



## Seafarer Recruitment and Placement Service (SRPS)

### Service de recrutement et de placement des gens de mer Entreprises

SRPS Guidance Document 001

#### Seafarer Agreements (SEA) / Contrats d'engagement

The following elements related to Articles of Agreement, or seafarer agreements, are assessed in the determination of an SRPS license application:

1. The SEA exists for each placed seafarer.
2. The SEA contains seafarer's full name, date of birth or age, and place of birth.
3. The SEA includes ship owner's name and address.
4. The SEA includes the location and date where it was entered into effect.
5. The SEA includes the capacity to which the seafarer is to be employed.
6. The SEA includes the seafarer's wages, or formula used to calculate them.
7. The SEA includes the seafarer's paid leave entitlement or formula to calculate leave.
8. The SEA contains employment termination conditions, including for:
  - a. Indefinite employment,
  - b. Definite period,
  - c. Specific voyage(s).
9. The seafarer is made aware, or provided a reference to the procedures that ensure the authorized representative and/or ship owner have a system of protection, insurance or equivalent measure to compensate seafarers in the event of monetary loss as a result of the SRPS or ship owner's failure to fulfill their obligations under the SEA.
10. The seafarer is made aware his/her rights and procedures with respect to crew changes, shore leave and at-sea extension of contracts, that may change as a result of unexpected conditions.
11. The SEA is in accordance with applicable laws, regulations and collective agreements.
12. Verification of Seafarers' understanding of their SEA exists.
13. Recruited or placed seafarers are informed of their rights and obligations under their SEA during the recruitment process.

14. Seafarers have the right and capacity to examine their SEA before and after acceptance.
15. The seafarer is provided a signed copy of the SEA.
16. Seafarers are advised of any particular conditions applicable to his/her employment for which they are to be engaged and of the particular shipowner's policies related to their employment.
17. The seafarer is advised prior to accepting the SEA whether the flag state of the vessel on which they will be employed is not a signatory state of the Maritime Labour Convention 2006.

## **References**

### ***TP 15238E – Certification Guide for Seafarer Recruitment and Placement Service Providers***

<https://tc.canada.ca/en/marine-transportation/marine-safety/certification-guide-seafarer-recruitment-and-placement-service>

### ***Canada Shipping Act, Section 91 (1) Articles of Agreement***

<https://laws-lois.justice.gc.ca/eng/acts/C-10.15/>

### ***Marine Personnel Regulations,***

Section 306 (1) (c), Licences

Section 308, Articles of Agreement

<https://laws-lois.justice.gc.ca/eng/regulations/SOR-2007-115/>

### ***Maritime Labour Convention 2006:***

Standard A1.4, Recruitment and Placement, 5. (c), (ii)

Regulation 2.1 – Seafarers' employment agreements

[https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:91:0::NO::P91\\_INSTRUMENT\\_ID:312331](https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:91:0::NO::P91_INSTRUMENT_ID:312331)

For additional information, contact:

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