
**Tourism and related services —
Bareboat charter — Minimum service
and equipment requirements**

*Tourisme et services connexes — Location de bateau sans équipage —
Exigences minimales de service et d'équipement*

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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation on the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see the following URL: www.iso.org/iso/foreword.html.

This document was prepared by Technical Committee ISO/TC 228, *Tourism and related services*.

Introduction

Over the last decade, bareboat charters have become popular and consequently, the charter business is expanding.

Bareboat charter is a typical cross-border business activity, with the internet making it easy for companies to offer their services to a large public. The easy access to information (via internet) and the growing charter market has created a wide choice for charter services all over the world. This can clearly be seen at any number of large international boat shows where there is a large number of competing charter companies.

However, the quality of the service provision of companies that provide bareboat charter can vary substantially and is difficult to compare and assess. This creates an uneven playing field and dissatisfaction between charter providers and charterers alike. An international standard can create a qualitative bareboat charter market and increase satisfaction levels for charter providers and charterers.

A service standard for the provision of essential safety equipment necessary for bareboat charter operation, the assessment methods for defining the quality of this equipment, agreements and arrangements, safety operations and instructions, liability and insurance, etc. is highly desirable in this particular tourism field.

Passengers on bareboat charters are not always conscious of marine safety needs. Safety instructions and properly working equipment are essential to ensure the safety of those on board a chartered bareboat.

This document addresses how to assess the quality and safety level of a bareboat offered for charter. Correct assessment is of key importance at the moment of the handing over of a boat (before and after the charter period).

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Tourism and related services — Bareboat charter — Minimum service and equipment requirements

1 Scope

This document sets out the minimum service level and equipment requirements for bareboats offered for charter on inland, coastal and/or offshore waters. It is applicable to any individual or organization that offers a bareboat for charter.

This document:

- covers the safety of the bareboat and its occupants, but not associated sport or water-based recreational activities;
- excludes boats that are provided with a skipper and/or crew and bareboats that do not have living accommodation;
- does not establish the construction requirements for bareboats and equipment provided.

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO 9094, *Small craft — Fire protection*

3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

- ISO Online browsing platform: available at <https://www.iso.org/obp>
- IEC Electropedia: available at <http://www.electropedia.org/>

3.1

bareboat

boat with *living accommodation* (3.6) chartered without *skipper* (3.7) and/or crew provided by the *charter provider* (3.4)

3.2

charter

hire of a boat for an agreed payment

3.3

charterer

individual or organization that charters a *bareboat* (3.1)

**3.4
charter provider**

individual or organization responsible for offering a *bareboat* (3.1) for *charter* (3.2)

Note 1 to entry: This can be the owner/operator/manager of the bareboat itself or, if applicable, a third party who acts as an intermediary (agent) between the *charterer* (3.3) and the bareboat owner/operator/manager. The charter provider is responsible for ensuring the bareboat charter is compliant with this document.

**3.5
charter agreement**

contract between *charterer* (3.3) and the *charter provider* (3.4)

**3.6
habitable space
living accommodation**

space surrounded by permanent structure in which there is provision for sleeping, cooking, eating, washing and toilet facilities

Note 1 to entry: The term “habitable space” is commonly used within industry. The term “living accommodation” is commonly used by the user.

**3.7
skipper**

person having overall command and responsibility of the *bareboat* (3.1) for the duration of the *charter* (3.2)

Note 1 to entry: The skipper and the *charterer* (3.3) can be different people.

**3.8
security deposit**

refundable sum of money paid by the *charterer* (3.3) and held by the *charter provider* (3.4)

4 General

4.1 The charter provider shall have overall responsibility for the delivery of the bareboat charter. The charter provider shall inform the charterer if a third party is involved and shall unambiguously state the responsibilities of the third party.

4.2 Any advertisement for the bareboat charter shall accurately reflect the service offered by the charter provider.

4.3 The charter provider shall provide detailed information regarding the bareboat, terms and conditions and service offered (e.g. in writing or via a website). The information shall be available before an agreement has been signed.

