient working condition.

(2) Basic guidelines including, but not limited to, the following should be taken into account on all ships:

(a) A continuous watch should be maintained on the distress frequency 500 kHz by the radio officer during that officer's period of watch using headphones or loudspeaker and at other times by the use of the radiotelegraph auto alarm:

(b) Watch should also be maintained on other distress frequencies:

(c) Safety radio services should be provided to own and other ships:

(d) Mandatory radiocommunication equipment should be maintained to ensure that, at all times, it is in an efficient operating condition:

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“TWELFTH SCHEDULE—*continued*”

- (e) When the radio officer is permitted to discontinue the watch in order to perform other duties or to handle traffic on another frequency or perform other essential radio duties, the radiotelegraph auto alarm should be used if aural reception is impracticable; nevertheless, during silence periods, aural watch should be maintained as provided in paragraph (h) of this subclause:
- (f) While at sea, when the radio officer is not on duty, the reserve radiotelegraph transmitter and reserve receiver shall be tuned to 500 kHz:
- (g) While at sea, the radiotelegraph auto alarm should be tested whenever it is brought into and taken out of operation; if found to be not operating effectively, the master or officer in charge of the navigational watch should be immediately informed:
- (h) During silence periods that occur in watchkeeping hours steps should be taken to watch the frequency 500 kHz to ensure reception of distress and other urgent transmissions which can be done by searching the band 495 to 505 kHz:
- (i) The ship's position, regularly updated, should be available and, at the order of the master, prominently displayed at the operating position; where applicable it should be entered into automatic distress alerting devices:
- (j) A list of ships (names, call signs, and positions if known) in the vicinity should be maintained:
- (k) Distress, urgency, and safety messages should be passed to the officer in charge of the navigational watch immediately on receipt:
- (l) Routine weather and navigational warning messages for the area the ship is traversing and, at the request of the master, for other areas, should be passed to the officer in charge of the navigational watch immediately on receipt:
- (m) On ships participating in a ship position-reporting system, relevant position messages, authorised by the master, should be sent as necessary:
- (n) Additional watchkeeping hours not fixed by these rules should be arranged to cover, as far as possible, traffic lists, weather forecasts, navigational warning schedules, transmission of weather observations (in the case of voluntary observing ships), and best high frequency propagation condition times:
- (o) Radiotelephone watchkeeping should be maintained in accordance with these rules:
- (p) Unauthorised transmissions, especially those made during silence periods or during distress transmissions, and any harmful interference incidents should, if possible, be identified, logged, and brought to the attention of the Secretary:
- (q) The radio watchkeeper's duties should be so arranged that the efficiency of the watchkeeper is not impaired by fatigue and the watchkeeper is rested and otherwise fit when going on duty:

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“TWELFTH SCHEDULE—*continued*”

- (r) Precautions should be taken to ensure that the radio watchkeeper's hearing is not damaged by exposure to excessive extraneous noises on the ship. When unavoidably exposed to excessive noise, hearing protection devices should be worn.

Operational Guidelines Relating to Safety Radio Watchkeeping and Maintenance

2. General—(1) Before the commencement of a voyage, the radio officer in charge should ensure that—

- (a) All radio equipment for which the radio officer is responsible is in an efficient working condition and accumulator batteries are sufficiently charged;
- (b) All documents and supplements required by international agreements, notices to ship radio stations, and additional documents required under the Act are available and discrepancies are reported to the master;
- (c) The radio room clock is accurate;
- (d) Antennae are correctly positioned, undamaged, and properly connected.

(2) The radio officer should ensure that all relevant documents are corrected and amended in accordance with the latest supplements.

(3) When the radio officer first joins a ship, the officer should ensure that all technical manuals, spares, test instruments, and tools for the radiocommunication equipment and, at the discretion of the master, for radio navigational equipment, are on board. Discrepancies should be reported to the master.

3. Radiotelegraph watchkeeping duties—(1) Immediately prior to sailing from a port, the radio officer should, where practicable, update routine weather and navigational warning messages for the area the ship will be traversing and, at the request of the master, for other areas, and pass such messages to the master.

(2) On sailing from a port and opening the station, the radio officer should—

- (a) Listen on the distress frequency 500 kHz for a possible existing distress situation;
- (b) Send a TR (name, position, and destination, etc.) to the local coast station and other appropriate coast stations from which traffic may be expected;
- (c) Copy weather forecasts and navigational warnings on the first relevant transmissions.

