

ANNEX

CERTIFICATES, DOCUMENTS AND PUBLICATIONS REQUIRED TO BE CARRIED ON BOARD DIFFERENT TYPES OF SINGAPORE SHIPS 2009

(Note: All certificates to be carried on board must be originals)

SECTION 1: FOR ALL SHIPS ON INTERNATIONAL VOYAGES

1.1 CERTIFICATES:

.1 Certificate of Registry;

*On completion of the registry of a ship, the Registrar shall grant a Certificate of Registry which shall state the particulars entered in the register.
(Merchant Shipping Act, Section 16(1))*

.2 International Tonnage Certificate (for ships of 24 m in length and above);

*An International Tonnage Certificate (1969) shall be issued to every ship, the gross and net tonnage of which have been determined in accordance with the International Tonnage Convention, 1969.
(Tonnage Convention, article 7)*

.3 Singapore Tonnage Certificate (for ships of less than 24 m in length registered on or after 6 Sep 85);

*A Singapore Tonnage Certificate shall be issued to every ship less than 24 metres in length, the gross and net tonnages of which have been determined in accordance with Part II of the Merchant Shipping (Tonnage) Regulations.
(Merchant Shipping (Tonnage) Regulations, regulation 7(1)(b))*

.4 International Load Line Certificate;

*An International Load Line Certificate shall be issued under the provisions of the International Convention on Load Lines, 1966, as modified by the 1988 LL Protocol for ships of 24 metres in length and above.
(Load Line Protocol, article 18)*

.5 Singapore Load Line Certificate;

*A Singapore Load Line Certificate shall be issued to every new ship of less than 24 metres in length or every existing ship of less than 150 tons gross tonnage which has been surveyed and marked in accordance with the Merchant Shipping (Load Lines) Regulations.
(Merchant Shipping (Load Lines) Regulations, regulation 16(2))*

.6 International Load Line Exemption Certificate or Singapore Load Line Exemption Certificate as appropriate (when an exemption has been granted);

*An International Load Line Exemption Certificate, or Singapore Load Line Exemption Certificate shall be issued to any to which an exemption has been granted under and in accordance with the provisions of the International Convention on Load Lines, 1966, as modified by the 1988 LL Protocol or the Merchant Shipping (Load Lines) Regulations, as appropriate.
(Load Line Protocol, article 18; Merchant Shipping (Load Lines) Regulations, regulation 16(3))*

- .7 International Oil Pollution Prevention (IOPP) Certificate;**
*An International Oil Pollution Prevention Certificate shall be issued, after survey in accordance with regulation 6 of Annex I of MARPOL 73/78, to any oil tanker of 150 gross tonnage and above and any other ship of 400 gross tonnage and above which are engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties to MARPOL 73/78. The certificate is supplemented with a Record of Construction and Equipment for Ships other than Oil Tankers (Form A) or Record of Construction and Equipment for Oil Tankers (Form B), as appropriate.
(MARPOL 73/78, Annex I, regulation 7)*
- .8 Singapore Oil Pollution Prevention (SOPP) Certificate;**
*The Director of Marine or an authorised organisation shall, after a survey in accordance with the provisions of regulation 6 of Annex I which relates to — (a) an oil tanker of 150 gross tonnage and above; or (b) any other ship of 400 gross tonnage and above, which operates within Singapore waters and is not engaged in voyages to ports or offshore terminals under the jurisdiction of other Contracting Parties, issue in relation to that ship a SOPP Certificate in such form as the Director may determine; and the annual survey requirements of regulation 6 of Annex I shall not apply to such ships.
(Prevention of Pollution of the Sea (Oil) Regulations 2006, regulation 8(1))*
- .9 International Sewage Pollution Prevention (ISPP) Certificate;**
*An International Sewage Pollution Prevention Certificate shall be issued, after an initial or renewal survey in accordance with the provisions of regulation 4 of Annex IV of MARPOL 73/78, to any ship which is required to comply with the provisions of the Annex and is engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties to the Convention.
(MARPOL 73/78, Annex IV, regulation 5; MEPC/Circ.408)*
- .10 International Air Pollution Prevention (IAPP) Certificate;**
*An International Air Pollution Prevention Certificate shall be issued, after survey in accordance with the provisions of regulation 5 of Annex VI, to: (a) any ship of 400 gross tonnage or above engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties; and (b) platforms and drilling rigs engaged in voyages to waters under the sovereignty or jurisdiction of other Parties to the Protocol of 1997.
(MARPOL 73/78, Annex VI, regulation 6)*
- .11 Singapore Air Pollution Prevention (SAPP) Certificate;**
*The Director of Marine or an authorized organization shall, after a survey in accordance with the provisions of regulation 5 of Annex VI which relates to all ships of 400 gross tonnage and above which operate within Singapore waters and are not engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties to the Convention, issue in relation to that ship a SAPP Certificate in such form as the Director may determine.
(Prevention of Pollution of the Sea (Air) Regulations, regulation 8)*
- .12 Engine International Air Pollution Prevention (EIAPP) Certificate;**
*An Engine International Air Pollution Prevention Certificate shall be issued for diesel engines (except emergency diesel engines, engines installed in lifeboats and any device or equipment intended to be used solely in case of emergency) with a power output of more than 130 kW installed on ships, irrespective of GT, built on or after 1 January 2000, after pre-certification survey in accordance with the provisions of the Technical Code on Control of Emission of Nitrogen Oxides from Marine Diesel Engines (NO_x Code).
(Technical Code on Control of Emission of Nitrogen Oxides from Marine Diesel Engines (NO_x Code), paragraph 2.1.1.1)*

- .13 International Ship Security Certificate (ISSC) or Interim International Ship Security Certificate;**
An International Ship Security Certificate (ISSC) shall be issued to every ship by the Administration or an organization recognized by it to verify that the ship complies with the maritime security provisions of SOLAS chapter XI-2 and part A of the ISPS Code. An interim ISSC may be issued under the ISPS Code part A, section 19.4. (SOLAS 1974, regulation XI-2/9.1.1; ISPS Code part A, section 19 and appendices)
- .14 Certificates for Master, Officers or Ratings;**
Certificates for masters, officers or ratings shall be issued, as applicable, to those seafarers who, to the satisfaction of the MPA, meet the requirements for service, age, medical fitness, training, qualifications and examinations in accordance with the provisions of the STCW Code annexed to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended. Formats of certificates are given in section A-I/2 of the STCW Code. Certificates must be kept available in their original form on board the ships on which the holder is serving. (STCW 1978 (1995 amendments), article VI, regulation I/2, STCW Code, section A-I/2)
- .15 Certificates of Proficiency for Ship Security Officers;**
Administrations shall ensure that every person found qualified under the provisions of this regulation is issued with a certificate of proficiency. (STCW 1978, as amended by MSC.203(81), regulation VI/5, STCW Code, section A-VI/5)
- .16 Certificates of the Ship Station Operator or Operators;**
Crew performing designated radio duties shall be — (a) qualified in accordance with the relevant provisions of the Radio-communication (Certificates of Competency for Ship Station Operators) Regulations (Cap. 323, Rg 2); or (b) certified in accordance with the International Convention for the Safety of Life at Sea and the Constitution and Convention of the International Telecommunication Union. (Merchant Shipping (Training, Certification and Manning) Regulations, regulation 17)
- .17 GMDSS certificates of the Operator or Operators (if a GMDSS installation is required);**
Passenger ships of all sizes and cargo ships of 300 gross tonnage and upwards installed with GMDSS shall carry personnel qualified for distress and safety radio communications. (a) Every ship shall carry personnel qualified for distress and safety radio-communication purposes to the satisfaction of the Director of Marine. The personnel shall be holders of certificates specified in the Radio Regulations as appropriate, any one of whom shall be designated to have primary responsibility for radio-communications during distress incidents. (b) In passenger ships, at least one person qualified in accordance with paragraph (a) shall be assigned to perform only radio-communication duties during distress incidents. (Merchant Shipping (Safety Convention) Regulations, regulation IV/16)
- .18 Certificates of Endorsement (COE);**
An Administration which recognizes a certificate under regulation I/10 shall endorse such certificate to attest its recognition. Subject to the provisions of regulation I/10, paragraph 5, any certificate required by the Convention must be kept available in its original form on board the ship on which the holder is serving. (STCW 1978, regulation I/2)
- .19 Document of Compliance (ISM);**
A document of compliance shall be issued to every company which complies with the requirements of the ISM Code. A copy of the document shall be kept on board. (SOLAS 1974, regulation IX/4; ISM Code, paragraph 13)

- .20 Safety Management Certificate (ISM);**
A Safety Management Certificate shall be issued to every ship by the MPA or an organization recognized by the MPA. The MPA or an organization recognized by it shall, before issuing the Safety Management Certificate, verify that the company and its shipboard management operate in accordance with the approved safety management system.
(SOLAS 1974, regulation IX/4; ISM Code, paragraph 13)
- .21 Crew Accommodation Certificate;**
After a survey under regulation 5(2) of the Merchant Shipping (Crew Accommodation) Regulations, a ship which complies with these Regulations shall be issued with a crew accommodation certificate.
(Merchant Shipping (Crew Accommodation) Regulations, regulation 5(3))
- .22 Crew Accommodation Exemption Certificate;**
When a ship is exempted from any of the Merchant Shipping (Crew Accommodation) Regulations under regulation 3, an exemption certificate for crew accommodation in respect of the ship shall be issued.
(Merchant Shipping (Crew Accommodation) Regulations, regulation 5(5))
- .23 Deratting or Deratting Exemption Certificate;**
A deratting certificate or deratting exemption certificate shall be issued only by the health authority of a port designated for that purpose by its national health administration.
(Infectious Diseases (Quarantine) Regulations, regulation 28(4); International Health Regulations)
- .24 Certificates of Class if the ship is classed;**
Evidence of seaworthiness 14.—(1) The following documents may be accepted by the Registrar as evidence that a ship is in a seaworthy condition for registry under section 12 or 13 of the Act: (a) a classification certificate issued by a classification society which has been authorized to issue certificates on behalf of the Government; and (b) such other documents relating to the seaworthiness of the ship as the Registrar may determine.
(Merchant Shipping (Registration of ships) Regulations, regulation 14(1))
- .25 Dispensation Certificate from the technical requirements of the International Regulations for Preventing Collisions at Sea, 1972 (COLREG) (when a dispensation has been granted);**
A dispensation certificate shall be issued when it has been determined that a vessel of special construction or purpose cannot comply fully with the provisions of any of these Rules.
(COLREG Rule 1(e))
- .26 Order of Druggist (Medical Supplies Certificate);**
The medicines and medical stores shall be inspected at least once in every 12 months by a registered pharmacist, who, on being satisfied that the ship is provided with medicines and medical stores in accordance with the appropriate scale, shall issue a certificate to that effect.
(Merchant Shipping (Medical Stores) Regulations, regulation 10)
- .27 Certificate of Insurance or other Financial Security in respect of Civil Liability for Bunker Oil Pollution Damage; and**
A certificate attesting that insurance or other financial security is in force in accordance with the provisions of this Convention shall be issued to each ship after the appropriate authority of a State Party has determined that the requirements of paragraph 1 have been complied with. With respect to a ship registered in a State Party such certificate shall be issued or certified by the appropriate authority of the State of the ship's registry; with

respect to a ship not registered in a State Party it may be issued or certified by the appropriate authority of any State Party.

