



Luxembourg, 07 May 2026

Circular CAM 04/2026

O/Ref.: NW/120390

Subject: Winter Lay Up Yachts

To: All Accredited Shipping Managers, ship owners, ship operators, Designated Persons Ashore, Masters of Luxembourg flagged ships, Recognised Organisations and Flag State Inspectors

The Commissariat aux affaires maritimes would like to recall that every commercial cruise vessels shall carry a valid Minimum Safe Manning Document at all time.

The number of crew may be reduced when a yacht is not operational in winter lay-up condition, provided that:

- the yacht will remain alongside for more than one month;
- the local Port Authorities are notified and are in agreement;
- the Master and DPA/ Managers/ Owners are in agreement;
- no voyages or charters are undertaken; and
- all other requirements (certification, classification statuses, watchkeeping, log books, etc.) are maintained accordingly and remain valid.

In these instances, the requirements of the Minimum Safe Manning Document are no longer applicable.

Nevertheless, the yacht's owners/managers are responsible to ensure the necessary manning requirements of the yacht and should take normal and emergency operational requirements into consideration when deciding if the level of manning is appropriate.

The number of crew may be reduced below the minimum safe manning levels following a risk assessment carried out by the yacht's Master in order to ensure that:

- necessary maintenance on board can continue to be carried out, including safety management system (SMS) requirement if applicable (for vessels ≥ 500 GT);

- any possible emergency which may occur on board such as fire, unmooring and mooring can be safely and effectively responded to and handled by experienced crew on board;
- the ship security plan (SSP) can continue to be maintained as necessary (for vessels $\geq 500\text{GT}$);
- the maximum hours of work and minimum hours of rest shall remain in compliance with MLC requirements; and
- any requirements which may be stipulated by the local Port Authorities and/or the yacht's insurance are complied with as required.

Compliance with the requirements of the Minimum Safe Manning Document should be reestablished in due time to allow for necessary maintenance, familiarization and drills onboard prior to resuming operations.

All onboard surveys (Class) and inspections shall be carried out with the necessary crew members onboard.

DPA/Managers/Owners are required to inform the Commissariat aux affaires maritimes of the intention to reduce the manning during winter lay-up by email.

The message should clearly state the exact duration of the winter lay-up and provide an updated crew list of the remaining crew on board together with the risk assessment and the local authorities' approval.

You are kindly requested to ensure adequate dissemination of this information within your company and to the relevant Luxembourg flagged vessels.



(s) André Hansen
Government Commissioner
for maritime affairs