(3) When the station is open, the radio officer should—

- (a) Enable chronometer checks to be made by relaying time signals to the chartroom at least once a day;
- (b) Check the radio room clock against standard time signals at least once a day;

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“TWELFTH SCHEDULE—*continued*”

- (c) On selected ships, endeavour to clear as many of the OBS (weather report) messages as are available, via relevant coast stations, during watchkeeping hours:
 - (d) Send a TR when entering the area of a medium frequency or other coast station from which traffic might be expected; the coast station concerned should be informed on leaving its service area:
 - (e) As far as possible, listen to traffic lists transmitted by coast stations from which traffic might be expected; on hearing ship's call sign, reply as soon as possible.
- (4) When closing the station on arrival at a port, the radio officer should—
- (a) Advise the local coast station and other coast stations with which contact has been maintained of the ship's arrival and closing of the station:
 - (b) Ensure that antennae are earthed:
 - (c) Check that accumulator batteries are sufficiently charged.

4. Radiotelephone watchkeeping duties—(1) Whenever a radio watch on 2182 kHz is being kept in the radio room, this frequency should be monitored for distress, urgency, or safety transmissions.

(2) Where any such transmissions are intercepted, the procedure detailed in clauses 5, 6, and 7 of this Schedule should be followed.

(3) Times of opening and closing any monitoring watch on 2182 kHz and details of any distress, urgency, or safety traffic, which are not repetitions of those already heard on 500 kHz, should be entered in the radio log.

Action to be Taken in Cases of Distress, Urgency, and Safety

5. Distress—(1) The distress call should have absolute priority over all other transmissions. All stations which hear it should immediately cease any transmissions capable of interfering with distress traffic.

(2) In cases of distress affecting own ship, the radio officer should—

- (a) Obtain from the bridge the ship's actual or estimated position or, if not available, use the last known position or the true bearing and distance from a fixed geographical position; when using the last known position, time of such position should be stated in GMT:
- (b) Normally transmit on 500 kHz using the radiotelegraph distress procedure in accordance with these rules; the distress call and message should be sent only on the authority of the master or person responsible for the ship; other suitable international distress frequencies (or other frequencies), if necessary, may be used in accordance with these rules:
- (c) Repeat at intervals, especially during silence periods, the distress message, preceded by the alarm signal, if necessary, and the distress call, until an answer is received:

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“TWELFTH SCHEDULE—*continued*”

- (d) If no answer is received to a distress message sent on a distress frequency, repeat the message on any other available frequency on which attention might be attracted:
 - (e) Use any means in order to attract attention:
 - (f) Pass to the master all distress communications immediately on receipt:
 - (g) If the ship has to be abandoned before being located by other ships, set the radio apparatus for continuous emission if considered necessary and circumstances permit.
- (3) In cases of distress affecting other ships, the radio officer should—
- (a) Copy the message and pass it to the bridge:
 - (b) At the same time, if possible, ensure that a direction finder bearing is obtained; if the bearing is relative, the ship's heading should also be noted:
 - (c) If, beyond any doubt, the ship is in the vicinity of the distress, immediately acknowledge receipt; in areas where reliable communications with coast stations are practicable, defer acknowledgment for a short interval so that a coast station may acknowledge receipt:
 - (d) If, beyond any doubt, the ship is not in the vicinity of the distress, allow a short interval of time to elapse before acknowledging receipt of the message to permit nearer stations to acknowledge receipt without interference:
 - (e) Not acknowledge receipt—
 - (i) When the ship is a long distance away from the distress and not in a position to render assistance, except when a distress message is heard which has not been acknowledged:
 - (ii) Of a distress message transmitted by a coast station until the master has confirmed that the ship is in a position to render assistance:
 - (f) In the case indicated in paragraph (e) (i) of this subclause, and when—
 - (i) It has been learned that a ship in distress is not itself in a position to transmit a distress message; or
 - (ii) The master considers that further help is necessary; or
 - (iii) An emergency position-indicating radio beacon signal has been received while no distress or urgency traffic is being passed,—

transmit a distress message using the appropriate transmitter on full power, whenever possible preceded by the alarm signal, using the DDD procedures on 500 kHz or “Mayday Relay” procedures on 2182 kHz or 156.8 MHz, as appropriate, or on any other frequency which may be used in case of distress, and take all other steps, as if it were own ship in distress, to notify authorities who may be able to render assistance.
 - (g) On the order of the master, transmit as soon as possible own ship's name, position, speed, and estimated time of arrival at the