The certificate shall be carried on board the ship and a copy shall be deposited with the authorities who keep the record of the ship's registry or, if the ship is not registered in a State Party, with the authorities issuing or certifying the certificate.

(International Convention on Civil Liability for Bunker Oil Pollution Damage, 2001, Articles 7(2) and 7(5))

.28 Long range identification and tracking of ships – LRIT certificate and Conformance Test Report; and

A Conformance test report should be issued, on satisfactory completion of a conformance test, by the Administration or the ASP who conducted the test acting on behalf of the Administration and should be in accordance with the model set out in appendix 2. MPA issues a LRIT Certificate as attestation to the successful completion of the conformance test.

(SOLAS 1974, regulation V/19-1; MSC.1/Circ.1296)

.29 Statement of Compliance in lieu of International Anti-fouling System Certificate

Issue or Endorsement of an International Anti-fouling System Certificate —(1) The Administration shall require that a ship to which regulation 1 applies is issued with a Certificate after successful completion of a survey in accordance with regulation 1.

(International Convention on the Control of Harmful Anti-Fouling Systems (AFS) on Ships, 2001, Annex 4, regulation 2)

Note: The AFS Convention entered into force on 17 Sep 08. As of May 2009, Singapore has not yet acceded to the Convention. As such, Singapore flag ships are required to carry a Statement of Compliance (DOC), which may be issued by any of the ROs. The DOC shall be replaced by an International Anti-fouling System Certificate upon Singapore's accession to the convention.

1.2 DOCUMENTS AND DRAWINGS:

.1 Minimum Safe Manning Document;

Every ship to which chapter I of the Convention applies shall be provided with an appropriate safe manning document or equivalent issued by the MPA as evidence of the minimum safe manning.

(SOLAS 1974, regulation V/14.2)

.2 Intact Stability Booklet;

Every passenger ship regardless of size and every cargo ship having a length (L) of 24 m and upwards, shall be inclined upon its completion and the elements of its stability determined.

(SOLAS 1974, regulation II-1/5.1)

In addition to any other applicable requirements of the present regulations, ships having a length of 24 m and upwards constructed on or after 1 July 2010 shall as a minimum comply with the requirements of part A of the 2008 IS Code.

(SOLAS 1974 (2006 amendments), regulation II-1/5.1)

Each ship shall be provided with a stability booklet, approved by the Administration, which contains sufficient information (see part B, 3.6) to enable the master to operate the ship in compliance with the applicable requirements contained in the Code. If a stability instrument is used as a supplement to the stability booklet for the purpose of determining compliance with the relevant stability criteria such instrument shall be subject to the

approval by the Administration.

(International Code on Intact Stability, 2008 (2008 IS Code), paragraph 2.1.6)

Note: The SOLAS 2006 amendments will enter into force on 1 July 2010, making part A of the 2008 IS Code mandatory.

.3 Stability Instrument test condition results;

It is the responsibility of the ship's master to check the accuracy of the stability instrument at each annual survey by applying at least one approved test condition. If an Administration's representative is not present for the stability instrument check, a copy of the test condition results obtained by this check should be retained on board as documentation of satisfactory testing for the Administration's representative's verification. (International Code on Intact Stability, 2008 (2008 IS Code), paragraph 4.1.9.1)

Note: The SOLAS 2006 amendments will enter into force on 1 July 2010, making part A of the 2008 IS Code mandatory.

.4 Stability information to be supplied to the master;

The master shall be supplied with such information satisfactory to the Administration as is necessary to enable him by rapid and simple processes to obtain accurate guidance as to the stability of the ship under varying conditions of service. A copy of the stability information shall be furnished to the Administration. (SOLAS 1974, regulation II-1/5-1)

The master of every new ship shall be supplied with information to arrange for the loading and ballasting of his ship in such a way as to avoid the creation of any unacceptable stresses in the ship's structure, provided that this requirement need not apply to any particular length, design or class of ship where the Administration considers it to be unnecessary. Information shall be provided to the master in a form that is approved by the Administration or a recognized organization. Stability information and loading information also related to ship strength shall be carried on board at all times together with evidence that the information has been approved by the Administration. (1988 Load Line Protocol, regulation 10)

.5 Damage Control Plans and Booklet;

There shall be permanently exhibited, or readily available on the navigation bridge, for the guidance of the officer in charge of the ship, plans showing clearly for each deck and hold the boundaries of the watertight compartments, the openings therein with the means of closure and position of any controls thereof, and the arrangements for the correction of any list due to flooding. In addition, booklets containing the aforementioned information shall be made available to the officers of the ship. (SOLAS 1974, regulations II-1/19.1)

.6 Damage Stability information;

In case of ships to which damage stability requirements of part B-1 apply, damage stability information shall provide the master a simple and easily understandable way of assessing the ship's survivability in all damage cases involving a compartment or group of compartments. (SOLAS 1974, regulations II-1/19.5)

.7 Fire safety training manual;

A training manual shall be written in the working language of the ship and shall be provided in each crew mess room and recreation room or in each crew cabin. The manual shall contain the instructions and information required in regulation II-2/15.2.3.4. Part of such information may be provided in the form of audio-visual aids in lieu of the manual. (SOLAS 1974, regulation II-2/15.2.3)

- .8 Fire Control plan/booklet, and also Duplicates of Plans or Booklets on either side of ship outside deckhouse in prominently marked weathertight containers;**
General arrangement plans shall be permanently exhibited for the guidance of the ship's officers, showing clearly for each deck the control stations, the various fire sections together with particulars of the fire detection and fire alarm systems and the fire-extinguishing appliances etc. Alternatively, the aforementioned details may be set out in a booklet, a copy of which shall be supplied to each officer, and one copy shall at all times be available on board in an accessible position. Plans and booklets shall be kept up to date; any alterations shall be recorded as soon as practicable. A duplicate set of fire control plans or a booklet containing such plans shall be permanently stored in a prominently marked weathertight enclosure outside the deckhouse for the assistance of shore-side fire-fighting personnel.
 (SOLAS 1974, regulation II-2/15.2.4)
- .9 On board training and drills record;**
Fire drills shall be conducted and recorded in accordance with the provisions of regulations III/19.3 and III/19.5.
 (SOLAS 1974, regulation II-2/15.2.2.5)
- .10 Fire safety operational booklet;**
The fire safety operational booklet shall contain the necessary information and instructions for the safe operation of the ship and cargo handling operations in relation to fire safety. The booklet shall be written in the working language of the ship and be provided in each crew mess room and recreation room or in each crew cabin. The booklet may be combined with the fire safety training manuals required in regulation II-2/15.2.3.
 (SOLAS 1974, regulation II-2/16.2)
- .11 Cargo Securing Manual;**
All cargoes, other than solid and liquid bulk cargoes, cargo units and cargo transport units, shall be loaded, stowed and secured throughout the voyage in accordance with the Cargo Securing Manual approved by the MPA. In ships with ro-ro spaces, as defined in regulation II-2/3.41, all securing of such cargoes, cargo units and cargo transport units, in accordance with the Cargo Securing Manual, shall be completed before the ship leaves the berth. The Cargo Securing Manual is required on all types of ships engaged in the carriage of all cargoes other than solid and liquid bulk cargoes, which shall be drawn up to a standard at least equivalent to the guidelines developed by the Organization.
 (SOLAS 1974, regulations VI/5.6 and VII/5; MSC/Circ.745)
- .12 Oil Record Book;**
Every oil tanker of 150 gross tonnage and above and every ship other than an oil tanker of 400 gross tonnage and above shall be provided with an Oil Record Book, Part I (Machinery space operations). Every oil tanker of 150 gross tonnage and above shall also be provided with an Oil Record Book, Part II (Cargo/ballast operations).
 (MARPOL 73/78, Annex I, regulations 17 and 36)
- .13 Shipboard Oil Pollution Emergency Plan (SOPEP);**
Every oil tanker of 150 gross tonnage and above and every ship other than an oil tanker of 400 gross tonnage and above shall carry on board a Shipboard Oil Pollution Emergency Plan approved by the MPA.
 (MARPOL 73/78, Annex I, regulation 37)
- .14 Garbage Management Plan;**
Every ship of 400 gross tonnage and above and every ship which is certified to carry 15 persons or more shall carry a garbage management plan.
 (MARPOL 73/78, Annex V, regulation 9)

- .15 Garbage Record Book;**
Every ship of 400 gross tonnage and above and every ship which is certified to carry 15 persons or more engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties to the Convention and every fixed and floating platform engaged in exploration and exploitation of the sea-bed shall be provided with a Garbage Record Book.
(MARPOL 73/78, Annex V, regulation 9)
- .16 Bunker Delivery Note;**
For each ship subject to regulations 5 and 6 of MARPOL Annex VI, details of fuel oil for combustion purposes delivered to and used on board shall be recorded by means of a bunker delivery note which shall contain at least the information specified in appendix V to this Annex. The bunker delivery note shall be kept on board the ship in such a place as to be readily available for inspection at all reasonable times. It shall be retained for a period of three years after the fuel oil has been delivered on board.
(MARPOL Annex VI, regulation 18(3), (4))
- .17 Material Safety Data Sheets (MSDS);**
Ships carrying MARPOL Annex I cargoes, as defined in Appendix I to Annex I of the Protocol of 1978 relating to the International Convention for the Prevention of Pollution from Ships, 1973, and marine fuel oils shall be provided with a material safety data sheet prior to the loading of such cargoes based on the recommendations developed by the Organization.
(SOLAS 1974, regulation VI/5-1)
The regulation enters into force on 1 July 2009. The form of the MSDS is prescribed in resolution MSC.150(77), as amended.
- .18 Voyage data recorder system – Certificate of Compliance;**
The voyage data recorder system, including all sensors, shall be subjected to an annual performance test. The test shall be conducted by an approved testing or servicing facility to verify the accuracy, duration and recoverability of the recorded data. In addition, tests and inspections shall be conducted to determine the serviceability of all protective enclosures and devices fitted to aid location. A copy of the certificate of compliance issued by the testing facility, stating the date of compliance and the applicable performance standards, shall be retained on board the ship.
(SOLAS 1974, regulation V/18.8)
- .19 Ship Security Plan and associated records;**
Each ship shall carry on board a ship security plan approved by the Administration. The plan shall make provisions for the three security levels as defined in part A of the ISPS Code. Records of the following activities addressed in the ship security plan shall be kept on board for at least the minimum period specified by the Administration:
- .1 training, drills and exercises;*
 - .2 security threats and security incidents;*
 - .3 breaches of security;*
 - .4 changes in security level;*
 - .5 communications relating to the direct security of the ship such as specific threats to the ship or to port facilities the ship is, or has been, in;*
 - .6 internal audits and reviews of security activities;*
 - .7 periodic review of the ship security assessment;*
 - .8 periodic review of the ship security plan;*
 - .9 implementation of any amendments to the plan; and*
 - .10 maintenance, calibration and testing of any security equipment provided on board, including testing of the ship security alert system.*
- (SOLAS 1974, regulation XI-2/9; ISPS Code part A, sections 9 and 10)

