

MANUAL OF ORDERS

REVOKES

MAO 550-1  
dated 4/12/78

NO.

550-1

EFFECTIVE DATE

June 5, 1979

SUBJECT

CREW COMMITTEE

Section 1. Purpose:

This order authorizes the establishment of the Crew Committee, designates the membership, and sets forth the committee functions and responsibilities.

Section 2. Membership:

2.01 The Crew Committee shall be composed of:

- 1 Director, Office of Maritime Labor and Training who shall serve as Chairperson of the Committee.
- 2 Chief, Division of Subsidy Rates, Office of Ship Operating Costs.
- 3 Chief, Division of Ship Management, Office of Ship Operations.
- 4 Chief, Division of Naval Architecture, Office of Ship Construction.
- 5 Chief, Division of Engineering, Office of Ship Construction.

2.02 In the absence of the Chairperson, the Chief, Division of Naval Architecture shall act as Chairperson.

2.03 The Committee shall designate an employee to serve as Technical Secretary subject to the concurrence of the Director of the Office to which the employee is assigned.

2.04 A Subcommittee of the Crew Committee shall be established with membership as follows:

- 1 Chief, Division of Naval Architecture, Office of Ship Construction, who shall serve as Chairperson of the Subcommittee.
- 2 Chief, Division of Ship Management, Office of Ship Operations.
- 3 A member of the Office of Maritime Labor and Training, designated by the Director thereof.

2.05 There shall be an alternate to each member of the Committee and Subcommittee to be designated by the respective Office Directors.

Section 3. Functions:

3.01 The Crew Committee shall, with respect to:

Applications for construction-differential subsidy, with or without national defense features, under Sections 501 and 504 of the Merchant Marine Act, 1936, as amended;

Applications for aid in the construction of new ships, with or without national defense features, under Section 509 of the Merchant Marine Act, 1936, as amended;

Applications for operating-differential subsidy under Title VI of the Merchant Marine Act, 1936, as amended; and

Applications for financing guarantees under Section 1104(b)(7) of the Merchant Marine Act, 1936, as amended:

- 1 In cases where the Maritime Subsidy Board and/or Assistant Secretary for Maritime Affairs has not established a policy or there is reasonable doubt that a policy has been established with respect to crewing scales and crew accommodations for a general ship design, make recommendations to the Maritime Subsidy Board and/or the Assistant Secretary for Maritime Affairs, through the Assistant Administrator for Maritime Aids, on the establishment of such policies.
- 2 In cases where an applicant's proposed crew accommodations and ship's complement are recommended for adoption without change, make recommendations to the Assistant Administrator for Maritime Aids, on crewing scales on which to base operating-differential subsidies and crew accommodations on which to base construction-differential subsidies.
- 3 In cases where the applicant's proposed crew accommodations and/or ship's complement are found to be unsuited for efficient and economical operation, make recommendations to the Maritime Subsidy Board and/or the Assistant Secretary for Maritime Affairs, through the Assistant Administrator for Maritime Aids, on crewing scales on which to base operating-differential subsidies and crew accommodations on which to base construction-differential subsidies.

- 4 Conduct or direct studies in connection with new ship designs to support crewing scale and crew accommodation recommendations.

3.02 The Subcommittee of the Crew Committee, acting for the Crew Committee, shall:

- 1 Review plans and specifications for crew quarters and report findings to the Director, Office of Ship Construction and to the Crew Committee for recommendation to the Maritime Subsidy Board or to the Assistant Secretary for Maritime Affairs, as appropriate. The purpose of such review shall be to:
  - (1) Furnish technical criticism, pointing out defects or deficiencies with suggestions on possible improvement of crew quarters arrangement and equipment.
  - (2) Invite attention to nonconforming aspects of crew quarters arrangements insofar as labor union requirements are concerned, to avoid costly changes under contract.
  - (3) Protect Maritime Administration's interest in midshipmen of the United States Merchant Marine Academy and cadets of the State Maritime Academies in obtaining adequate accommodations for their sea service training.
  - (4) Advise pursuant to action of the Maritime Subsidy Board of November 27, 1962, of any crew quarters arrangement features, materials, or equipment exceeding the norm of shipbuilding practice, which may be expected to result in unreasonably increased cost.
- 2 Review and recommend to the Director, Office of Ship Construction changes to plans and specifications for crew accommodations or alterations on commercial ships owned by or constructed, reconstructed, converted, reconverted, reconditioned or bettered under contracts entered into by the Maritime Administration.

Section 4. Procedures and Responsibilities:

4.01 Recommendations on crewing scales shall be based on the principle of "necessary for the efficient and economical operation" of the vessel, with due consideration of regulatory requirements, statutory requirements and collective bargaining agreements.

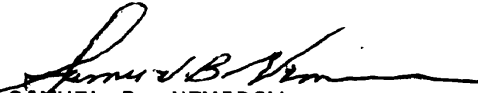
4.02 The Crew Committee shall develop criteria, standards and requirements for work study in connection with new ship designs and make recommendations thereon to the Maritime Subsidy Board or Assistant Secretary for Maritime Affairs, as appropriate.

4.03 The Subcommittee of the Crew Committee shall receive guidance from the Crew Committee on crewing scales and other policy matters. The findings of the Subcommittee on technical matters shall be submitted to the Director, Office of Ship Construction through the Crew Committee.

4.04 If the Director, Office of Ship Construction is in disagreement with the findings and recommendations of the Crew Committee, he/she shall advise the Committee of his/her opinion and request the Committee's further consideration. If an agreement cannot be reached, the Director, Office of Ship Construction shall submit a report of the disputed items to the Assistant Secretary for Maritime Affairs with recommendations.

4.05 The Director, Office of Ship Construction may authorize minor changes to crews' quarters without reference to the Crew Committee in advance, but all such changes shall be reported to the Committee.

4.06 The Chairperson of the Committee may direct members of the Committee, as appropriate, to consult with shipowners, ship operators, labor unions, and representatives of Government agencies, for information and assistance as necessary in the performance of their assigned functions.



SAMUEL B. NEMIROW  
Acting Assistant Secretary  
for Maritime Affairs