



Allegato 2  
Allegato A (previsto dall'art. 3, comma 2)

**MODELLO DI TABELLA DELLA ORGANIZZAZIONE DEL LAVORO A BORDO (rif. art. 3)  
MODEL FORMAT FOR TABLE OF SHIPBOARD WORKING ARRANGEMENTS (ref. art. 3)**

Nome della nave: \_\_\_\_\_ Bandiera: \_\_\_\_\_ ultimo aggiornamento della tabella: \_\_\_\_\_  
 Name of ship: \_\_\_\_\_ Flag of ship: \_\_\_\_\_ (giorno/mese/anno)  
 Latest update of table: \_\_\_\_\_  
 IMO number (if any): \_\_\_\_\_ (day/month/year)

Il numero massimo di ore di lavoro o il numero minimo di ore di riposo sono conformi alle prescrizioni stabilite all'articolo 3 del decreto legislativo emanato conformemente alla Convenzione OIL n. 180  
 The maximum number of hours of work or the minimum number of hours of rest are in conformity with the provisions established in article 3 of the legislative decree issued in conformity with ILO's Seafarers' Hours of Work and the Manning of Ships Convention, 1980, as amended in 1995.  
 The maximum number of hours of work or the minimum number of hours of rest are in accordance with the provisions established in article 3 of the legislative decree issued in conformity with the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers Convention, 1978, as amended in 1995.

Il numero massimo di ore di lavoro o il numero minimo di ore di riposo sono conformi alle prescrizioni stabilite all'articolo 3 del decreto legislativo emanato conformemente alla Convenzione OIL n. 180  
 The maximum number of hours of work or the minimum number of hours of rest are in conformity with the provisions established in article 3 of the legislative decree issued in conformity with ILO's Seafarers' Hours of Work and the Manning of Ships Convention, 1980, as amended in 1995.

Categoria/Grado <sup>3</sup> Position/Rank	Ore di lavoro giornaliere in mare Scheduled daily work hours at sea		Ore di lavoro giornaliere in porto Scheduled daily work hours in port		Osservazioni Comments	Totale ore di lavoro/riposo <sup>3</sup> Total daily work/rest hours	
	Turni di guardia (da - a) Watchkeeping (from - to)	Servizi diversi della guardia (da - a) Non-watchkeeping duties (from - to)	Turni di guardia (da - a) Watchkeeping (from - to)	Servizi diversi della guardia (da - a) Non-watchkeeping duties (from - to)		In mare At sea	In porto In port

Firma del Comandante - Signature of Master

<sup>1</sup> Vedere articoli estratti della Convenzione OIL n. 180 e della Convenzione STCW 78/95 allegati alla seguente tabella. - See overleaf for selected extracts from ILO Convention n. 180 and the STCW Convention 78/95.

<sup>2</sup> Cancellare la dicitura non pertinente. - Delete as applicable.

<sup>3</sup> Ripetere la stessa terminologia utilizzata nella documentazione relativa alla composizione dell'equipaggio. - For these positions/ranks that are also listed in the ship's safe manning document, the terminology used should be the same as in that document.

<sup>4</sup> Per il personale che svolge i turni di guardia, nella colonna "osservazioni" possono essere annunciate in via preventiva il numero di ore destinate presumibilmente allo svolgimento di mansioni non programmate; queste ore dovrebbero essere indicate nel totale relativo alle ore di lavoro svolto giornalmente. - For watchkeeping personnel, the comments section may be used to indicate the anticipated number of hours to be devoted to unscheduled work and any such hours should be included in the appropriate total daily work hours column.

## Selected texts from ILO Convention 180 and the STCW Convention

## ILO Convention 180

- Art. 1 paragraph 1. The limits on hours of work or rest shall be as follows: (a) maximum hours of work shall not exceed: (1) 60 hours in any 24-hour period; and (2) 72 hours in any seven-day period; or (b) minimum hours of rest shall not be less than: (1) ten hours in any 24-hour period; and (2) 77 hours in any seven-day period.
- Art. 5 paragraph 2. Hours of rest may be divided into no more than two periods, one of which shall be at least six hours in length, and the interval between consecutive periods of rest shall not exceed 14 hours.
- Art. 5 paragraph 6. Nothing in paragraphs 1 and 2 shall prevent the Member from having (a) laws or regulations or a procedure for the competent authority to authorize or register collective agreements permitting exceptions to the limits set out. Such agreements shall, as far as possible, follow the standards set out but may take account of more frequent or longer leave periods or the granting of compensatory leave for watchkeeping masters or seafarers working on board ships on short voyages.
- Art. 7 paragraph 1. Nothing in this Convention shall be deemed to impair the right of the master of a ship to require a seafarer to perform any hours of work necessary for the immediate safety of the ship, persons on board in cargo, or for the safety of living substances on other ships or persons in distress at sea.
- Art. 7 paragraph 3. As soon as practicable after the normal situation has been restored, the master shall ensure that any seafarers who have performed work in a substituted rest period are provided with an adequate period of rest.