- .20 Continuous Synopsis Record (CSR);**
Every ship to which chapter I of the Convention applies shall be issued with a Continuous Synopsis Record. The Continuous Synopsis Record provides an on-board record of the history of the ship with respect to the information recorded therein.
 (SOLAS 1974, regulation XI-1/5)
- .21 Manoeuvring Information;**
The ability of the machinery to reverse the direction of thrust of the propeller in sufficient time, and so to bring the ship to rest within a reasonable distance from maximum ahead service speed, shall be demonstrated and recorded. The stopping times, ship headings and distances recorded on trials, together with the results of trials to determine the ability of ships having multiple propellers to navigate and manoeuvre with one or more propellers inoperative, shall be available on board for the use of the master or designated personnel.
 (SOLAS 1974, regulation II-1/28)
- .22 Emergency towing procedures on ships (from 1 Jan 2010);**
Ships shall be provided with a ship-specific emergency towing procedure. Such a procedure shall be carried aboard the ship for use in emergency situations and shall be based on existing arrangements and equipment available on board the ship.
 (SOLAS regulation II-1/3-4, paragraph 2)
- Note: Regulation II-1/3-4 “Emergency towing arrangements and procedures” enters into force on 1 Jan 2010. It applies to: 1. all passenger ships, not later than 1 January 2010; 2. cargo ships constructed on or after 1 January 2010; and 3. cargo ships constructed before 1 January 2010, not later than 1 January 2012.*
- .23 Emergency towing booklet (from 1 Jan 2010);**
The Emergency Towing Booklet (ETB) should be ship specific and be presented in a clear, concise and ready-to-use format. A copy should be kept at hand by the owners/operators in order to facilitate the passing on of information to the towage company as early as possible in the emergency. A copy should also be kept in a common electronic file format, which will allow faster distribution to the concerned parties. A minimum of three copies should be kept on board and located in: 1. the bridge; 2. a forecabin space; and 3. the ship’s office or cargo control room.
 (MSC.1/Circ.1255 – Guidelines for Owners/Operators on preparing Emergency Towing Procedures, paragraph 4)
- .24 Towing and Mooring Arrangements Plan;**
Ships shall be provided with arrangements, equipment and fittings of sufficient safe working load to enable the safe conduct of all towing and mooring operations associated with the normal operation of the ship. The SWL for the intended use for each shipboard fitting should be noted in the towing and mooring arrangements plan available on board for the guidance of the Master.
 (SOLAS 1974, regulation II-1/3-8; MSC/Circ.1175 – Guidance on Shipboard Towing and Mooring Equipment, paragraph 5)
- .25 Approved Loading and Ballasting Information;**
The master of every new ship shall be supplied with sufficient information, in an approved form, to enable him to arrange for the loading and ballasting of his ship in such a way as to avoid the creation of any unacceptable stresses in the ship’s structure.
 (Load Line 66/88, regulation 10; see also “Ballast Water Management Plan”)
- .26 Articles of Agreement, consisting of Forms Marine 68A, 68B 68C and 68D;**
An agreement in writing shall be made between each person employed as a seaman on a ship and the person employing him and shall be signed both by him and by or on behalf of the person employing him. A crew agreement shall be carried in the ship to which the

*agreement relates whenever the ship goes to sea.
(Merchant Shipping Act, section 53)*

.27 Statement of Account of Wages of Seaman/Allotment Note;

The master of every ship shall deliver to every seaman employed on the ship under a crew agreement an account of wages due to him under that crew agreement and of the deductions subject to which the wages are payable.

(Merchant Shipping Act, section 57)

Subject to this section, a seaman may, by means of an allotment note issued in accordance with regulations, allot to any person part of the wages to which he will become entitled in the course of his employment on a ship.

(Merchant Shipping Act, section 62)

.28 Account of Changes in the Crew of a Singapore Ship (Form Eng 2A);

The master or employer shall notify the Director in a form approved by the Director of any subsequent engagement or discharge of a seaman under an existing agreement.

(Merchant Shipping (Crew Agreements, Lists of Crew and Discharge of Seamen)

Regulations, regulation 4(1)(b))

.29 Return of Births and Deaths;

A return of a birth or of a death required to be made under regulation 3, 4 or 5—

(a) shall be in writing;

(b) shall be signed by the master of the ship as informant; and

(c) shall contain —

(i) in the case of a birth, the particulars specified in the First Schedule; and

(ii) in the case of a death, the particulars specified in the Second Schedule.

(Merchant Shipping (Returns of Births and Deaths) Regulations, regulation 7)

.30 Official Log Book;

Unless otherwise stated, an official log book shall be kept in every ship.

(Merchant Shipping (Official Log Books) Regulations, regulation 3(1))

.31 Deck Log Book;

All ships shall carry deck and engine log books in which, or other means by which, the performance of the ship, her machinery, boilers and other daily events including such data as the ship's position, speed, course, weather conditions, fuel consumption, tank soundings, machinery operating pressures and temperatures and any incidents which may appear to be of importance to safety of life at sea, prevention of pollution to the marine environment, etc., shall be recorded indelibly in English.

(Merchant Shipping (Safety Convention) Regulations, regulation V/13)

.32 Engine Log Book;

As above.

.33 Radio Records;

A record shall be kept, to the satisfaction of the MPA and as required by the Radio Regulations, of all incidents connected with the radiocommunication service which appear to be of importance to safety of life at sea.

Radio records may be kept in the form of incident records or journal entries. The records should be kept on board the ship for at least a year.

(SOLAS 1974, regulation III/17; Marine Circular 6 of 2003 dated 29 Apr 03)

.34 Ship's Station Licence;

A Ship Station Licence may be granted by the Authority if the ship on which the station is to be carried has a valid internationally recognized Safety Radio certificate.

(Telecommunications (Radio-communication) Regulations, regulation 29(1)(a))

- .35 Illustrated Table of Life-Saving Signals;**
An illustrated table describing the life-saving signals shall be readily available to the officer of the watch of every ship to which this chapter applies.
(SOLAS 1974, regulation V/16)
- .36 Muster Lists;**
Muster lists and emergency instructions complying with the requirements of regulation 37 shall be exhibited in conspicuous places throughout the ship including the navigation bridge, engine-room and crew accommodation spaces.
(SOLAS 1974, regulation III/8.3)
- .37 Emergency Instructions for each person on board;**
Clear instructions to be followed in the event of an emergency shall be provided for every person on board. In the case of passenger ships these instructions shall be drawn up in the language or languages required by the ship's flag State and in the English language.
(SOLAS 1974, regulation III/8.2)
- .38 Training Manuals for Life-Saving Appliances;**
A training manual complying with the requirements of paragraph 3 shall be provided in each crew mess room and recreation room or in each crew cabin.
(SOLAS 1974, regulation III/35.2)
- .39 Instructions for On-Board Maintenance of Life-Saving Appliances;**
Instructions for on-board maintenance of life-saving appliances shall be easily understood, and illustrated wherever possible.
(SOLAS 1974, regulation III/36)
- .40 Documentary Evidence of Fitness of Ship to Operate with Periodically Unattended Machinery Spaces;**
Every ship shall be provided with documentary evidence, to the satisfaction of the MPA, of its fitness to operate with periodically unattended machinery spaces.
(SOLAS 1974, regulation II-1/46.3)
- .41 Table or Curve of Residual Deviations of each Standard and Steering Magnetic Compass;**
...check that the required documentation has been placed on board should consist of... table or curve of residual deviations for the magnetic compass has been provided, and that a diagram of the radar installations shadow sectors is displayed (SOLAS 1974, regulation V/19)
(Resolution A.948(23) – Revised Survey Guidelines under the Harmonized System of Survey and Certification)
- .42 Certificates of Approval for Life-Saving Appliances;**
- .43 Certificates of Approval for Fire-Fighting Appliances;**
- .44 Certificates of Approval for Navigational Aids;**
- .45 Certificates of Approval/Specification for Navigational Lights;**
...examining the plans for the positioning of, and the specification for, the navigation lights, shapes and sound signalling equipment (International Regulations for Preventing Collisions at Sea (COLREG) in force regs.20 to 24, 27 to 30 and 33)
(Resolution A.948(23) – Revised Survey Guidelines under the Harmonized System of Survey and Certification)

- .46 Certificates of Approval for Oil Pollution Prevention Equipment;**
...checking the certificates for the type approval of the oil pollution prevention equipment, such as the oily-water separating equipment, oil filtering equipment, process units, oil content meters and oil/water interface detectors and sighting the records of the various oil discharge monitoring equipment, as applicable (MARPOL 73/78/90 Annex I reg.14) (Resolution A.948(23) – Revised Survey Guidelines under the Harmonized System of Survey and Certification)
- .47 Drawings, Plans and Instruction manuals** (for Machinery Equipment and Navigational Aids including Oxygen Analysis and Gas Detection Equipment, as appropriate) necessary for the safe operation of the ship concerned; and
- .48 Reports and Records of Periodical Surveys of Hull, Machinery, Boilers and Safety Valves and Equipment.**
- .49 Construction drawings maintained on board and ashore:**
- .1 Main plans –
 - .1 General arrangement;
 - .2 Capacity plan;
 - .3 Hydrostatic curves; and
 - .4 Loading Manual, where required.
 - .2 Steel plans –
 - .1 Midship section;
 - .2 Scantling plan;
 - .3 Decks;
 - .4 Shell expansion;
 - .5 Transverse bulkheads;
 - .6 Rudder and rudder stock; and
 - .7 Cargo hatch covers, where applicable.
 - .3 Bilge, ballast and cargo piping diagrams.

A set of as-built construction drawings and other plans showing any subsequent structural alterations shall be kept on board a ship constructed on or after 1 January 2007. An additional set of such drawings shall be kept ashore by the Company, as defined in regulation IX/1.2.

(SOLAS 1974, regulation II-1/3-7; MSC/Circ.1135 – As-built construction drawings to be maintained on board the ship and ashore)

- .50 Ship Structure Access Manual;**
A ship's means of access to carry out overall and close-up inspections and thickness measurements shall be described in a Ship structure access manual approved by the Administration, an updated copy of which shall be kept on board.
(SOLAS 1974, regulation II-1/3-6)
- .51 Coating Technical File (CTF);**
All dedicated seawater ballast tanks arranged in ships and double-side skin spaces arranged in bulk carriers of 150 m in length and upwards shall be coated during construction in accordance with the “Performance standard for protective coatings for dedicated seawater ballast tanks in all types of ships and double-side skin spaces of bulk

carriers”, adopted by the Maritime Safety Committee by resolution MSC.215(82), as may be amended by the Organization. Specification of the coating system applied to the dedicated seawater ballast tanks and double-side skin spaces, record of the shipyard’s and shipowner’s coating work, detailed criteria for coating selection, job specifications, inspection, maintenance and repair shall be documented in the Coating Technical File (CTF), and the Coating Technical File shall be reviewed by the Administration. The Coating Technical File shall be kept on board and maintained throughout the life of the ship.