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“TWELFTH SCHEDULE—*continued*”

distress position and, if the position of the ship in distress appears doubtful, the true bearing of the ship in distress preceded by the abbreviation QTE and classification of the bearing:

- (h) Record and pass to the bridge other acknowledgments, positions and times of arrival, and other relevant distress traffic:
- (i) If control of distress traffic is taken over by a coast station or a ship more favourably placed to assist the one in distress, normally work with that control station:
- (j) Remain on continuous watch until the distress ends; if adequate assistance is being provided by closer ships or contact has been made with coast stations and no possibility exists of being required to provide relay facilities or specialised advice, normal watch may be resumed.

6. Urgency—(1) In cases of urgency affecting own ship, the radio officer should,—

- (a) Using the radiotelegraph urgency procedure, send, only on the authority of the master, the urgency signal and message on 500 kHz or on any other frequency which may be used in case of distress. In the case of a long message, or a medical call, or when repeating the message in areas of heavy traffic, transmit the message on a working frequency. In such cases include in the call details of the frequency on which the urgency message will be transmitted:
 - (b) If the urgency message concerns the loss of a person or persons overboard, be permitted to precede the call by the alarm signal, only when the assistance of other ships is required and cannot be satisfactorily obtained by the use of the urgency signal:
 - (c) If the message is addressed to a particular station, establish contact with that station before transferring to a working frequency:
 - (d) If the message is addressed to all stations, allow a reasonable period before repeating the call and transmitting the message:
 - (e) When an urgency addressed to all stations is ended and action is no longer necessary, send a message of cancellation on the relevant frequency addressed to all stations.
- (2) In cases of urgency affecting other ships, the radio officer should—
- (a) As the urgency signal has priority over all other communications except distress, take care not to interfere with it or the transmission of the message that follows the urgency signal:
 - (b) Copy the message and pass it to the bridge:
 - (c) Continue to listen for at least 3 minutes; at the end of that period, if no urgency message has been heard, notify a coast station, if possible, of the receipt of the urgency signal; thereafter resume normal working:
 - (d) If the urgency signal is addressed to a particular station, be permitted to continue working on frequencies other than that in use for the

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“TWELFTH SCHEDULE—*continued*”

transmission of the urgency signal or urgency message; all assistance should be given, if required, in the clearance of the urgency message to the addressee, for example, by re-transmission.

7. Safety—(1) When a safety message is to be transmitted, the radio officer should—

- (a) Send the safety signal towards the end of the first available silence period and call on one or more of the international distress frequencies (500 kHz, 2182 kHz, and 156.8 MHz, where applicable) or on any other frequency which may be used in case of distress:
- (b) Immediately after the end of the silence period send the safety message which follows the call, on a working frequency, making a suitable announcement to this effect at the end of the call; outside regions of heavy traffic short safety messages may be sent exceptionally on the frequency 500 kHz:
- (c) Transmit safety calls and messages which contain important meteorological and navigational warnings, as soon as possible and repeat them at the end of the first silence period that follows.

(2) On hearing the safety signal, the radio officer should—

- (a) Not interfere with the signal or message:
- (b) Copy the message and pass it to the bridge:
- (c) Give every assistance in disseminating, as necessary, such messages when addressed to “all ships” and re-transmit to the addressee messages of a more limited nature, if so requested.

Other Duties

8. Log-keeping—(1) The radio log should be kept in compliance with the requirements of these rules.

(2) The radio log should be kept in the radio room and should be available for inspection by authorised officials; the times of all entries should be recorded in GMT.

(3) The radio log should at all times be available for inspection by the master, and the radio officer should call the master’s attention to any entry important to safety.

