



# SEAFARER EMPLOYMENT AGREEMENT CHECKLIST

This checklist is based on the requirements of the Maritime Labour Convention (MLC) and UK MCA guidance, including MGN 477.

Before joining a vessel, you should be provided with a Seafarer Employment Agreement (SEA). This sets out your employment terms and your rights as a seafarer.

## 1. Personal & Employer Details

- Your full name
- Date of birth or age
- Name and address of the employer (or shipowner)
- Vessel name

## 2. Employment Details

- Job title / position
- Place of work (vessel)
- Start date
- Duration of employment (permanent or fixed term)
- Name of the vessel operator (if different from employer)

## 3. Wages & Payment

- Salary / wage amount clearly stated
- Payment frequency (e.g. monthly)
- Currency of payment
- Any bonuses or additional payments explained
- Any deductions (if applicable) are clearly explained

## 4. Leave Entitlement

- Annual leave entitlement clearly stated
- How leave accrues
- Any leave rotation (if applicable)

## 5. Hours of Work & Rest (MLC Minimum)

Your SEA should clearly explain your working hours or rest periods.



**Minimum requirements:**

- At least **10 hours of rest in any 24-hour period**
- At least **77 hours of rest in any 7-day period**

**Structure of rest:**

- Rest is split into **no more than 2 periods**
- One period is at least **6 hours**
- The gap between rest periods does not exceed **14 hours**

**Additional clarity:**

- Whether you are on a watch system or day work
- Expected working hours or rotation
- Any overtime arrangements (if applicable)

**6. Repatriation**

- You have the **right to be repatriated at no cost to you**
- The SEA states where you will be repatriated to

**This should apply:**

- At the end of your contract
- If you are dismissed
- If you are unable to continue working (illness or injury)
- If the vessel cannot continue operating

**This should be covered:**

- Travel costs (flights or equivalent)
- Accommodation and food until travel
- Transport of personal belongings

**7. Termination**

- Notice period required by both parties
- Conditions for termination clearly explained



## 8. Health, Medical & Insurance

### Medical care:

- Access to **medical care onboard and ashore**
- Treatment provided **at no cost to you**
- Support in case of illness or injury

### Financial protection:

- Vessel has **financial security in place** (usually P&I insurance) covering:
  - Outstanding wages
  - Repatriation
  - Compensation for illness, injury, disability, or death

### You should expect:

- You are not left without support if something goes wrong
- You know who to contact in an emergency

## 9. Legal Protections

- Governing law of the agreement is stated
- Any collective bargaining agreement is referenced (if applicable)

## 10. Final Checks (IMPORTANT)

Before signing:

- You understand all terms and conditions
- You have had the opportunity to ask questions
- You are not being pressured to sign
- You receive a signed copy of your SEA

### If Something Is Missing

If you:

- Have not received an SEA
- Do not understand the terms
- Or believe something is missing

Request clarification from the employer before joining.  
You may also contact Surge Crew for guidance.