(SOLAS 1974 regulation II-1/3-2; resolution MSC.215(82) – Performance Standard for Protective Coatings for Dedicated Seawater Ballast Tanks in all types of Ships and Double-Side Skin Spaces of Bulk Carriers, paragraph 3.4)

.52 Structure, Subdivision and Stability, Machinery and Electrical Installations: Alternative Arrangements;

The engineering analysis required in paragraph 3 shall be evaluated and approved by the Administration, taking into account the guidelines developed by the Organization. A copy of the documentation, as approved by the Administration, indicating that the alternative design and arrangements comply with this regulation, shall be carried on board the ship. (SOLAS 1974 regulation II-1/55)

Note: The regulation enters into force on 1 July 2010.

.53 Fire Protection, Fire Detection, Fire Extinction: Alternative Arrangements;

The engineering analysis required in paragraph 3 shall be evaluated and approved by the Administration, taking into account the guidelines developed by the Organization. A copy of the documentation, as approved by the Administration, indicating that the alternative design and arrangements comply with this regulation, shall be carried on board the ship. (SOLAS 1974 regulation II-2/17)

.54 Life-saving Appliances: Alternative Arrangements;

The engineering analysis required in paragraph 3 shall be evaluated and approved by the Administration, taking into account the guidelines developed by the Organization. A copy of the documentation, as approved by the Administration, indicating that the alternative design and arrangements comply with this regulation, shall be carried on board the ship. (SOLAS 1974 regulation III/38, paragraph 4)

Note: The regulation enters into force on 1 July 2010.

.55 Documents and publications specified in the ship’s Safety Management Manual (SMM);

The ISM Code states that “the Company should ensure that valid documents are available at all relevant locations” (paragraph 11.2.1) and that “each ship should carry on board all documentation relevant to that ship” (paragraph 11.3).

.56 Document of Compliance with the Special Requirements for Ships Carrying Dangerous Goods (for ships carrying dangerous goods in packaged form or in solid form in bulk) (also applicable to ships of less than 500 gross tons constructed on or after 1 Feb 92); and

The Administration shall provide the ship with an appropriate document as evidence of compliance of construction and equipment with the requirements of regulation II-2/19 of SOLAS 1974. Certification for dangerous goods, except solid dangerous goods in bulk, is not required for those cargoes specified as class 6.2 and 7 and dangerous goods in limited quantities.

(SOLAS 1974, regulation II-2/19.4 (or II-2/54.3))

- .57 Dangerous Goods Manifest or Stowage Plan** (for ships carrying dangerous goods in solid form in bulk or harmful substances in bulk);
Each ship carrying dangerous goods in solid form in bulk shall have a special list or manifest setting forth the dangerous goods on board and the location thereof, in accordance with SOLAS regulation VII/7-2.2. A detailed stowage plan, which identifies by class and sets out the location of all dangerous goods on board, may be used in place of such a special list or manifest. When dangerous goods in solid form in bulk are carried appropriate instructions on emergency response to incidents involving the cargoes shall be on board. Cargo ships of 500 gross tonnage and over constructed on or after 1 September 1984 and cargo ships of less than 500 gross tonnage constructed on or after 1 February 1992, subject to SOLAS regulation II-2/19.4 (or II-2/54.3), shall have a Document of compliance when carrying dangerous goods in solid form in bulk except class 6.2 and class 7.
(International Maritime Solid Bulk Cargoes (IMSBC) Code, section 4.8)
- Note: SOLAS (2008 amendments, regulation VII/7-5) making the IMSBC Code mandatory will enter into force on 1 January 2011.*
- .58 Cargo Information and appropriate Shipping Documents** including a Certificate or Declaration on the Carriage of Cargoes for ships carrying Dangerous Goods in Packaged Form or in Solid Form in Bulk or carrying Harmful Substances in Packaged Form;
The shipper shall provide the master or his representative with appropriate information on the cargo sufficiently in advance of loading to enable the precautions which may be necessary for proper stowage and safe carriage of the cargo to be put into effect. Such information shall be confirmed in writing and by appropriate shipping documents prior to loading the cargo on the ship. For the purpose of this regulation the cargo information required in sub-chapter 1.9 of the Code of Safe Practice for Cargo Stowage and Securing, adopted by the Organization by resolution A.714(17), as may be amended, shall be provided.
(SOLAS 1974, regulation VI/2)
- .59 Green Passport for ships;**
The Green Passport for ships is a document facilitating the application of these Guidelines providing information with regard to materials known to be potentially hazardous utilized in the construction of the ship, its equipment and systems. This should accompany the ship throughout its operating life. Successive owners of the ship should maintain the accuracy of the Green Passport and incorporate into it all relevant design and equipment changes, with the final owner delivering the document, with the ship, to the recycling facility.
(A.962(23) – IMO Guidelines on Ship Recycling, section 5)
- Shipowners may apply on a voluntary basis the IMO resolution A.962(23), where practicable. In May 2009, IMO adopts a legally binding new instrument – the Convention on Ship Recycling. Ships will be required to comply with its regulations when it enters into force, including the following certificates and documents:*
- 1) *Inventory of Hazardous Materials*
 - 2) *Ship Recycling Plan*
 - 3) *International Certificate on Inventory of Hazardous Materials*
 - 4) *International Ready for Recycling Certificate*
 - 5) *Statement of Completion of Ship Recycling*
- .60 Ballast Water Management Plan;**
Every ship that carries ballast water should be provided with a ballast water management plan to assist in the minimization of transfer of harmful aquatic organisms and pathogens. The intent of the plan should be to provide safe and effective procedures for ballast water management.
(A.868(20) – Guidelines for the control and management of ships' ballast water to

minimize the transfer of harmful aquatic organisms and pathogens, section 7; MSC/Circ.1145 – Precautionary Advice to Masters when undertaking Ballast Water Exchange Operations)
(see also “Approved Loading and Ballasting Information”)

Although resolution A.868(20) is not a mandatory guideline, a number of States have applied it as a port entry requirement. For example, ships are required to conduct ballast water exchange before they can enter their ports, using a Ballast Water Management Plan and submitting a Ballast Water Reporting Form to their authorities. Singapore flag ships intending to enter such ports should comply with their local requirements.

As of May 2009, the International Convention for the Control and Management of Ships’ Ballast Water and Sediments, 2004 (BWM Convention) has not yet entered into force. Ships will be required to comply with its regulations when it enters into force, including the following certificates and documents:

- 1) *Ballast Water Management Plan*
- 2) *International Ballast Water Management Certificate*
- 3) *Ballast Water Record Book*

1.3 PUBLICATIONS:

.1 Nautical charts and publications:

- .1 Adequate and up-to-date charts (for the intended voyage);
- .2 Chart Catalogue;
- .3 Sailing Directions;
- .4 List of Lights;
- .5 Notices to mariners;
- .6 Tide Tables;
- .7 Mariner’s Handbook;
- .8 Nautical Almanac;
- .9 Navigational Tables;
- .10 List of radio signals;
- .11 Tidal Stream Atlases; and
- .12 Ocean Passages of the World.

MPA currently allows for the above publications in electronic format, on a case-by-case basis. Shipowners may apply to MPA for approval for their ships to carry the digital publications (see Shipping Circular No. 29 of 2006 on digital equivalence).

.2 International Code of Signals;

All ships which, in accordance with the present Convention, are required to carry radio installations shall carry the International Code of Signals. This publication shall also be

carried by any other ship which, in the opinion of the Administration, has a need to use it. (SOLAS regulation V/21.1)

.3 IAMSAR Manual Volume III;

All ships shall carry an up-to-date copy of Volume III of the International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual. (SOLAS regulation V/21.2)

.4 Relevant Sections of the International Maritime Dangerous Goods Code when carrying dangerous goods in packaged form;

.5 The Merchant Shipping Act, Chapter 179, and its subsidiary legislation (SL), as amended;

The equivalent conventions, as amended, (Load Lines, COLREG, SOLAS and Tonnage) of SL Regulations 5 (Load Line), 10 (Prevention of Collisions at Sea), 11 (Safety Convention) and 12 (Tonnage), respectively, may be carried on board in place of those regulations. See also section 1.5 below.

.6 Prevention of Pollution of the Sea Act, Chapter 243 and its subsidiary legislation (SL), as amended;

The annexes of MARPOL 73/78, as amended, equivalent to the SL regulations of the Act may be carried on board in place of those regulations. See also section 1.5 below.

.7 .1 International Management Code for the Safe Operation of Ships and for Pollution Prevention (ISM Code);

.2 International Life-saving Appliance Code (LSA Code);

.3 International Code for Fire Safety Systems (FSS Code); and

.4 International Ship and Port Facility Security Code (ISPS Code).

The above codes are mandatory under SOLAS 74. They contain technical details not found in the text of the convention. As such, copies of these codes shall be carried on board for reference.

See also section 1.5 below.

1.4 PUBLICATIONS REQUIRED BY THE RADIO REGULATIONS OF THE INTERNATIONAL TELECOMMUNICATION CONVENTION

.1 Ship stations for which a Morse radiotelegraph installation is required by international agreement —

These stations shall be provided with:

.1 a log in which the following are recorded as they occur, together with the time of the occurrence, OR other arrangements for recording all information which the log should contain:

.1 all communications relating to distress traffic in full;

.2 urgency and safety communications;

.3 observance of watch on the international distress frequency during silence periods;

- .4 communications exchanged between the ship station and land or mobile stations;
 - .5 service incidents of all kinds;
 - .6 if the ship's rules permit, the position of the ship at least once a day;
 - .7 the opening and closing of each period of service;
 - .2 the Alphabetical List of Call Signs of Stations used in the Maritime Mobile Service;
 - .3 the List of Coast Stations;
 - .4 the List of Ship Stations (the carriage of the supplement is optional);
 - .5 the List of Radiodetermination and Special Service Stations;
 - .6 the Manual for Use by the Maritime Mobile and Maritime Mobile-Satellite Services;
 - .7 telegraph tariffs of the countries for which the station most frequently accepts radiotelegrams.
- .2 Other ship stations with Morse radiotelegraph facilities —
- .1 These stations shall be provided with the documents mentioned in items .1 to .4, .6 and .7 of paragraph 1.4.1 above.
- .3 Ship stations for which a radiotelephone installation is required by international agreement —

These stations shall be provided with:

- .1 a log in which the following are recorded as they occur, together with the time of the occurrence, OR other arrangements for recording all information which the log should contain:
 - .1 a summary of all communications relating to distress, urgency and safety traffic;
 - .2 a reference to important service incidents;
 - .3 if the ship's rules permit, the position of the ship at least once a day;
- .2 a list of coast stations with which communications are likely to be conducted, showing watchkeeping hours, frequencies and charges;
- .3 the provisions of the Radio Regulations and of the ITU-T Resolutions and Recommendations applicable to the maritime mobile radiotelephone service, or the Manual for Use by the Maritime Mobile and Maritime Mobile-Satellite Services.