9. Essential tests—While the ship is at sea, tests should be made by the radio officer. In addition, the following should be carried out to facilitate early detection of developing faults:

- (a) At least once a week check the automatic keying device for signal formation and timing:
- (b) At regular intervals check all metered test points in the radiocommunication equipment and record abnormalities:
- (c) When possible test the portable and fixed radio apparatus in a survival craft afloat; in any event, every 3 months test the portable and

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“TWELFTH SCHEDULE—*continued*”

fixed radio apparatus in a survival craft on board ship; when the tests are undertaken with the antenna rigged, efforts should be made to establish contact with other ships or coast stations provided no interference is caused to other transmissions; when non-chargeable batteries are used in the survival craft radio equipment, they should be replaced at the intervals recommended by the manufacturers or earlier if performance on test is degraded:

- (d) At intervals, when within sight of a radio beacon, in co-operation with a navigating officer, check bearings should be taken to verify the accuracy of the direction finder calibration curve on as many ship's headings as possible; the results should be recorded and reported to the master; possible shipboard causes of errors, including alteration to wire rigging and unauthorised antennae, should be sought and reported to the master.

10. Demonstration of portable radio apparatus for survival craft—Whenever possible, the operation of the portable radio apparatus for survival craft should be demonstrated to new crew members in order to familiarise them in its use. When the apparatus is tested in survival craft, the rigging and operation of it should be demonstrated to as many crew members as possible.

11. Demonstration of reserve radiotelegraph equipment—Where an instruction chart and related numbering indicators on the reserve radiotelegraph equipment, including automatic keying devices, are required, suitable persons designated by the master to use such equipment in an emergency when the radio officer is incapacitated for any reason should be given demonstrations in such procedure at appropriate intervals.

12. Maintenance—While the ship is at sea or in port, the radio officer should ensure that all equipment in his or her charge is effectively maintained. To this end, the officer should follow the procedures in clauses 15 to 18 of this Schedule.

13. Records—A separate “Equipment Maintenance and Repair Record” should be kept for logging all maintenance undertaken, as well as all observed abnormalities, for future reference and correlation with fault occurrence. It should be indexed by major equipment type and be retained aboard the vessel. The record should include details of—

- (a) Date and time of preventive or corrective maintenance procedures, including total time out of service:
(b) Equipment involved:
(c) Condition of equipment at outset of procedure:
(d) Abnormalities noted, if any:

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“TWELFTH SCHEDULE—*continued*”

- (e) Any preventive maintenance steps taken (where no abnormality is noted) and corrective maintenance procedures undertaken where abnormality is found:
- (f) Components repaired or adjusted:
- (g) Condition of the equipment after steps taken under paragraphs (e) and (f) of this clause are completed:
- (h) Spare parts consumed.

14. Additional provisions for ships carrying more than one radio officer—(1) When taking over the radio watch, the relieving radio officer should arrive in the radio room in sufficient time to—

- (a) Check whether distress, urgency, or safety traffic is in progress:
- (b) Check that the updated ship's position is available and displayed at the usual place:
- (c) Inquire as to special orders or requests, including messages expected and unusual weather reports requested:
- (d) Sign on in the radio log as soon as the outgoing radio officer has completed entries and signed off.

(2) When handing over the radio watch, the radio officer on watch should—

- (a) Pass on any special orders or requests to his or her relief and inform the relief of any abnormal propagation conditions or other items of direct concern:
- (b) Complete the radio log and sign off.

Guidelines for an Effective Preventive Maintenance Programme

15. Objectives—(1) Preventive maintenance is designed to—

- (a) Keep the equipment operating for the longest possible period of time without breakdown:
- (b) Maintain it at optimum operating efficiency:
- (c) Protect it from detrimental effects of vibration, dirt, dust, moisture, corrosion, and temperature:
- (d) Prolong its useful life.

(2) It must be recognised that in many types of equipment and devices modern manufacturing techniques are producing high density electronic packages of high integrity for which the advice of the equipment manufacturers should be taken into account in incorporating individual equipment into regular preventive maintenance schedules.

16. General procedures applicable to all equipment—(1) When working with dangerous voltages, all necessary safety precautions should be observed, and a “stand-by” should be present when reaching into such equipment.

