



MONGOLIA MARITIME ADMINISTRATION

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Date 22 July 2024
Ref. 01/257

Marine Circular No 01/257/2024

SUBJECT: Guidelines for Food and Catering

APPLICATION: This Marine Circular is applicable to shipowners, operators, management companies, agents, recognized organizations, masters, all seafarers working on board Mongolian-flagged ships and other relevant stakeholders.

PURPOSE OF THE GUIDELINE

The purpose of this guideline is to ensure that the seafarers working on board Mongolian-flagged ships have access to good quality food and drinking water provided under hygienic conditions.

REFERENCES

Regulation 3.2 of the MLC, 2006;
Articles 20.1.4 of the Maritime Law of Mongolia;

1. FOOD AND CATERING

1.1. Seafarers shall be provided with adequate quantities of food and drinking water on board taking due regard of the number of seafarers on board, their religious requirements and cultural practices as they pertain to food, and the duration and nature of the voyage.

1.2. The food and drinking water provided on board shall be of appropriate quality and the food shall be within the expiry dates.

1.3. The food on board shall be of adequate nutritional value and variety.

1.4. Seafarers shall not be charged for their food and drinking water. They shall be provided with food free of charge during the period of engagement.

2. FOOD STORAGE ARRANGEMENTS

2.1. Ships shall be fitted with a sufficient number of temperature-controlled food storage and handling rooms for the number of persons on board and the duration of the voyage.

2.2. Cold storeroom doors including the deep freezers should be operable from inside.

2.3. Food including meat, fish, milk and milk products, vegetables, fruit and dry provisions should be safely and hygienically stored on the shelves with respect to stock rotation, segregation and spillages.

3. POTABLE WATER SUPPLIES

3.1. Potable water refers to fresh water that is suitable for drinking, washing, bathing, showering, recreational use in fresh water environments, hospital use, food handling and preparation, and for cleaning food storage areas, utensils, and equipment.

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3.2. Potable water storage tanks must be cleaned and disinfected at least once a year, or more frequently if water testing indicates contamination.

3.3. Potable water loading hoses should be flushed before each use and disinfected at least once every six months. They should also be capped and stored properly. Potable water must be tested following WHO drinking water quality guidelines at least once every six months. Before loading potable water at any port, the Master, or an authorized representative, must obtain a water quality report.

3.4. Monitoring of drinking water on board may be carried out by use of test kits. Prior to taking on drinking water at any port, a water quality report should be made available.

4. HYGIENE

4.1. Sufficient facilities must be available for washing and drying both hands and cooking utensils.

4.2. Food waste must be disposed of in accordance with the regulations outlined in MARPOL Annex V.

4.3. Shipowner, master and cook must ensure that all parts of the food handling establishment are appropriately hygienic, a written cleaning and disinfection program is recommended. Daily, weekly and monthly inspections as well as daily temperature readings of cold storage units should be included in this program.

4.4. To protect food safety and provide for the proper cleaning of food, utensils and equipment, the food handling area should have an adequate supply of hot and cold potable water at all times.

5. DOCUMENTED INSPECTIONS BY THE MASTER

5.1. The Master must ensure that weekly inspections are conducted on the food and drinking water supplies, storage spaces and equipment, and the galleys and other equipment used for meal preparation and service.

5.2. Defects which are discovered during an inspection shall be rectified promptly and the results of each inspection, including any defects that are found, shall be recorded.

6. REQUIREMENTS FOR SHIP'S COOK / CATERING STAFF

6.1. No seafarer under the age of 18 years shall be employed or engaged or work as a ship's cook.

6.2. Ships with a crew of 10 or more must have a competent and qualified cook. The number of cooks required should be determined by the shipowner's assessment, considering factors such as the number of crew members, the voyage duration, compliance with rest hour regulations, the number of cooking areas, and other relevant factors.

6.3. All seafarers employed as ship's cooks shall have completed a training course which covers practical cookery, food and personal hygiene, food handling, food storage, stock control, environmental protection and catering health and safety.

6.4. All seafarers employed in any capacity as catering staff should be properly trained or instructed for their positions and tasks to be performed.

6.5. Seafarers that are required to handle foods should be free of any communicable disease that can be transmitted by food. Seafarers who are expected to handle food and are diagnosed with, suspected of having, or have been exposed to a communicable disease must be restricted from working in any food-related areas or operations (including handling exposed food, equipment, utensils, table linens, single-use items, or ware washing) until they are symptom-free for at least 48 hours. Communicable diseases that can be transmitted through food include, but are not limited to, typhoid (caused by *Salmonella typhi*), shigellosis (caused by *Shigella* spp.), cholera (caused by *Vibrio* spp.), intestinal disease (caused by *Escherichia coli* O15) and liver disease (caused by the hepatitis A virus).

6.6. If a ship is not required to carry a fully qualified cook due to having fewer than 10 seafarers or based on its trading pattern, anyone preparing food in the galley must be trained or instructed in food hygiene, personal hygiene, and the handling and storage of food on board.

6.7. In circumstances of exceptional necessity, the Mongolia Maritime Administration (the Administration) may issue a dispensation permitting a non-fully qualified cook to serve in a specified ship for a specified limited period, until the next convenient port of call or for a period not exceeding one month, provided that the person to whom the dispensation is issued is trained or instructed in areas including food and personal hygiene as well as handling and storage of food on board ship.

6.8. An application for a dispensation must be submitted in writing to this Administration, including the reason(s) for the request, the ship's name, identification number(s), voyage details, and information about the seafarer for whom the dispensation is requested. This should include evidence of sea service and proof that the seafarer is trained or instructed in food and personal hygiene, as well as in the handling and storage of food on board.

7. RETENTION OF RECORDS

7.1. Records of the following should be maintained and available for review:

- training of ship's cook
- cleaning and disinfection of potable water tanks, disinfection of potable water loading hoses and test reports of potable water when available for at least 3 (three) years;

Any inquiries or requests regarding this marine circular should be directed to Mongolia Maritime Administration (E-mail address: info@monmarad.gov.mn)

This Marine Circular will enter into effect as of 02 July 2024

Sincerely,



OTGONSUREN DAMDINSUREN
DIRECTOR-GENERAL
MONGOLIA MARITIME ADMINISTRATION