- .4 Stations on board ships for which a GMDSS installation is required by international agreement —

These stations shall be provided with:

- .1 a log in which the following are recorded as they occur, together with the time of their occurrence, OR other arrangements for recording all information which the log should contain:
 - .1 a summary of communications relating to distress, urgency and safety traffic;
 - .2 a reference to important service incidents;
 - .3 if the ship's rules permit, the position of the ship at least once a day;
- .2 the Alphabetical List of Call Signs and/or Numerical Table of Identities of Stations Used by the Maritime Mobile Service and Maritime Mobile-Satellite Service (Coast, Coast Earth, Ship, Ship Earth, Radiodetermination and Special Service Stations), Ship and Ship Earth Stations, Maritime Mobile Service Identities and Selective Call Numbers or Signals, and Coast to Coast Earth Stations, Maritime Mobile Service Identities and Identification Numbers or Signals (List VIIA);
- .3 a list of coast stations and coast earth stations with which communications are likely to be established, showing watch-keeping hours, frequencies and charges; and a list of coast stations and coast earth stations providing navigational and meteorological warnings and other urgent information for ships;
- .4 the List of Ship Stations (the carriage of the supplement is optional);
- .5 the Manual for Use by the Maritime Mobile and Maritime Mobile-Satellite Services.

1.5 PUBLICATIONS RECOMMENDED FOR CARRIAGE ON BOARD

- .1 SOLAS Convention;
- .2 MARPOL Convention;
- .3 Load Lines Convention;
- .4 COLREG Convention;
- .5 STCW Convention and Code;
- .6 Tonnage Measurement Convention;
- .7 IMO Standard Marine Communication Phrases (SMCP); and

.8 Guide to Helicopter/Ship operations (ICF)

These publications are optional, unless such publications are required by the ship's SMS manual or are carried in lieu of the equivalent SL regulations of the Merchant Shipping Act or Prevention of Pollution of the Sea Act. All publications on board ships, regardless of format, should be the latest editions or duly corrected up to date.

MPA allows the carriage of the above documents in electronic format.

.9 Electronic Chart Display and Information Systems (ECDIS)

All ships irrespective of size shall have:

...nautical charts and nautical publications to plan and display the ship's route for the intended voyage and to plot and monitor positions throughout the voyage; an electronic chart display and information system (ECDIS) may be accepted as meeting the chart carriage requirements of this subparagraph;

...back-up arrangements to meet the functional requirements of subparagraph.4, if this function is partly or fully fulfilled.

(SOLAS 1974, regulation V/19.2.1)

Ships engaged on international voyages shall be fitted with an Electronic Chart Display and Information System (ECDIS) [from 2012 onwards]

(SOLAS 1974 (2009 amendments), regulation V/19.2.10)

Currently, MPA allows for the equivalence of digital charts (see Shipping circular No. 29 of 2006 on Digital charts and publications). The below international organizations have developed technical standards and specifications, as listed below, for use in conjunction with MSC.232(82) – Revised Performance Standards for Electronic Chart Display and Information Systems (ECDIS). It is recommended the latest edition of these documents be obtained from the organizations concerned.

IMO Publications

- 1) IMO resolution MSC.191(79) on Performance Standards for the presentation of navigation related information on shipborne navigational displays*
- 2) IMO resolution A.694(17) on Recommendations on general requirements for shipborne radio equipment forming part of the Global Maritime Distress and Safety System (GMDSS) and for electronic navigational aids*
- 3) SN.Circ/207 (1999) on Differences between RCDS and ECDIS*
- 4) IMO SN/Circ.243 (2004) on Guidelines for the Presentation of Navigation-related Symbols, Terms and Abbreviations*
- 5) IMO MSC/Circ.982 (2000) on Guidelines on ergonomic criteria for bridge equipment and layout*
- 6) MSC.232(82) – Revised Performance Standards for Electronic Chart Display and Information Systems (ECDIS)*

IHO Publications

- 1) Special Publication No. S-52, Specifications for Chart Content and Display Aspects of ECDIS*
- 2) Special Publication No. S-52 appendix 1, Guidance on Updating the Electronic Navigational Chart*
- 3) Special Publication No. S-52 appendix 2, Colour and Symbol Specifications for ECDIS*
- 4) Special Publication No. S-32, Hydrographic Dictionary Special Publication No. S-57,*
- 5) IHO Transfer Standard for Digital Hydrographic Data*
- 6) Special Publication No. S-61, IHO Product specification for Raster Navigational Charts (RNC)*
- 7) Special Publication No. S-63, IHO Data Protection Scheme*
- 8) Miscellaneous Publication No. M-3, Resolutions of the IHO*

IEC Publications

- 1) IEC Publication 61174, *Electronic Chart Display and Information Systems (ECDIS) - Operational and Performance Requirements, Method of Testing and Required Test Results.*
- 2) IEC Publication 60945, *General Requirements for Shipborne Radio Equipment Forming Part of the Global Maritime Distress and Safety System and Marine Navigational Equipment.*
- 3) IEC Publication 61162, *Digital Interfaces – Navigation and Radiocommunication Equipment On board Ship.*
- 4) [IEC Publication 62288, *Maritime Navigation and Radiocommunication Equipment and Systems – Presentation of navigation related information – General requirements, methods of test and required test results.*]

SECTION 2: FOR PASSENGER SHIPS

(In addition to the Certificates, Documents and Publications in Section 1)

2.1 CERTIFICATES:

- .1 **Passenger Ship Safety Certificate**¹ (supplemented by its Record of Equipment);
*A certificate called a Passenger Ship Safety Certificate shall be issued after inspection and survey of a passenger ship which complies with the requirements of chapters II-1, II-2, III and IV and any other relevant requirements of SOLAS 1974. A Record of Equipment for the Passenger Ship Safety Certificate (Form P) shall be permanently attached.
(SOLAS 1974, regulation I/12, as amended by the GMDSS amendments; 1988 SOLAS Protocol, regulation I/12, (2000 amendments), appendix)*
- .2 **Exemption Certificate**² or **letter of Dispensation** (when an exemption dispensation has been granted under the provisions of SOLAS 74 as amended);
*When an exemption is granted to a ship under and in accordance with the provisions of SOLAS 1974, a certificate called an Exemption Certificate shall be issued in addition to the certificates listed above.
(SOLAS 1974, regulation I/12; 1988 SOLAS Protocol, regulation I/12)*
- .3 **Special Trade Passenger Ship Safety Certificate, Special Trade Passenger Ship Space Certificate**, where applicable; and
*A Special Trade Passenger Ship Safety Certificate shall be issued under the provisions of the Special Trade Passenger Ships Agreement, 1971.
A certificate called a Special Trade Passenger Ship Space Certificate shall be issued under the provisions of the Protocol on Space Requirements for Special Trade Passenger Ships, 1973.
(STP 71, rule 5; SSTP 73, rule 5)*
- .4 **Protection and Indemnity (Insurance) Certificate.**

2.2 DOCUMENTS:

- .1 **Search and Rescue Co-operation Plan;**
Passenger ships to which chapter I of the Convention applies, trading on fixed routes, shall have on board a plan for co-operation with appropriate search and rescue services

¹ The form of the Certificate and its Record of Equipment may be found in the 1988 GMDSS amendments to SOLAS 1974.

² SLS.14/Circ.115 and Add. 1 refers to the issue of exemption certificates.

in event of an emergency.
(SOLAS 1974 (2000 amendments), regulation V/7.3)

- .2 **List of Operational Limitations;**
Passenger ships to which chapter I of the Convention applies shall keep on board a list of all limitations on the operation of the ship, including exemptions from any of the SOLAS regulations, restrictions in operating areas, weather restrictions, sea state restrictions, restrictions in permissible loads, trim, speed and any other limitations, whether imposed by the MPA or established during the design or the building stages.
(SOLAS 1974, (2000 amendments), regulation V/30)
- .3 **Decision Support System for Masters;**
In all passenger ships, a decision support system for emergency management shall be provided on the navigation bridge.
(SOLAS 1974, regulation III/29)
- .4 **List of Passengers;**
(IMO FAL Form 6)
(SOLAS 1974, regulation XI-2/9.2.1.6 and paragraph B/4.39.6 of the ISPS Code)
- .5 **Operating procedures for closing and securing doors (ro-ro passenger ships);**
Documented operating procedures for closing and securing all shell doors, loading doors and other closing appliances which, if left open or not properly secured, could, in the opinion of the Administration, lead to flooding of a special category space or ro-ro space, shall be kept on board and posted at an appropriate place.
(SOLAS 1974, regulation II-1/23)

SECTION 3: FOR CARGO SHIPS

(In addition to the Certificates, Documents and Publications in Section 1)

3.1 CERTIFICATES:

- .1 **Cargo Ship Safety Construction Certificate**³ (for ships of 500 GT and above);
A certificate called a Cargo Ship Safety Construction Certificate shall be issued after survey to a cargo ship of 500 gross tonnage and over which satisfies the requirements for cargo ships on survey, set out in regulation I/10 of SOLAS 1974, and complies with the applicable requirements of chapters II-1 and II-2, other than those relating to fire-extinguishing appliances and fire control plans.
(SOLAS 1974, regulation I/12, as amended by the 1988 GMDSS amendments; 1988 SOLAS Protocol, regulation I/12)
- .2 **Cargo Ship Safety Equipment Certificate**⁴ (for ships of 500 GT and above and the certificate to be supplemented by its Record of Equipment);
A certificate called a Cargo Ship Safety Equipment Certificate shall be issued after survey to a cargo ship of 500 gross tonnage and over which complies with the relevant requirements of chapters II-1 and II-2 and III and any other relevant requirements of SOLAS 1974. A Record of Equipment for the Cargo Ship Safety Equipment Certificate (Form E) shall be permanently attached to the Certificate.
(SOLAS 1974, regulation I/12, as amended by 1988 GMDSS amendments; 1988 SOLAS Protocol, regulation I/12 (2000 amendments), appendix)

³ The form of the Certificate may be found in the 1988 GMDSS amendments to SOLAS 1974.

⁴ The form of the Certificate and its Record of Equipment may be found in the 1988 GMDSS amendments to SOLAS 1974.

