



SHIP SAFETY BULLETIN

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Subject: Revised application forms to obtain a safe manning document - apply online – Updated December 2022

This bulletin replaces [SSB 22/2020](#) published on October 15, 2020.

Purpose

This bulletin is to let you know that a new application form has been published for the issuance of a safe manning document.

Scope

This bulletin applies to:

- Authorized representatives of Canadian-flagged vessels
- Authorized representatives of a foreign vessel engaged in coasting trade subject to subsection 242(4) of the *Marine Personnel Regulations*.

What you need to know

To get a safe manning document, choose a form from Transport Canada's forms catalogue, based on the type of vessel.

If you need more than one safe manning document for the same vessel and would like to use a single application, please email SafeManning-EffectifMinimal@tc.gc.ca and ask for a dynamic fillable PDF file. You can use this document to propose crewing levels for different voyage types and, if needed, maximum passengers carried on board.

If you only need to renew an existing safe manning document, please use [Form #82-0785](#).

Keywords:

1. Safe Manning Document
2. Authorized Representative
3. Marine Personnel Regulations

Questions concerning this Bulletin should be addressed to:

AMSP

Transport Canada
 Marine Safety and Security
 Tower C, Place de Ville
 330 Sparks Street, 11th Floor
 Ottawa, Ontario K1A 0N8

Contact us at: marinesafety-securitemaritime@tc.gc.ca or 1-855-859-3123 (Toll Free).

Canada 

Application for a New Safe Manning Document

Type of vessel	Form to use	Instructions	Submission of form
SOLAS Convention vessels or vessels equipped with automation, modern technology, alternative arrangements and additional equipment requiring specific evaluation.	Form #82-0781	Sections 1 to 17 must be completed Section 15 is optional but recommended to be completed	SafeManning-EffectifMinimal@tc.gc.ca
Vessels other than SOLAS Convention vessels or vessels not requiring specific evaluation.	Form #82-0781	Complete sections 1 to 14, 16 and 17 where applicable Section 15 is optional but recommended to be completed.	Your nearest Transport Canada Marine Safety and Security Office by email.
Fishing vessels	Form #82-0783	Complete the entire form.	Your nearest Transport Canada Marine Safety and Security Office by email.
Cable ferries that carry fewer than 100 passengers with voyages of less than 1 kilometer	Form #82-0784	Complete the entire form.	Your nearest Transport Canada Marine Safety and Security Office by email.

Renew an Existing Safe Manning Document

Type of vessel	Form to use	Instructions	Submission of form
Any vessel with an issued Safe Manning Document	Form #82-0785	Complete the entire form.	Your nearest Transport Canada Marine Safety and Security Office by email.

If you have any questions regarding the safe manning process, please email SafeManning-EffectifMinimal@tc.gc.ca.