5 Service provision

5.1 In advance of the bareboat charter

5.1.1 Arranging the bareboat charter

There shall be a charter agreement that sets out what is expected of charterer and the charter provider. The charter agreement may consist of one or more documents. Signed copies of the charter agreement shall be provided for both parties.

The charter provider shall unambiguously state when and how:

- the charter is agreed, any limitations and which laws govern the contract;

- the charterer may amend or cancel the charter agreement and any financial penalties the charterer may incur;
- the charter provider may amend or cancel the charter agreement and any financial compensation the charter provider will give;
- a comparable alternative bareboat will be offered if the chartered one is not available;
- delays to the start and termination of the charter duration including late handback will be communicated and compensated.

The charter agreement shall be simple to understand and shall be written in a language that is acceptable to both the charterer and charter provider.

5.1.2 Bareboat details

The charter provider shall specify:

- the maximum number of persons permitted on board;
- the year of construction or age of craft;
- the manufacturer;
- the model;
- the layout;
- the number of cabins, heads and berths;
- the inventory of equipment supplied as standard;
- optional equipment requested by the charterer and its cost.

5.1.3 Dates of charter and duration

The exact dates and times of handover and return/handback shall be clearly stated by the charter provider.

5.1.4 Location

The location(s) of where the bareboat will be handed over and handed back shall be clearly stated by the charter provider. The charter provider shall give the charterer up-to-date information about transport and parking options for the handover/handback location.

5.1.5 Charter fee

The charter provider shall clearly state the payment schedule, including taxes for the bareboat charter, the currency of payment, method of payment and bank details, if any.

5.1.6 Evidence of competence

The charter provider shall inform the charterer of evidence of the competence that is necessary for the charter.

The charter provider shall confirm prior to signing the charter agreement that the charterer will be able to provide evidence of the required level of competence.

If the charterer is not the skipper of the bareboat, the charter provider shall confirm that the nominated skipper has evidence of the required level of competence.

NOTE Evidence can cover the need to operate equipment such as maritime radio sets in addition to skippering the bareboat.

5.1.7 Consumables

The charter provider shall make it clear what is included in and what is excluded from the charter fee, e.g. liquid petroleum gas (LPG), fuel, food and potable water.

5.1.8 Services and options

The charter provider shall confirm in writing what optional service(s) have been requested by the charterer and their respective fees, e.g. cleaning arrangements.

5.1.9 Security deposit

The charter provider shall provide written terms and conditions for the security deposit, if any, so that charges, deductions, penalties and the reasons for them are clearly explained.

5.1.10 Operating restrictions

The charter provider shall inform the charterer and, if different, the skipper of any restrictions that are in force for the duration of the charter, e.g. geographical limits, night time use and sail restrictions.

The charter provider shall inform the charterer of requirements, if any, to report the location of the bareboat during the charter period.

5.1.11 Assistance during the charter

The charter provider shall have a procedure for handling emergency situations and shall inform the charterer how assistance will be provided during the charter in the event of a breakdown or an emergency.

The charter provider shall inform the charterer under what circumstances a replacement bareboat and/or compensation will/will not be offered.

5.1.12 Insurance

The charter provider shall ensure that the bareboat is comprehensively insured for use by the charterer and for third party damage. Details of the sum insured, any excess payable by the charterer that is not covered by the security deposit and any limitations should be made available to the charterer.

A copy of the insurance certificate shall be provided to the charterer if requested.

The charter provider shall clearly inform the charterer before signing the charter agreement if any other insurance is required or recommended for the charter, e.g. excess waiver, medical or travel insurance.

5.1.13 Crew list

The charter provider shall require and hold a crew list for the duration of the charter. As a minimum, the following crew details shall be recorded:

- name;
- address;
- contact details;

- passport (or recognized identification document) number and expiry date;
- next of kin details;
- date of birth;
- nationality.

The crew list shall make clear who the skipper is (and, if applicable, the co-skipper), in accordance with [5.1.6](#).

5.1.14 Data protection

The charter agreement shall clearly indicate how data will be used.

Data shall be securely stored and later destroyed when it is no longer required.