- (2) In order to safeguard equipment, the person responsible should—

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“TWELFTH SCHEDULE—*continued*”

- (a) Handle components, circuits, and cables carefully, use tools with care, and provide good mechanical mating of plugs, screws, and threads:
- (b) Maintain an inventory of appropriate spares and requisition replacements for consumed items:
- (c) Inspect all equipment for dirt, corrosion, signs of overheating, foreign matter, poor connections, and displaced components or wires:
- (d) Inspect all equipment for mechanical insecurity, including loose screws, contacts, and components:
- (e) Where required, apply lubricants with care:
- (f) In the absence of other instructions, dispose of faulty components and not keep them among spares; in exceptional cases, when no spares are on board, doubtful components may be kept and clearly marked “doubtful” until new spares are provided.

17. Maintenance and care of tools and test instruments—Tools and instruments should not be misused. Instruments should, if necessary, be sent ashore for calibration.

18. Antennae and earthing system care—The protection against antenna breakage should be inspected to ensure proper fitting and condition. All antennae should be regularly inspected for snagging or weakening of wire antenna and fracture of rod antenna, and any necessary remedial action taken. Insulation, including insulators in whistle lanyards, triatics, stays, and direction finder loops, should be cleaned regularly and, where possible, any damaged items replaced. Earthing straps, including those on stays, should be inspected and tested regularly for low resistance contact.

 “THIRTEENTH SCHEDULE

Rule 31F (b) (ii)

 BASIC PRINCIPLES AND OPERATIONAL GUIDELINES RELATING TO SAFETY
 RADIO WATCHKEEPING FOR RADIOTELEPHONE OPERATORS ON STCW
 CONVENTION SHIPS
General

1. Basic guidelines—(1) The master of every STCW Convention ship should ensure that—

- (a) The radiotelephone watch is maintained in accordance with these rules; and
 - (b) The equipment and, where provided, the reserve source of energy are maintained in an efficient working condition.
- (2) The master should ensure that the radiotelephone station is controlled by a radiotelephone operator and, in an emergency concerning own or other ships, that the radiotelephone station is properly manned.

(3) Basic guidelines including, but not limited to, the following should be taken into account on all ships:

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“THIRTEENTH SCHEDULE—*continued*”

- (a) A continuous watch should be maintained on the distress frequency 2182 kHz or in such other manner as may be prescribed or approved:
 - (b) Watch should be maintained on VHF (if carried):
 - (c) Safety radiotelephone services should be provided to own and other ships:
 - (d) During silence periods the mute should be lifted from the filtered loudspeaker and auto alarm and an adequate volume level set to ensure that no distress messages are missed; since repetitions of urgency and safety messages may be transmitted at the end of silence periods, this aural watch should be continued for an adequate period after the end of each silence period:
 - (e) Distress, urgency, and safety messages should be passed to the master immediately on receipt:
 - (f) Routine weather and navigational warning messages for the area the ship is traversing, and for other areas of direct interest, should be noted:
 - (g) On ships participating in a ship position-reporting system, relevant position messages, authorised by the master, should be sent as necessary.
- (4) Unauthorised transmissions, especially those made during silence periods or during distress transmissions, and any harmful interference incidents should, if possible, be identified, logged, and brought to the attention of the Secretary.

Operational Guidelines Relating to Safety Radiotelephone Watchkeeping

2. General—(1) Before the commencement of the voyage, the radiotelephone operator should ensure that—

- (a) All radio equipment for which the radiotelephone operator is responsible is in an efficient working condition and accumulator batteries are sufficiently charged:
- (b) All documents and supplements required by international agreements, notices to ship radio stations, and any additional documents required under the Act are available and discrepancies are reported to the master:
- (c) The radio room clock is accurate:
- (d) Antennae are correctly positioned, undamaged, and properly connected.

(2) The radiotelephone operator should ensure that all relevant documents are corrected and amended in accordance with the latest supplements.

3. Watchkeeping duties—(1) Immediately prior to sailing from a port, the radiotelephone operator should, where practicable, update routine weather and navigational warning messages for the area the ship will be

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“THIRTEENTH SCHEDULE—*continued*”

traversing and, at the request of the master, for other areas, and pass such messages to the master.

(2) On sailing from a port and opening the station, the radiotelephone operator should—

(a) Listen on the appropriate distress frequency for a possible existing distress situation:

(b) Send a TR (name, position, and destination, etc.) to the local coast station and other appropriate coast stations from which traffic may be expected:

(c) Copy weather forecasts and navigational warnings on the first relevant transmissions.