- .3 **Cargo Ship Safety Radio Certificate**⁵ (for ships of 300 GT and above and the certificate to be supplemented by its Record of Equipment); and
A certificate called a Cargo Ship Safety Radio Certificate shall be issued after survey to cargo ship of 300 gross tonnage and over, fitted with a radio installation, including those used in life-saving appliances which complies with the requirements of chapters III and IV and any other relevant requirements of SOLAS 1974. A Record of Equipment for the Cargo Ship Safety Radio Certificate (Form R) shall be permanently attached to the Certificate. (SOLAS 1974, regulation I/12, as amended by the 1988 GMDSS amendments; 1988 SOLAS Protocol, regulation I/12)

NOTE

[**Cargo Ship Safety Certificate**, as an alternative to .1 to .3 above

A certificate called a Cargo Ship Safety Certificate may be issued after survey to a cargo ship which complies with the relevant requirements of chapters II-1, II-2, III, IV and V and other relevant requirements of SOLAS 1974 as modified by the 1988 SOLAS Protocol, as an alternative to the above cargo ship safety certificates.

(1988 SOLAS Protocol, regulation I/12 (2000 amendments), appendix)]

Although the SOLAS 1988 Protocol has provision for a single safety certificate, MPA does not issue such a certificate.

- .4 **Exemption Certificate**⁶ or Letter of Dispensation (when an exemption or dispensation has been granted under the provisions of SOLAS 74 as amended).
When an exemption is granted to a ship under and in accordance with the provisions of SOLAS 1974, a certificate called an Exemption Certificate shall be issued in addition to the certificates listed above. (SOLAS 1974 regulation I/12; 1988 SOLAS Protocol, regulation I/12)

3.2 DOCUMENTS:

- .1 **Bulk Carrier Booklet;**
To enable the master to prevent excessive stress in the ship's structure, the ship loading and unloading of solid bulk cargoes shall be provided with a booklet referred to in SOLAS regulation VI/7.2. As an alternative to a separate booklet, the required information may be contained in the intact stability booklet (see 3.2.1 above). (SOLAS 1974 regulations VI/7 and XII/8; the Code of Practice for the Safe Loading and Unloading of Bulk Carriers (BLU Code))
- .2 **Document of Authorization for the Carriage of Grain and Grain Loading Stability Booklet** (for ships carrying grain);
A document of authorization shall be issued for every ship loaded in accordance with the regulations of the International Code for the Safe Carriage of Grain in Bulk either by the MPA or an organization recognized by it or by a Contracting Government on behalf of the MPA. The document shall accompany or be incorporated into the grain loading manual provided to enable the master to meet the stability requirements of the Code. (SOLAS 1974, regulation VI/9; International Code for the Safe Carriage of Grain in Bulk, section 3)
- .3 **Enhanced survey report file** (for bulk carriers);
(1) Resolution A.744(18), as amended up to resolution MSC.197(80) – Annex A: Guidelines on the Enhanced Programme of Inspections during Surveys of Bulk Carriers
The owner should obtain, supply and maintain on board the ship documentation as specified in 6.2 (Survey report file) and 6.3 (supporting documents), which should be

⁵ The form of the Certificate and its Record of Equipment may be found in the 1988 GMDSS amendments to SOLAS 1974.

⁶ SLS.14/Circ.115 and Add. 1 refers to the issue of exemption certificates.

readily available for the surveyor. The condition evaluation report referred to in 6.2 should include a translation into English. The documentation should be kept on board for the lifetime of the ship.

The following additional documentation should be available on board:

.1 main structural plans of holds and ballast tanks

.2 previous repair history

.3 cargo and ballast history

.4 inspections by ship's personnel with reference to:

- structural deterioration in general;

- leakages in bulkheads and piping;

- condition of coating or corrosion-prevention system, if any.

and any other information that would help to identify critical structural areas and/or suspect areas requiring inspection.

(Resolution A.744(18), as amended up to resolution MSC.197(80))

(2) Resolution A.744(18), as amended up to resolution MSC.261(84) – Annex A, part B: Guidelines on the Enhanced Programme of Inspections during Surveys of Bulk Carriers having Double-side Skin Construction

As in (1) above.

Note: The guidelines (2) will enter into force on 1 January 2010.

.4 Cargo Information;

The shipper shall provide the master or his representative with appropriate information, confirmed in writing, on the cargo, in advance of loading.

Prior to loading bulk cargo on bulk carriers of 150 m in length and upwards, the shipper shall declare the density of the cargo, in addition to providing the cargo information required by regulation VI/2.

(SOLAS 1974, regulations VI/2 and XII/10; MSC/Circ.663)

3.3 PUBLICATIONS

.1 International Grain Code (for ships carrying grain);

A cargo ship carrying grain shall comply with the requirements of the International Grain Code, and hold a document of authorization as required by that Code. For the purpose of this regulation, the requirements of the Code shall be treated as mandatory.

(SOLAS regulation VI/9.1)

.2 Code of Safe Practice for Cargo Stowage and Securing;

.3 Code of Safe Practice for Ships Carrying Timber Deck Cargo;

.4 Code of Safe Practice for Solid Bulk Cargoes (BC Code);

For the purposes of Chapter VI Part A and B, the Code of Safe Practice for Cargo Stowage and Securing, the Code of Safe Practice for Ships Carrying Timber Deck Cargo and the Code of Safe Practice for Solid Bulk Cargoes adopted by the Organization shall be complied with wherever applicable.

(Merchant Shipping (Safety Convention) Regulations, regulation VI/1(b))

Note: The International Maritime Solid Bulk Cargoes (IMSBC) Code supersedes the Code of Safe Practice for Solid Bulk Cargoes (BC Code) on 1 January 2011, as a mandatory instrument under SOLAS 1974 (2008 amendments) adopted by resolution MSC.269(85). Till 1 January 2011, the BC Code shall be complied with wherever applicable under the Merchant Shipping (Safety Convention) Regulations.

- .5 **Code of Practice for the Safe Loading and Unloading of Bulk Cargoes (BLU Code)** (for ships carrying bulk cargoes);
- .6 **International Code for the Safe Carriage of Packaged Irradiated Nuclear Fuel, Plutonium and High-Level Radioactive Wastes on Board Ships (INF Code)** (for ships carrying INF cargoes);
- .7 **International Maritime Dangerous Goods (IMDG) Code (IMDG Code)** (for ships carrying dangerous goods); and
- .8 **Medical First Aid Guide (MFAG)** (for ships carrying dangerous cargoes).

SECTION 4: FOR OIL TANKERS

(In addition to the Certificates, Documents and Publications in Sections 1 and 3.1)

4.1 CERTIFICATES:

- .1 **Certificate of insurance or other financial security in respect of civil liability for oil pollution damage.**
A certificate attesting that insurance or other financial security is in force in accordance with the provisions of the International Convention on Civil Liability for Oil Pollution Damage, 1992 (CLC 92), shall be issued to each ship carrying more than 2,000 metric tonnes of oil in bulk as cargo after the appropriate authority of a Contracting State has determined that the requirements of article VII, paragraph 1, of the Convention have been complied with. With respect to a ship registered in a Contracting State, such certificate shall be issued by the appropriate authority of the State of the ship's registry; with respect to a ship not registered in a Contracting State, it may be issued or certified by the appropriate authority of any Contracting State.
(CLC 1992, article VII)

4.2 DOCUMENTS:

- .1 **Oil Record Book, Part II** (cargo/ballast operations) (for oil tankers of 150 GT and above);
Every oil tanker of 150 gross tonnage and above shall be provided with an Oil Record Book, Part II (Cargo/ballast operations).
(MARPOL 73/78, Annex I, regulation 36)
- .2 **Subdivision and stability information;**
Every oil tanker delivered after 31 December 1979, as defined in regulation 1.28.2, of 150 gross tonnage and above, shall comply with the subdivision and damage stability criteria as specified in paragraph 3 of this regulation, after the assumed side or bottom damage as specified in paragraph 2 of this regulation, for any operating draught reflecting actual partial or full load conditions consistent with trim and strength of the ship as well as relative densities of the cargo.
(MARPOL 73/78, Annex I, regulation 28)
- .3 **Oil Discharge Monitoring and Control (ODMC) Operational Manual;**
Instructions as to the operation of the Oil discharge monitoring and control system shall be in accordance with an operational manual approved by the Administration. They shall cover manual as well as automatic operations and shall be intended to ensure that at no

time shall oil be discharged except in compliance with the conditions specified in regulation 34 of this Annex.

(MARPOL 73/78, Annex I, regulation 31.4)

.4 Record of oil discharge monitoring and control system for the last ballast voyage;

In considering the design of the oil content meter to be incorporated in the system, the Administration shall have regard to the specification recommended by the Organization. The system shall be fitted with a recording device to provide a continuous record of the discharge in litres per nautical mile and total quantity discharged, or the oil content and rate of discharge. This record shall be identifiable as to time and date and shall be kept for at least three years.

(MARPOL 73/78, Annex I, regulation 31.2)

.5 Dedicated Clean Ballast Tank Operation Manual;

Every product carrier operating with dedicated clean ballast tanks shall be provided with a Dedicated Clean Ballast Tank Operation Manual detailing the system and specifying operational procedures. Such a Manual shall be to the satisfaction of the Administration and shall contain all the information set out in the Specifications referred to in subparagraph 8.2 of this regulation. If an alteration affecting the dedicated clean ballast tank system is made, the Operation Manual shall be revised accordingly.

(MARPOL 73/78, Annex I, regulation 18.8)

.6 Crude Oil Washing Operations and Equipment Manual (COW Manual);

Every oil tanker operating with crude oil washing systems shall be provided with an Operations and Equipment Manual detailing the system and equipment and specifying operational procedures. Such a Manual shall be to the satisfaction of the Administration and shall contain all the information set out in the specifications referred to in paragraph 2 of regulation 33 of this Annex. If an alteration affecting the crude oil washing system is made, the Operations and Equipment Manual shall be revised accordingly.

(MARPOL 73/78, Annex I, regulation 35.1)

.7 Condition Assessment Scheme (CAS) Statement of Compliance, CAS Final Report and Review Record;

A Category 2 or 3 oil tanker of 15 years and over after the date of its delivery shall comply with the Condition Assessment Scheme adopted by the Marine Environment Protection Committee by resolution MEPC.94(46), as amended, provided that such amendments shall be adopted, brought into force and take effect in accordance with the provisions of article 16 of the present Convention relating to amendment procedures applicable to an appendix to an Annex.

A Statement of Compliance shall be issued by the Administration to every oil tanker which has been surveyed in accordance with the requirements of the Condition Assessment Scheme (CAS) (resolution MEPC.94(46), as amended) and found to be in compliance with these requirements. In addition, a copy of the CAS Final Report which was reviewed by the Administration for the issue of the Statement of Compliance and a copy of the relevant Review Record shall be placed on board to accompany the Statement of Compliance.

(MARPOL 73/78, Annex I, regulation 20; resolution MEPC.94(46))

.8 Enhanced survey report file (for oil tankers);

1. A.744(18), as amended up to MSC.197(80) – Part A: Guidelines on the Enhanced Programme of Inspections during Surveys of Double Hull Oil Tankers
2. A.744(18), as amended up to MSC.197(80) – Part B: Guidelines on the Enhanced Programme of Inspections during Surveys of Oil Tankers other than Double Hull Oil Tankers

Oil tankers shall have a survey report file and supporting documents complying with paragraphs 6.2 (Survey report file) and 6.3 (Supporting documents) of Annex B of

Resolution A.744(18), as amended – Guidelines on the enhanced programme of inspections during surveys of bulk carriers and oil tankers.

