Regulations of 3 February 1986 No. 230 concerning the employment agreement and settlement of wages form


§ 1
Scope of application
With the exceptions and special provisions set forth in the regulations concerning the Seaman’s Act, these regulations apply to any person who is to serve as an employee on Norwegian ships, fishing and hunting vessels or mobile offshore units.

§ 2
Contents of the Employment Agreement Etc.
The employment agreement shall contain information about:

a) The employee’s full name, birth number (lacking this, year and date of birth), place of residence and nationality,
b) The employer’s full name and address,
c) The name of the vessel if the employee is to serve on one vessel,
d) The position to be taken up by the employee in service. Any later alterations as regards position shall be entered in the employment agreement,
e) Any possible agreements concerning:
   – employment involving the right and duty to serve on several of the shipping company’s vessels or on vessels belonging to other companies with whom the shipping company has a crew cooperation arrangement,
   – employment for a specified period,
   – employment for a specified voyage,
   – work of temporary nature,
   – probation period, if any,
   – stipulated period of notice on either side,
   – possible earliest date of notice of termination,
   – possible port of departure,
f) Any collective wages agreement to be used in the relationship. If no such collective wages agreement exists, the agreed wages per month and overtime payment shall be stated,
g) The day from which the wages shall be payable, as well as the expected duration of the voyage insofar as the wages are established for a specified voyage,
h) Place and date of the entering into agreement,
i) Other engagement conditions.

The employment agreement shall be written in two copies and be signed by the employee or the person authorized by the employer. The parties are to have one copy each of the employment agreement.

§ 3
Employment Agreement Form
The employment agreement shall be entered into on a form stipulated by the Norwegian Maritime Directorate. The Norwegian Maritime Directorate may, upon application, accept the use of other forms for the employment agreement.

The provisions of this Section shall not apply to employees on fishing and catching vessels.

§ 4
Settlement of Wages Form
Each month, the employee shall receive a written statement setting out the wages or other imbursement to which he is entitled.
The Settlement of Wages Form, shall, in addition to personal information and the name of the vessel, among other things contain information on how the income has been calculated and the deductions made.

Upon the termination of the employment relationship, the Settlement of Wages Form shall be signed by the employee and his employer or the employer’s authorized representative.

The provisions of this section shall not apply to employees on fishing and catching vessels.

§ 5

Entry into Force

These regulations shall enter into force on 3 March 1986.

As from the same date, the regulations for the contract, wages settlement form, Settling Book and the recording of notice of termination stipulated by The Norwegian Maritime Directorate on 16 October 1975 in pursuance of the Seamen’s Act of 30 May 1975 no. 18 §§ 3, 5 and 21 and Royal Decree of 8 August 1975 shall be repealed.