5.1.15 Legal and other requirements

The charter provider shall establish, implement and maintain a procedure:

- to identify the legal requirements applicable to the bareboat charter;
- to determine how these requirements apply to the bareboat charter.

The charter provider shall ensure that these applicable legal requirements are taken into account when offering the bareboat for charter.

5.2 Handover/handback procedures

5.2.1 Arrival of charterer

The charter provider shall have a welcome procedure.

5.2.2 Handover

The charter provider shall ensure that the bareboat has been cleaned and is serviceable, and that fuel, water and LPG (if any) levels are in compliance with the charter agreement.

The crew list details shall be confirmed and shall be held by the charter provider for the duration of the charter.

The inventory shall be checked at handover and a signed copy shall be provided to the charterer.

The charter provider shall provide:

- bareboat documentation (e.g. registration document, crew lists, cruising permits) relevant for the charter;
- bareboat manual (equipment instructions) in accordance with [Clause 7](#).

The charter provider shall familiarize the charterer with the operation of the bareboat, its equipment and the bareboat manual. The drafts recorded in the bareboat manual shall be brought to the attention of the charterer.

A procedure to record the condition of the boat, and any faults, scratches or problems to be noted and agreed with the charter provider before the charter commences, is required.

The charter provider shall provide information on the following:

- when and where the charterer is expected to return and to leave the bareboat at the end of the charter;
- cleaning arrangements;
- final fuelling arrangements;
- penalties for not adhering to the charter provider's instructions or time limits;
- procedures in case of a problem or an emergency, and a contact number accessible 24 hours every day;
- any local specific rules, customs and procedures that shall be respected during the charter; and
- any threats and dangers.

The charter provider shall provide the charterer with its contact details (accessible 24 hours every day) for the duration of the charter. In addition, the charter provider shall provide contact details of other competent authorized individuals or organizations offering specific assistance within the permitted geographical limits of the bareboat charter, if any.

The charter provider shall draw specific attention of the charterer and the skipper to any applicable requirements for preventing pollution. This shall include information on sewage disposal, garbage disposal and oily waste.

5.2.3 Handback

The inventory shall be checked at handback and a signed copy shall be provided to the charterer.

The charter provider shall verify at the time of handback that the condition of the bareboat, and its cleanliness, fuel, water and LPG (if any) levels are in compliance with the charter agreement and shall inform the charterer at the time of handback whether or not any deposit held will be returned in full.

5.2.4 Continual improvement

The charter provider shall have in place a feedback mechanism to facilitate continual improvement of the services.

6 Bareboat equipment

6.1 Navigation equipment

6.1.1 General

Clear and simple operating instructions shall be provided on board for navigation equipment including global positioning system (GPS), if any.

6.1.2 Log book

A log book shall be provided by the charter provider for bareboats that operate on coastal and offshore maritime waters and lakes of similar character.

6.1.3 Nautical publications and tools

Charts, almanacs and sailing directions needed to plan the intended voyage and to plot and monitor positions throughout the voyage shall be provided.

Charts shall be of such a scale and contain sufficient detail to show clearly all relevant navigational marks, known navigational hazards and, where appropriate, information concerning ship's routing and ship reporting schemes.

Drawing tools, pencils, erasers and dividers, as required for the area of operation, shall be provided.

6.1.4 Compass

At least one steering compass and one hand bearing compass shall be provided for bareboats that operate on coastal and offshore maritime waters and lakes of similar character.

6.1.5 Distance log

A distance log shall be provided for bareboats that operate on coastal and offshore maritime waters and lakes of similar character.

6.2 Communication equipment

Communication equipment, as necessary to communicate with the Coastguard, port authorities, lock keepers, other vessels, etc., shall be provided.

6.3 Anchor

The bareboat shall have an anchor adequate for its size together with a suitable combination of chain and/or rope. Both shall be appropriate for the intended area of operation.

6.4 Mooring equipment

The following shall be provided as necessary for the area of operation and type of boat:

- mooring lines;
- fenders;
- mooring pins and mallet;
- boat hook(s).

6.5 Gangway/passerelle

A gangway/passerelle shall be provided as necessary for the area of operation and type of boat. Instructions shall be provided for its safe use.