(3) When the station is open, the radiotelephone operator should—

(a) Check the radio clock against standard time signals at least once a day:

(b) Send a TR when entering the area of a coast station from which traffic might be expected; the coast station concerned should be informed on leaving its service area.

(4) When closing the station on arrival at a port, the radiotelephone operator should—

(a) Advise the local coast station and other coast stations with which contact has been maintained of the ship's arrival and closing of the station:

(b) Ensure that antennae are earthed:

(c) Check that accumulator batteries are sufficiently charged.

Action to be Taken in Cases of Distress, Urgency, and Safety

4. Distress—(1) The distress call should have absolute priority over all other transmissions. All stations which hear it should immediately cease any transmissions capable of interfering with distress traffic.

(2) In cases of distress affecting own ship, the radiotelephone operator should—

(a) Obtain from the bridge the ship's actual or estimated position or, if not available, use the last known position or the true bearing and distance from a fixed geographical position; when using the last known position, time of such position should be stated in GMT:

(b) Normally transmit on 2182 kHz, and, when appropriate, on 156.8 MHz using the radiotelephone distress procedure; the distress call and message should be sent only on the authority of the master or person responsible for the ship; other suitable international distress frequencies (or other frequencies), if necessary, may be used:

(c) Transmit, whenever possible, the alarm signal as any ship in the vicinity keeping watch by means of a filtered loudspeaker or alarm receiver will not hear a spoken message unless first alerted by reception of the alarm signal; send the radiotelephone alarm signal, when generated by automatic means, continuously for a

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“THIRTEENTH SCHEDULE—*continued*”

period of at least 30 seconds, but not exceeding one minute; when generated by other means, send the signal as continuously as practicable over a period of approximately one minute:

- (d) Repeat at intervals, especially during silence periods, the distress message, preceded by the alarm signal whenever possible, and the distress call, until an answer is received:
 - (e) If no answer is received to a distress message sent on a distress frequency, repeat the message on any other available frequency on which attention might be attracted:
 - (f) Use any means in order to attract attention:
 - (g) Pass to the master all distress communications immediately on receipt.
- (3) In cases of distress affecting other ships, the radiotelephone operator should—
- (a) Copy the message and pass it to the master:
 - (b) At the same time, if possible, ensure that a direction finder bearing is obtained; if the bearing is relative, the ship's heading should also be noted:
 - (c) If, beyond any doubt, the ship is in the vicinity of the distress, immediately acknowledge receipt; in areas where reliable communications with coast stations are practicable, defer acknowledgment for a short interval so that a coast station may acknowledge receipt:
 - (d) If, beyond any doubt, the ship is not in the vicinity of the distress, allow a short interval of time to elapse before acknowledging receipt of the message to permit nearer stations to acknowledge receipt without interference:
 - (e) Not acknowledge receipt—
 - (i) When the ship is a long distance away from the distress and not in a position to render assistance, except when a distress message is heard which has not been acknowledged:
 - (ii) Of a distress message transmitted by a coast station until the master has confirmed that the ship is in a position to render assistance:
 - (f) In the case indicated in paragraph (e) (i) of this subclause, and when—
 - (i) It has been learned that a ship in distress is not itself in a position to transmit a distress message; or
 - (ii) The master considers that further help is necessary; or
 - (iii) An emergency position-indicating radio beacon signal has been received while no distress or urgency traffic is being passed,—
 transmit a distress message using the appropriate transmitter on full power, whenever possible preceded by the alarm signal, using the “Mayday Relay” procedures on 2182 kHz or 156.8 MHz, as appropriate, or on any other frequency which may be used in

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“THIRTEENTH SCHEDULE—*continued*”

case of distress, and take all other steps, as if it were own ship in distress, to notify authorities who may be able to render assistance:

- (g) On the order of the master, transmit as soon as possible own ship's name, position, speed, and estimated time of arrival at the distress position and, if the position of the ship in distress appears doubtful, the direction finder bearing;
- (h) Record and pass to the master other acknowledgments, positions and times of arrival, and other relevant distress traffic;
- (i) If control of distress traffic is taken over by a coast station or a ship more favourably placed to assist the one in distress, normally work with that control station.

