

SAFER SEAS ACT COMPLIANCE CHECKLIST ^[1]

SEXUAL ASSAULT AND HARASSMENT REPORTING REQUIREMENTS

Initial Report

- ☐ USCG
- ☐ Country where the incident occurred
- ☐ Immediately upon gaining knowledge of a sexual assault or harassment incident

Company After-Action Summary

- ☐ Submission within 10 days of initial report
- ☐ Actions taken after learning of incident
- ☐ Results of investigation
- ☐ Action taken against offender

SMS REQUIRED UPDATES

Master Keys

- ☐ Master Key Access Log
- ☐ Master Key Access List

Policies, Procedures, and Annual Training

- ☐ Sexual Assault and Harassment Prevention
- ☐ Bystander Intervention
- ☐ Reporting of Sexual Assault and Harassment
- ☐ Response to Sexual Assault and Harassment
- ☐ Investigation of Sexual Assault and Harassment

SIGNAGE

Signs in Berthing Areas and in Wash Areas

- ☐ Policies prohibiting sexual assault and sexual harassment, retaliation, and drug and alcohol usage
- ☐ Procedures and resources to report crimes, including sexual assault and sexual harassment
- ☐ The telephone number, website, and email address for reporting to the USCG
- ☐ Outside resources such as sexual assault hotlines and counseling

If Video Surveillance System Required

- ☐ Signs notifying crew of presence of video and audio surveillance equipment
- ☐ Signs notifying crew of 5-year retention period for surveillance footage after an incident is reported

SURVEILLANCE EQUIPMENT^[2]

Vessels Required to Maintain Video Surveillance Systems

- ☐ Documented vessels with overnight accommodations for 10+ individuals that are
 - On an ocean voyage of at least 600 miles or
 - At least 24 meters in length and required to have a load line
- ☐ Documented vessel of at least 500 GT
- ☐ Vessels with berthing for 10+ individuals and operating for 72 hours or more on waters superjacent to the OCS

System Requirements

- ☐ Cameras recording video and audio placed in all passageways where stateroom doors open and positioned to capture every door in the passageway
- ☐ Retention of recordings for at least 1 year, or 5 years if an incident is reported
- ☐ Signs notifying crew of presence of video and audio surveillance equipment

Crew Training on Responding to Incidents

- ☐ Retain surveillance equipment and other evidence
- ☐ Act impartially without influence from company or others
- ☐ Applicable laws regarding investigating and reporting sexual assault and harassment
- ☐ Surveillance recordings may not be used as part of a labor action against crew

MASTER KEY CONTROL SYSTEM

- ☐ Manual or electronic system to control access to all master keys
- ☐ List of crew positions allowed access to master keys included in SMS system and owner's records
- ☐ Manual or electronic log of master key use kept in a centralized location – must include date, time, and location accessed, and the name and rank of person who used the master key^[3]

[1]These requirements are current as of 9/11/2023; Prepared by Jessie Elizabeth Shifalo and Cecilia Vazquez.

[2]Deadline is currently December 23, 2024, or next dry dock, whichever is later. This may be updated by the USCG.

[3]This log must be made available to the FBI, USCG, or any other law enforcement officer upon request during an investigation.