## STCW Convention

## Section A-VIII/1 of the STCW Code (Mandatory)

1. All persons who are assigned duty as officers in charge of a watch or as a rating forming part of a watch shall be provided a minimum of 10 hours rest in any 24-hour period.
2. The hours of rest may be divided into no more than two periods, one of which shall be at least 6 hours in length.
3. The requirements for rest periods laid down in paragraph 1 and 2 need not be maintained in the case of an emergency or shift or in other overriding operational conditions.
4. Notwithstanding the provisions of paragraphs 1 and 2, the minimum period of rest hours may be reduced in rest less than 6 consecutive hours provided that any such reduction shall not extend beyond two days and not less than 70 hours of rest are provided each seven day period.
5. Administrations shall require that watch schedules be posted where they are easily accessible.

## Section B-VIII/1 of the STCW Code (Guidance)

1. In applying regulation VIII/1, the following should be taken into account:
  1. provisions made to prevent fatigue should ensure that excessive or unreasonable overall working hours are not undertaken. In particular, the maximum rest periods specified in Section A-VIII/1 should not be interpreted as implying that all other hours may be devoted to watchkeeping or other duties;
  2. that the frequency and length of leave periods, and the granting of compensatory leave, are material factors in preventing fatigue from building up over a period of time;
  3. the provisions may be varied for ships on short-sea voyages, provided special safety arrangements are put in place; and



Allegato B (previsto dall'art. 4, comma 2)

**MODELLO PER LA REGISTRAZIONE DELLE ORE DI LAVORO E DI RIPOSO DEI LAVORATORI MARITTIMI (rif. art. 4)**

**MODEL FORMAT FOR RECORD OF HOURS OF WORK OR HOURS OF REST OF SEAFARERS (ref. art. 4)**

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Nome della nave: \_\_\_\_\_ Periodo di riferimento del registro:  
(mensile/annuo)  
Eventuale Codice IMO: \_\_\_\_\_  
Nome di ship: \_\_\_\_\_ IMO number (if any): \_\_\_\_\_  
Referent period for record:  
(month/year)

Nome del marittimo: \_\_\_\_\_ Servizio di guardia:  SI  NO  
Seafarers (full name) Position/Rank: \_\_\_\_\_ Watchkeeper:  YES  NO

**REGISTRO DELLE ORE DI LAVORO E DI RIPOSO**

Indicare con una X i periodi di lavoro e con una R i periodi di riposo nelle singole colonne tramite oppure tracciare una linea o una freccia continua in corrispondenza del relativo periodo.  
Please mark with an X periods of work and with an R periods of rest, or using a continuous line or arrow

**COMPLETARE LA TABELLA ALLEGATA**

A questa nave si applicano le disposizioni relative al numero massimo di ore di lavoro o al numero minimo di ore di riposo riportate nei seguenti decreti, regolamenti, contratti collettivi (specificare gli estremi dei provvedimenti di riferimento):  
The following national laws, regulations and/or collective agreements governing limitations on working hours or minimum rest periods apply to this ship:

DICHIARO che le informazioni riportate nel presente registro relative alle ore di lavoro e di riposo dei lavoratori marittimi indicate corrispondono al vero.  
I AGREE that this record is an accurate reflection of the hours of work or rest of the seafarers concerned

Nome del comandante o della persona da questi delegata a firmare il presente registro (in stampatello):  
Name of master or person authorized by master to sign this record (block capitals):

Firma del comandante o della persona autorizzata  
Signature of master or authorized person

Firma del marittimo  
Signature of seafarer

Una copia del presente registro deve essere consegnata al marittimo interessato - A copy of this record is to be given to the seafarers

Il presente registro è soggetto a verifica e validazione secondo le procedure stabilite dal decreto legislativo

Timbro e Visto Autorità competente - Official seal and signature of the competent Authority

1 Ripetere la stessa terminologia utilizzata nella documentazione relativa alla composizione dell'equipaggio indicata nella tabella dell'organizzazione del lavoro a bordo.  
For these positions/ranks that are also listed in the ship's safe manning document, the terminology used should be the same as in that document and in the model table of shipboard working arrangements

2 Segnare con ✓ in casella pertinente - Check ✓ as appropriate



MODELLO PER LA REGISTRAZIONE DELLE ORE DI LAVORO E DI RIPOSO DEI LAVORATORI MARITTIMI (rif. art. 4)

*MODEL FORMAT FOR RECORD OF HOURS OF WORK OR HOURS OF REST OF SEAFARERS (ref. art. 4)*

**ALLEGATO B**

**PAG. 2/2**

Ore <i>Hours</i> Data <i>Date</i>	Ore di riposo in 24 ore <i>Hours of rest in 24-hour period</i>																								Commenti <i>Comments</i>	Sezione riservata al Comandante <i>Section reserved to the master</i>				
	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24		Hours of work or rest, as applicable, in any 24-hour period	Hours of work or rest, as applicable, in any 7-day period			

\*) Insieme avviene giornalmente al fine della verifica della conformità alle disposizioni contenute nel decreto legislativo  
 Add daily calculations to ensure compliance with the relevant requirements of the decree