6.6 Torch and searchlight

The following shall be provided:

- a waterproof torch with spare batteries and a bulb;
- if operation during the hours of darkness is permitted, a waterproof high-powered light, suitable for collision avoidance and searching for a person overboard at night.

6.7 First aid kit

A first aid kit shall be provided. Its contents shall be listed and its location shall be clearly marked.

6.8 Sound signalling device

A sound signalling device appropriate to the area of operation shall be provided.

6.9 Emergency re-boarding

A means of re-boarding the craft from the water unaided shall be available.

6.10 Man overboard prevention

Jackstays and clipping points shall be provided on sailing bareboats that operate on coastal and offshore waters and lakes of similar character.

Handholds and/or clipping points, as appropriate, shall be provided on non-sailing bareboats that operate on coastal and offshore waters and lakes of similar character.

6.11 Deck knife

A strong sharp knife shall be provided and shall be readily available.

6.12 Carbon monoxide detector

Bareboats should be fitted with a carbon monoxide detector, e.g. conforming to ISO 12133.

6.13 LPG detector

Bareboats shall be fitted with an LPG detector where there are LPG appliances on board.

6.14 Lifesaving appliances

[Table 1](#) specifies the minimum required lifesaving equipment for bareboats offered for charter dependant on area of operation.

Table 1 — Minimum requirements for lifesaving appliances

Type of lifesaving appliance	Rivers, canals and lakes of similar character	Coastal and offshore maritime waters and lakes of similar character
Personal floatation device (PFD) ^a	One PFD per person on board; minimum buoyancy 50 N	One PFD per person on board; minimum buoyancy 150 N
Harnesses and tethers ^b	Optional	Sailing bareboat: one harness and tether per person on board Other bareboat (e.g. motor boat): minimum one harness and tether per two people on board
Liferaft ^c	Optional	Liferaft(s) shall be provided with sufficient capacity for all persons on board
Lifebuoy with buoyant line ^d	A minimum of one	A minimum of one with danbuoy and light
A means of distress signalling ^e	Optional	A minimum of one

^a PFD. As a minimum, PFDs shall conform to the relevant part of ISO 12402. Suitable PFDs for each child on board shall be provided. PFDs shall be maintained and serviced in accordance with the manufacturer's instructions.

^b Harnesses and tethers. Harnesses and tethers shall conform to the requirements of ISO 12401. Harnesses and tethers are only required if the bareboat is equipped with jackstays and/or clipping points.

^c Liferafts. As a minimum, liferafts shall conform to the requirements of ISO 9650-2. Liferafts shall be maintained and serviced in accordance with the manufacturer's instructions.

^d Lifebuoys. Horseshoe and other lightweight lifebuoys shall be equipped with a drogue.

^e Means of distress signalling One of the following is acceptable: a digital selective calling (DSC) radio set, electronic position indicating radio beacon (EPIRB) or personal locator beacon (PLB). EPIRB and PLB beacons shall operate on 406 MHz and should be fitted with a GPS. In addition, other means of distress signalling referred to in International Regulations for Preventing Collisions at Sea (COLREGs), Annex 4, can be provided.

6.15 Hose pipe

If appropriate to the type of bareboat and area of operation, a hose pipe with suitable shore fittings for refilling fresh water tanks shall be provided.

6.16 Portable containers

At least one empty portable container for fresh water shall be provided. It shall be marked for its intended use, e.g. "fresh water only".

6.17 Shore power cable

If appropriate to the type of bareboat and area of operation, a shore power cable with suitable shore connectors shall be provided.

6.18 Table of lifesaving signals

A copy of the table of international lifesaving signals for communicating between ships, aircraft and persons in distress shall be provided for bareboats that operate on coastal and offshore maritime waters.

6.19 Firefighting equipment

6.19.1 Fire detection

Each habitable space, excluding shower and toilet compartments, shall be fitted with at least one fire detection device with an audible alarm. The device(s) shall be installed according to the device manufacturer's instructions.

6.19.2 Firefighting appliances

Firefighting equipment in accordance with ISO 9094 shall be provided and shall be readily accessible. All firefighting appliances shall be serviced at the manufacturer's recommended service intervals.