The following additional documentation should be available on board:

- .1 main structural plans of cargo and ballast tanks*
- .2 history*
- .3 cargo and ballast history*
- .4 extent of use of inert gas plant and tank cleaning procedures*
- .5 inspections by ship's personnel with reference to:*
 - structural deterioration in general;*
 - leakages in bulkheads and piping;*
 - condition of coating or corrosion-prevention system, if any.*

(A.744(18), as amended up to MSC.197(80))

.9 Instruction Manuals for Inert Gas System with plans and data of the installation (20,000 dwt and above); and

Detailed instruction manuals shall be provided on board, covering the operations, safety and maintenance requirements and occupational health hazards relevant to the inert gas system and its application to the cargo tank system. The manuals shall include guidance on procedures to be followed in the event of a fault or failure of the inert gas system.

(SOLAS 1974, regulation II-2/14.4; FSS Code, chapter 15)

SECTION 5: FOR SHIPS CARRYING NOXIOUS LIQUID CHEMICAL SUBSTANCES IN BULK

(In addition to the Certificates, Documents and Publications in 1 and 3.1)

5.1 CERTIFICATES:

- .1 International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk** (this certificate is not required for chemical tankers issued with the Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk or the International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk).

An International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk shall be issued, after an initial or renewal survey in accordance with the provisions of regulation 8 of this Annex, to any ship intended to carry Noxious Liquid Substances in bulk and which is engaged in voyages to ports or terminals under the jurisdiction of other Parties to the Convention.

Notwithstanding the provisions of regulations 8, 9, and 10 of this Annex, chemical tankers which have been surveyed and certified by States Parties to the present Convention in accordance with the provisions of the International Bulk Chemical Code or the Bulk Chemical Code, as applicable, shall be deemed to have complied with the provisions of the said regulations, and the certificate issued under that Code shall have the same force and receive the same recognition as the certificate issued under regulation 9 of this Annex.

(MARPOL 73/78, Annex II, regulations 9 and 7)

5.2 DOCUMENTS:

- .1 Cargo Record Book;**

Every ship to which this Annex applies shall be provided with a Cargo Record Book, whether as part of the ship's official logbook or otherwise, in the form specified in

*appendix 2 to this Annex.
(MARPOL 73/78, Annex II, regulation 15)*

.2 Procedures and Arrangements Manual (P & A Manual);

Every ship certified to carry substances of Category X, Y or Z shall have on board a Manual approved by the Administration. The Manual shall have a standard format in compliance with appendix 4 to this Annex. The main purpose of the Manual is to identify for the ship's officers the physical arrangements and all the operational procedures with respect to cargo handling, tank cleaning, slops handling and cargo tank ballasting and deballasting which must be followed in order to comply with the requirements of this Annex.

(MARPOL 73/78, Annex II, regulation 14)

.3 Shipboard Marine Pollution Emergency Plan for Noxious Liquid Substances; and

Every ship of 150 gross tonnage and above certified to carry Noxious Liquid Substances in bulk shall carry on board a shipboard marine pollution emergency plan for Noxious Liquid Substances approved by the Administration.

(MARPOL 73/78, Annex II, regulation 17)

.4 Pollution Incident Emergency Plan for Hazardous and Noxious Substances (HNS).

The owner, agent or Master of (a) any hazardous and noxious substances tankers of over 150 GT; (b) any ship in Singapore waters carrying hazardous and noxious substances; and (c) any Singapore ship carrying hazardous and noxious substances, whether in Singapore waters or elsewhere, shall ensure that there is carried on board a pollution incident emergency plan.

(Prevention of Pollution of the Sea (Hazardous and Noxious Substances Pollution Preparedness, Response and Co-operation) Regulations 2004, regulation 8)

SECTION 6: FOR CHEMICAL TANKERS

(In addition to the Certificates, Documents and Publications in Sections 1 and 3.1)

6.1 CERTIFICATES:

.1 Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk (for ships which comply with the Bulk Chemical Code); or

A certificate called a Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk, the model form of which is set out in the appendix to the Bulk Chemical Code, should be issued after an initial or periodical survey to a chemical tanker engaged in international voyages which complies with the relevant requirements of the Code.

(BCH Code, section 1.6; BCH Code as modified by resolution MSC.18(58) section 1.6)

Note: The Code is mandatory under Annex II of MARPOL 73/78 for chemical tankers constructed before 1 July 1986.

.2 International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk (for ships which comply with the International Bulk Chemical Code).

A certificate called an International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk, the model form of which is set out in the appendix to the International Bulk Chemical Code, should be issued after an initial or periodical survey to a chemical tanker engaged in international voyages which complies with the relevant requirements of

the Code.

(IBC Code, section 1.5; IBC Code as modified by resolutions MSC.16(58) and MEPC.40(29), section 1.5)

Note: The Code is mandatory under both chapter VII of SOLAS 1974 and Annex II of MARPOL 73/78 for chemical tankers constructed on or after 1 July 1986.

6.2 DOCUMENTS:

- .1 **Cargo Record Book** (same as in 5.2.1);
Every ship to which this Annex applies shall be provided with a Cargo Record Book, whether as part of the ship's official logbook or otherwise, in the form specified in appendix 2 to this Annex.
(MARPOL 73/78, Annex II, regulation 15)
- .2 **Approved Procedures and Arrangements Manual;**
Every ship certified to carry substances of Category X, Y or Z shall have on board a Manual approved by the Administration. The Manual shall have a standard format in compliance with appendix 4 to this Annex. The main purpose of the Manual is to identify for the ship's officers the physical arrangements and all the operational procedures with respect to cargo handling, tank cleaning, slops handling and cargo tank ballasting and deballasting which must be followed in order to comply with the requirements of this Annex.
(MARPOL 73/78, Annex II, regulation 14)
- .3 **Loading and Stability information booklet;**
The master of the ship shall be supplied with a loading and stability information booklet. This booklet shall contain details of typical service and ballast conditions, provisions for evaluating other conditions of loading and a summary of the ship's survival capabilities. In addition, the booklet shall contain sufficient information to enable the master to load and operate the ship in a safe and seaworthy manner.
(IBC Code, chapter 2)
- .4 **Information on Conditions of loading in Connection with Damage Assumptions** (for chemical tankers complying with the Bulk Chemical Code);
Damage survival capability shall be investigated on the basis of loading information submitted to the Administration for all anticipated conditions of loading and variations in draught and trim. Ballast conditions where the chemical tanker is not carrying products covered by the Code, or is carrying only residues of such products, need not be considered.
(IBC Code, chapter 2)
- .5 **Cargo Information; Cargo Stowage Plan;**
Any cargo offered for bulk shipment shall be indicated in the shipping documents by the product name, under which it is listed in chapter 17 or 18 of the Code or the latest edition of MEPC.2/Circ. or under which it has been provisionally assessed. Where the cargo is a mixture, an analysis indicating the dangerous components contributing significantly to the total hazard of the product shall be provided, or a complete analysis if this is available. Such an analysis shall be certified by the manufacturer or by an independent expert acceptable to the Administration. Information shall be on board, and available to all concerned, giving the necessary data for the safe carriage of the cargo in bulk. Such information shall include a cargo stowage plan, to be kept in an accessible place, indicating all cargo on board, including each dangerous chemical carried.
(IBC Code, chapter 16)

- .6 **Compatibility Information;**
The shipper of the cargo is responsible for providing compatibility information to the ship operator and/or master. This must be done in a timely manner before transportation of the product. The cargo shall be compatible with all materials of construction. (IBC Code, chapter 6)
- .7 **Manual covering Procedures for Cargo Transfer, Tank Cleaning, Gas Freeing, Ballasting, etc.;**
- .8 **Document certifying that the Oil Discharge Monitor is suitable for oil-like substances as may be listed in the IOPP Certificates; and**
- .9 **Instruction Manual for Inert Gas System, as applicable.**

6.3 PUBLICATIONS:

- .1 **Bulk Chemical Code** (for chemical tankers constructed before 1 Jul 86); and
- .2 **International Bulk Chemical Code** (for chemical tankers constructed on or after 1 Jul 86).
A copy of this Code, or national regulations incorporating the provisions of this Code, should be on board every ship covered by this Code. (IBC Code, Section 16.2)

SECTION 7: FOR GAS CARRIERS

(In addition to the Certificates, Documents and Publications in Sections 1 and 3.1)

7.1 CERTIFICATES:

- .1 **Certificate of Fitness for the Carriage of Liquefied Gases in Bulk** (for ships which comply with the Gas Carrier Code); or
A certificate called a Certificate of Fitness for the Carriage of Liquefied Gases in Bulk, the model form of which is set out in the appendix to the Gas Carrier Code, should be issued after an initial or periodical survey to a gas carrier which complies with the relevant requirements of the Code. (GC Code, section 1.6)
- .2 **International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk** (for ships which comply with the International Gas Carrier Code).
A certificate called an International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk, the model form of which is set out in the appendix to the International Gas Carrier Code, should be issued after an initial or periodical survey to a gas carrier which complies with the relevant requirements of the Code. (IGC Code, section 1.5; IGC Code as modified by resolution MSC.17(58), section 1.5)

Note: The Code is mandatory under chapter VII of SOLAS 1974 for gas carriers constructed on or after 1 July 1986.

7.2 DOCUMENTS:

.1 **Information on Cargo system valving and Overflow control;**

Information about the closing time of the valves and their operating characteristics should be available on board and the valve closure time should be verifiable and reproducible. Except as provided in 13.3.2, each cargo tank should be fitted with a high liquid level alarm operating independently of other liquid level indicators and giving an audible and visual warning when activated. Another sensor operating independently of the high liquid level alarm should automatically actuate a shutoff valve in a manner which will both avoid excessive liquid pressure in the loading line and prevent the tank from becoming liquid full. The emergency shutdown valve referred to in 5.6.1 and 5.6.3 may be used for this purpose. If another valve is used for this purpose, the same information as referred to in 5.6.4 should be available on board. During loading, whenever the use of these valves may possibly create a potential excess pressure surge in the loading system, the port State authority may agree to alternative arrangements such as limiting the loading rate, etc. (IGC Code, chapters 5 and 13)

.2 **Information on Loading limits;**

The maximum allowable loading limits for each cargo tank should be indicated for each product which may be carried, for each loading temperature which may be applied and for the applicable maximum reference temperature, on a list to be approved by the Administration. Pressures at which the pressure relief valves, including those valves required by 8.3, have been set should also be stated on the list. A copy of the list should be permanently kept on board by the master. (IGC Code, chapter 15)

.3 **Information on Compatibility;**

The master should ascertain that the quantity and characteristics of each product to be loaded are within the limits indicated in the International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk provided for in 1.5 and in the Loading and Stability Information booklet provided for in 2.2.5 and that products are listed in the International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk as required under section 3 of the Certificate. (IGC Code, chapter 18)

.4 **Loading and Stability Information booklet;**

The master of the ship should be supplied with a Loading and Stability Information booklet. This booklet should contain details of typical service conditions, loading, unloading and ballasting operations, provisions for evaluating other conditions of loading and a summary of the ship's survival capabilities. In addition, the booklet should contain sufficient information to enable the master to load and operate the ship in a safe and seaworthy manner. (IGC Code, chapter 2)

.5 **Cargo information;**

Information should be on board and available to all concerned, giving the necessary data for the safe carriage of cargo. (IGC Code, chapter 18)

7.3 PUBLICATIONS:

.1 **International Gas Carrier Code (IGC Code)** (for gas carriers constructed on or after 1 Jul 86);

A copy of this Code or national regulations incorporating the provisions of this Code should be on board every ship covered by this Code. (IGC Code, section 18.1.3)

- .2 **Gas Carrier Code (GC Code)** (for gas carriers constructed before 1 Jul 86); and
- .3 **Code for Existing Ships Carrying Liquefied Gases in Bulk** (for gas carriers constructed before 31 Oct 76).

