

Information regarding reporting of Bridge Manning and Ship Defects in the pilot order in MSW Reportal

Background

Historically, the Swedish Maritime Administration's pilots have on several occasions encountered situations where the required bridge manning was not in place on board. In addition, information about potential ship defects has sometimes only been communicated to the pilot after embarkation. Such situations may pose a safety risk, complicate the conduct of the pilotage and, it might result in unnecessary delays while appropriate measures are taken.

To ensure that appropriate measures can be planned in advance, reduce the risk of delays and enhance safety during pilotage, the Swedish Maritime Administration has introduced two new questions that must be answered by the person creating the pilot order in MSW Reportal. The first question concerns bridge manning during pilotage, while the second question relates to any known ship defects.

Previously created pilot orders in MSW Reportal

For pilot orders that have been created, in MSW Reportal, before the 28th of October 2026, you need to take action if you have received information about deviations in bridge manning or any ship defects that needs to be reported. In such cases, you must access and update your pilot order in MSW Reportal accordingly.

Changes within MSW Reportal from the 28th of October 2026

When a pilot order is reported in the MSW Reportal the following questions needs to be answered:

- "Will the bridge manning be according to STCW-code during the entire pilotage?". Answer Yes or No, if the answer is "No" a reason needs to be added.
- "Are there any defects on the ship?". Answer Yes or No, if the answer is "Yes" a description needs to be added.

These questions will be mandatory in the MSW Reportal from the 28th of October 2026.

Contact information

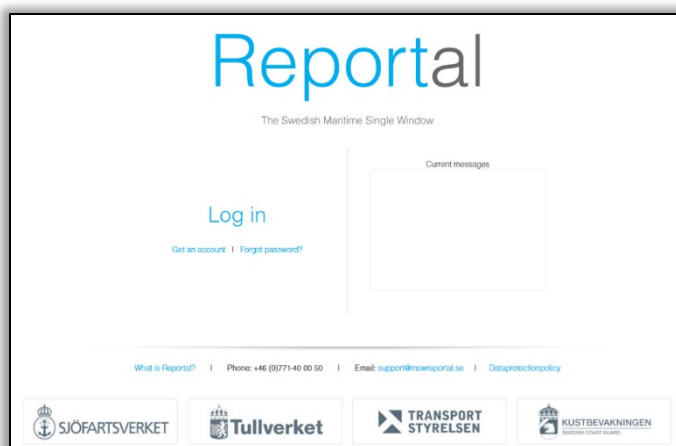
Questions regarding reporting in the MSW Reportal can be directed to MSW Support at the Swedish Maritime Administration:

- Telephone: +46 771 40 00 50
- Email: support@mswreportal.se

You can also read more about reporting in MSW Reportal and its user guides on the Swedish Maritime Administration's website under "[User guide and technical information](#)".

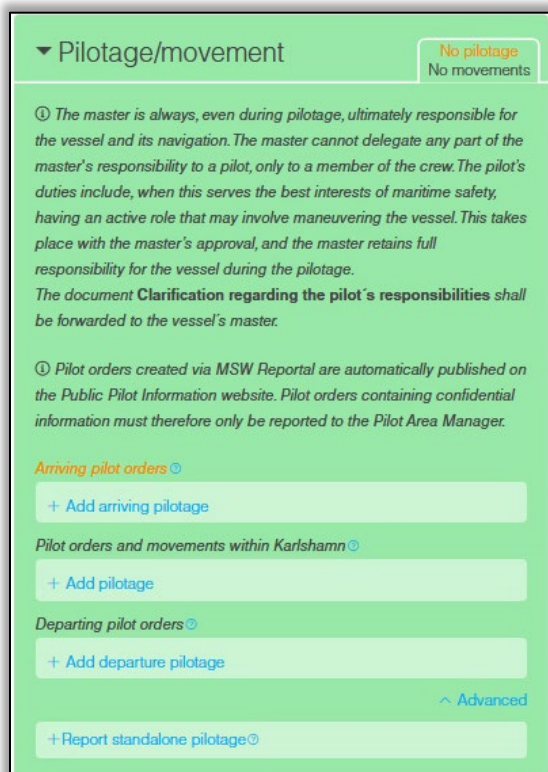
How to report Bridge Manning and Ship Defects in MSW Reportal

Please see pictures below from the MSW Reportal. To get more information about how to report in MSW Reportal please read the User Guide for MSW Reportal, which you will find on the home page of the Swedish Maritime Administration [User guide and technical information](#). An updated version will be available on the 28th of October 2026.



Use the following link

<https://mswreportal.se/> to access MSW Reportal.



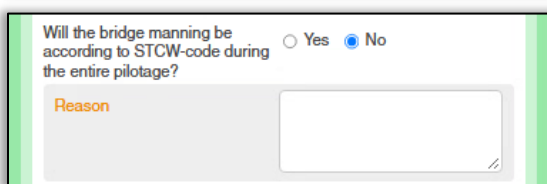
To report a pilot order in MSW Reportal, you need to do so through the *Pilotage/Movement* section.

First you need to choose what type of pilot order that you want to report.



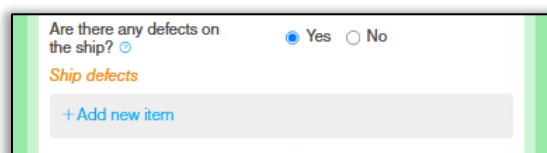
When you have chosen the specific type of pilot order you need to add information regarding the pilot order, see picture to the left.

All the orange fields are mandatory to fill in.

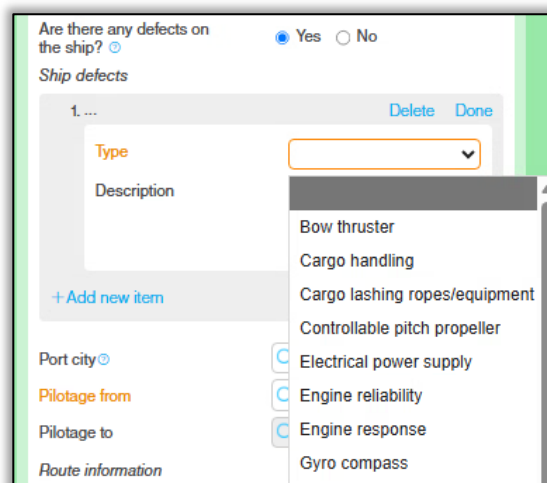


It is mandatory, for each pilot order, to answer the question “Will the bridge manning be according to STCW-code during the entire pilotage?”.

If the answer is “No”, a “Reason” needs to be added.



It is mandatory, for each pilot order, to answer the question “Are there any defects on the ship?”.



If the answer is “Yes”, at least one ship defect needs to be added “+Add new item”.

Choose a ship defect from the predefined list that is shown in the field “Type”.