5. Urgency—(1) In cases of urgency affecting own ship, the radiotelephone operator should—

- (a) Using the radiotelephone urgency procedure, send, only on the authority of the master, the urgency signal and message on 2182 kHz and, when appropriate, on 156.8 MHz or on any other frequency which may be used in case of distress; in the case of a long message, or a medical call, or when repeating the message in areas of heavy traffic, transmit the message on a working frequency; in such cases, include in the call details of the frequency on which the urgency message will be transmitted;
- (b) If the urgency message concerns the loss of a person or persons overboard, be permitted to precede the call by the alarm signal, only when the assistance of other ships is required and cannot be satisfactorily obtained by the use of the urgency signal;
- (c) If the message is addressed to a particular station, establish contact with that station before transferring to a working frequency;
- (d) If the message is addressed to all stations, allow a reasonable period before repeating the call and transmitting the message;
- (e) When an urgency addressed to all stations is ended and action is no longer necessary, send a message of cancellation on the relevant frequency addressed to all stations.

(2) In cases of urgency affecting other ships, the radiotelephone operator should—

- (a) As the urgency signal has priority over all other communications, except distress, take care not to interfere with it or the transmission of the message that follows the urgency signal;
- (b) Copy the message and pass it to the master;
- (c) Continue to listen for at least 3 minutes; at the end of that period, if no urgency message has been heard, notify a coast station, if possible, of the receipt of the urgency signal; thereafter resume normal working;
- (d) If the urgency signal is addressed to a particular station, be permitted to continue working on frequencies other than that in use for the

SCHEDULE—*continued*NEW TWELFTH AND THIRTEENTH SCHEDULES ADDED TO PRINCIPAL
RULES—*continued*“THIRTEENTH SCHEDULE—*continued*”

transmission of the urgency signal or urgency message; all assistance should be given, if required, in the clearance of the urgency message to the addressee, for example, by re-transmission.

6. Safety—(1) When a safety message is to be transmitted, the radiotelephone operator should—

- (a) Send the safety signal towards the end of the first available silence period and call on 2182 kHz and, when appropriate, 156.8 MHz or on any other frequency which may be used in case of distress:
 - (b) Immediately after the end of the silence period, send the safety message which follows the call on a working frequency, making a suitable announcement to this effect at the end of the call:
 - (c) Transmit safety calls and messages which contain important meteorological and navigational warnings as soon as possible and repeat them at the end of the first silence period that follows.
- (2) On hearing the safety signal, the radiotelephone operator should—
- (a) Not interfere with the signal or message:
 - (b) Copy the message and pass it to the master:
 - (c) Give every assistance in disseminating, as necessary, such messages when addressed to “all ships”, and re-transmit to the addressee messages of a more limited nature, if so requested.

Other Duties

7. Log-keeping—(1) The radiotelephone log should be kept in compliance with the requirements of these rules.

(2) The radiotelephone log should be kept at the place where listening watch is maintained and should be available for inspection by authorised officials; the times of all entries should be recorded in GMT.

(3) The radiotelephone log should at all times be available for inspection by the master and the radiotelephone operator should call the master’s attention to any entry important to safety.

8. Maintenance—The radiotelephone operator should—

- (a) Test accumulator batteries and, if necessary, bring them up to a sufficiently charged condition:
- (b) Inspect the protection against antenna breakage and ensure proper fitting and condition:
- (c) Inspect antennae for snagging or weakening and take any necessary remedial action:
- (d) Inspect insulators in whistle lanyards, triatics and stays, clean regularly and, where possible, replace damaged items:
- (e) Inspect weekly the condition of portable radio apparatus for survival craft.”

P. G. MILLEN,
Clerk of the Executive Council.

EXPLANATORY NOTE

This note is not part of the rules, but is intended to indicate their general effect.

These rules insert a new Part IIIA into the Shipping Radio Rules 1967. The new Part applies to sea-going New Zealand ships and sea-going ships of other countries engaged in the New Zealand home trade. New rules 31B to 31F and the new Twelfth and Thirteenth Schedules prescribe additional knowledge and training requirements for radio officers and radiotelephone operators, impose a requirement to obtain certificates of medical fitness at 5-yearly intervals, and set out basic principles and operational guidelines relating to radio watchkeeping and maintenance. The rules bring New Zealand law into line with the relevant requirements of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978.

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These rules are administered in the Ministry of Transport.