In addition, two metal, plastic or canvas buckets with lanyards suitable for fighting fires shall be provided.

6.20 Rigging wire cutter

A device suitable for cutting rigging wire shall be provided for sailing bareboats operating on coastal and offshore maritime waters and lakes of similar character.

7 Bareboat manual

7.1 General

A hardcopy of the bareboat manual shall be provided on board. An additional copy may also be provided by electronic means.

NOTE An owner's manual complying with ISO 10240 is deemed to be a bareboat manual in accordance with this clause.

The bareboat manual shall provide necessary information for the safe operation of the bareboat, equipment and systems, with due consideration for the environment. The information does not need to include servicing information other than routine checks intended to be carried out for operating the bareboat during the charter.

7.2 Contents of the bareboat manual

7.2.1 General information and data

The following information and data for the bareboat shall be provided:

- a) name of the model or type;
- b) maximum wind speed and significant wave height that the bareboat can operate in;
- c) maximum recommended load;
- d) main dimensions;
- e) drafts:
 - maximum height (air draft), if relevant;
 - maximum draft(s) in the fully loaded condition;
- f) tank capacities:
 - nominal fixed fuel tank(s) capacity (in litres), with a statement mentioning that all of its capacity may not be usable according to trim and loading and that a 20 % reserve should be kept, type of fuel and position of filling point(s) and draining point (if fitted);
 - fixed fresh water tank(s) capacity (in litres), with a statement mentioning that all of its capacity may not be usable according to trim and loading, and position of filling point(s) and draining point (if fitted);
 - fixed holding tank(s) capacity (in litres), and position of through hull or deck fitting(s) and draining point(if fitted);
 - fixed oil tank(s) capacity (in litres), clean and used, and position of filling and emptying point(s).
- g) weight and type of anchor and length of anchor chain and/or rope.

7.2.2 Maximum number of persons

The maximum recommended number of adult persons and/or combination of adults/children shall be clearly stated.

7.2.3 Bareboat layout

There shall be a layout plan indicating the following:

- electric outlets/switches/battery locations;
- equipment stowage;
- fresh water changeover taps, if relevant;
- fuel tank changeover taps, if relevant;
- fuel cut-off valve;
- tank filling fittings;
- pump out fittings;
- deck layout;
- liferaft stowage;

- seacocks.

7.2.4 Engine information

Fuel consumption under normal conditions of speed and load shall be stated.

7.2.5 Information connected with the risk of flooding and stability

The following information shall be provided:

- the location of seacocks and through-hull fittings, by a plan, sketch or any convenient means;
- advice on keeping seacocks, cockpit drains, bungs and other opening/closing devices in the hull closed or open, as appropriate, to minimize the risk of flooding (if necessary, operating instructions for any such devices shall be provided).
- advice on keeping port lights, windows, washboards, doors, hatches or ventilation openings closed when appropriate, e.g. in rough weather or at planing speeds (if necessary, operating instructions shall be provided).

7.2.6 Bilge pumps

The location of each bilge pump, together with operating instructions, shall be provided, if relevant.

7.2.7 Stability and buoyancy

The following information should be included:

- bilge water should be kept to a minimum;
- in rough weather, hatches, lockers and doorways should be closed to minimize the risk of flooding;
- stability may be reduced when towing or lifting heavy weights using a davit or boom;
- breaking waves are a serious stability hazard.

7.2.8 Escape routes

Information shall be provided on the position of hatches, doors, and other opening (intended to be a means of escape from the interior in the case of fire or capsized) and their operation.

7.2.9 Information connected with the risk of fire or explosion

7.2.9.1 Propulsion engines and generator sets

The bareboat manual shall specify the following:

- a requirement to run a petrol engine compartment fan for a prescribed time; if relevant;
- a requirement to ensure the flow of cooling water;
- a requirement to ensure that ventilation ducts are free;
- precautions when refuelling, e.g. non-smoking and treatment of fuel spillage in bareboat;
- advice not to store equipment containing petrol (e.g. outboard engines, tanks, petrol generators) in compartments not designed for this purpose.