SECTION 8: FOR MISCELLANEOUS CRAFT

8.1 CERTIFICATES AND DOCUMENTS

- .1 **Dynamically Supported Craft Construction and Equipment Certificate** (for ships complying with the Code of Safety for Dynamically Supported Craft);⁷
To be issued after survey carried out in accordance with paragraph 1.5.1 (a) of the Code of Safety for Dynamically Supported Craft.
(A.373(X), section 1.6)
- .2 **High Speed Craft Safety Certificate**, supplemented by its Record of Equipment;
A certificate called a High Speed Craft Safety Certificate be issued after completion of an initial or renewal survey to a craft which complies with the requirements of the 1994 HSC Code or the 2000 HSC Code, as appropriate.
(SOLAS 1974, regulation X/3; 1994 HSC Code section 1.8; 2000 HSC Code, section 1.8)
- .3 **Dynamically Supported Craft Permit to Operate** (for ships complying with the Code of Safety for Dynamically Supported Craft);
Dynamically Supported Craft Permit to Operate to be issued if the MPA is satisfied that all requirements of the DSC Code have been met.
(A.373(X), section 1.6)
- .4 **Permit to Operate High Speed Craft;**
A certificate called a Permit to Operate High Speed Craft should be issued to a craft which complies with the requirements set out in paragraphs 1.2.2 to 1.2.7 of the 1994 HSC Code or 2000 HSC Code, as appropriate.
(1994 HSC Code, section 1.9; 2000 HSC Code, section 1.9)
- .5 **High Speed Craft manuals;**
The craft shall be provided with adequate information and guidance in the form of technical manual(s) to enable the craft to be operated and maintained safely. The technical manual(s) shall consist of a route operational manual, craft operating manual, training manual, maintenance manual and servicing schedule.
(1994 HSC Code section 18.2; 2000 HSC Code section 18.2)
- .6 **Type Rating Certificates for masters and officers serving on High Speed Craft;**
A type rating certificate shall be issued to the master and all officers having an operational role following an appropriate period of operational/simulator training and on the conclusion of an examination including practical test commensurate with the operational tasks on board the particular type and model of craft concerned and the route followed.
(DSC Code section 17.2.3; 1994 HSC Code section 18.3.3; 2000 HSC Code section 18.3.3)
- .7 **International Certificate of Fitness for the Carriage of Irradiated Nuclear Fuel (INF) Cargo**, as applicable;
A ship carrying INF cargo shall comply with the requirements of the International Code for the Safe Carriage of Packaged Irradiated Nuclear Fuel, Plutonium and High-Level

⁷ For craft built before 1 January 1996.

Radioactive Wastes on Board Ships (INF Code) in addition to any other applicable requirements of the SOLAS regulations and shall be surveyed and be provided with the International Certificate of Fitness for the Carriage of INF Cargo. (SOLAS 1974, regulation VII/16; INF Code (resolution MSC.88(71)), paragraph 1.3)

- .8 **Nuclear Cargo Ship Safety Certificate or Nuclear Passenger Ship Safety Certificate**, in place of the Cargo Ship Safety Certificate or Passenger Ship Safety Certificate, as appropriate;
*Every Nuclear powered ship shall be issued with the certificate required by SOLAS chapter VIII.
(SOLAS 1974, regulation VIII/10)*
- .9 **Special Purpose Ship Safety Certificate** (for ships complying with the Code of Safety for Special Purpose Ships, 2008);
*For facilitating the operation of special purpose ships, this Code provides for a certificate, called a Special Purpose Ship Safety Certificate, which should be issued to every special purpose ship. Where a special purpose ship is normally engaged on international voyages as defined in SOLAS it should, in addition, also carry SOLAS safety certificates, either: .1 for a passenger ship with a SOLAS Exemption Certificate; or .2 for a cargo ship with a SOLAS Exemption Certificate, where necessary, as the Administration deems appropriate.
(Code of Safety for Special Purpose Ships, 2008, Preamble)*
- .10 **Approved Damage Stability Information and Booklet for Special Purpose Ships**;
*All special purpose ships should comply with SOLAS regulations II-1/9, II-1/13, II-1/19, II-1/20, II-1/21 and II-1/35-1, as though the ship is a passenger ship.
(Code of Safety for Special Purpose Ships, 2008, paragraph 2.5)
Note: SOLAS regulation II-1/19 – There shall be permanently exhibited, or readily available on the navigation bridge, for the guidance of the officer in charge of the ship, plans showing clearly for each deck and hold the boundaries of the watertight compartments, the openings therein with the means of closure and position of any controls thereof, and the arrangements for the correction of any list due to flooding. In addition, booklets containing the aforementioned information shall be made available to the officers of the ship.*
- .11 **Certificate of Fitness for the Transportation and Handling of Limited Amounts of Hazardous and Liquid Noxious Substances in Bulk** (for offshore supply vessels carrying such cargoes);
When carrying such cargoes, offshore support vessels should carry a Certificate of Fitness under the “Guidelines for the Transport and Handling of Limited Amounts of Hazardous and Noxious Liquid Substances in Bulk on Offshore Support Vessels” (LHNS Guidelines). (A.673(16) as amended by MSC.236(82) and MEPC.158(55); MARPOL 73/78, Annex II, regulation 11(2))
- .12 **International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk** endorsed for offshore supply vessels carrying only such cargoes (this certificate may be issued instead of the above Certificate of Fitness);
*If an offshore support vessel carries only noxious liquid substances, a suitably endorsed International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk may be issued instead of the above Certificate of Fitness.
(A.673(16), as amended by MSC.236(82) and MEPC.158(55); MARPOL 73/78, Annex II, regulation 11(2))*
- .14 **Document of Compliance** (for offshore supply vessels complying with the Guidelines for the Design and Construction of Offshore Supply Vessels, 2006);

The Administration, its nominated surveyor or duly authorized organization recognized by the Administration should issue a Document of Compliance, the model form of which is set out in appendix 2, after it is satisfied that the vessel complies with the provisions of these Guidelines.

(Guidelines for the Design and Construction of Offshore Supply Vessels, 2006, section 8)

- .13 **Mobile Offshore Drilling Unit Safety Certificate** (for mobile offshore drilling units which comply with the Code for the Construction and Equipment of Mobile Offshore Drilling Units, 1979 & 1989, as appropriate);
To be issued after survey carried out in accordance with the provisions of the Code for the Construction and Equipment of Mobile Offshore Drilling Units, 1979, or, for units constructed on or after 1 May 1991, the Code for the Construction and Equipment of Mobile Offshore Drilling Units, 1989.
(A.414(XI) section 1.6; A.649(16) section 1.6; A.649(16) as modified by resolution MSC.38(63), section 1.6)
- .14 **Diving System Safety Certificate** (for diving systems complying with the Code of Safety for Diving Systems);
A certificate should be issued either by the MPA or any person or organization duly authorized by it after survey or inspection to a diving system which complies with the requirements of the Code of Safety for Diving Systems. In every case, the MPA should assume full responsibility for the certificate.
(A.536(13), section 1.6)
- .15 **Noise Survey Report;**
A noise survey report should be made for each ship in accordance with the Code on Noise Levels on Board Ships.
(A.468(XII), section 4.3)
- .16 **Wing-In-Ground Craft Safety Certificate;** and
A certificate called a WIG Craft Safety Certificate should be issued after completion of an initial or renewal survey to a craft, which complies with the provisions of the Interim Guidelines for WIG craft.
(MSC/Circ.1054, section 9)
- .17 **Permit to Operate WIG Craft.**
A permit to operate should be issued by the Administration to certify compliance with the provisions of the Interim Guidelines for WIG craft.
(MSC/Circ.1054, section 10)

8.2 PUBLICATIONS RECOMMENDED FOR CARRIAGE ON BOARD

- .1 **DSC Code** (Dynamically supported craft);
- .2 **HSC Code, 1994** (High speed craft built after 1 January 1996 and before 1 July 2002);
- .3 **HSC Code, 2000** (High speed craft built after 1 July 2002);
- .4 **MODU Code, 1979** (Mobile offshore drilling unit built before 1 May 1991); and
- .5 **MODU Code, 1989** (Mobile offshore drilling unit built after 1 May 1991).

SECTION 9: THE CERTIFICATES AND DOCUMENTS SPECIFIED IN THE MERCHANT SHIPPING (NON-CONVENTION SHIPS) SAFETY REGULATIONS IN FORCE (FOR CARGO SHIPS UNDER 500 GT):

(In addition to the Certificates, Documents and Publications, where applicable, in Sections 1, 3 and 4, 5, 6 and 7)

9.1 CERTIFICATES:

- .1 **Cargo Ship Safety Construction Certificate;**
- .2 **Cargo Ship Safety Equipment Certificate;**
- .3 **Cargo Ship Safety Radiotelephony or Radiotelegraphy Certificate;** and
- .4 **Exemption Certificate or letter of Dispensation** (when an exemption or dispensation has been granted).

SECTION 10: THE CERTIFICATES AND DOCUMENTS SPECIFIED IN THE MERCHANT SHIPPING (SPECIAL LIMITS PASSENGER SHIPS) SAFETY REGULATIONS IN FORCE (FOR PASSENGER SHIPS OPERATING BEYOND THE PORT LIMIT BUT SOLELY WITHIN THE 30-MILE LIMIT):

(In addition to the Certificates, Documents and Publications, where applicable, in Section 1)

10.1 CERTIFICATES:

- .1 **30-Mile Limit Passenger Ship Safety Certificate;** or
- .2 **Passenger Ship Safety Certificate** (supplemented by its Record of Equipment);
- .3 **Exemption Certificate or letter of Dispensation** (when an exemption or dispensation has been granted).

10.2 DOCUMENTS:

- .1 **Approved Intact Stability Booklet;**
- .2 **Approved Damage Stability Booklet;**
- .3 **Chartlet of the Special Limit Area (after 31 Mar 95);** and
- .4 **Plan of the Layout of Passenger Spaces** showing the Arrangement of Seats and Escape Routes (for ships constructed on or after 1 Apr 95).