



**MARITIME AND PORT AUTHORITY OF
SINGAPORE
SHIPPING CIRCULAR TO SHIPOWNERS
NO. 8 OF 2018**

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13 June 2018

Applicable to: Ship owners, managers, operators, Masters and Chief Engineers of Singapore registered ships, and MPA's Recognised Organisations

THE IMO DATA COLLECTION SYSTEM FOR FUEL OIL CONSUMPTION (DCS)

- ***Resolution MEPC.278(70) Amendments to MARPOL Annex VI (Data collection system for fuel oil consumption of ships)***
- ***Resolution MEPC.282(70) 2016 Guidelines of the development of a ship energy efficiency management plan (SEEMP)***
- ***MEPC.1/Circ.876 Sample format for the Confirmation of Compliance, early submission of the SEEMP Part II on the ship fuel oil consumption data collection plan and its timely verification pursuant to regulation 5.4.5 of MARPOL Annex VI***
- ***Resolution MEPC. 292(71) 2017 Guidelines for Administration Verification of Ship Fuel Oil Consumption Data***

1. The 70th session of the IMO's Marine Environment Protection Committee (MEPC 70) adopted Resolution MEPC.278(70), whereby it is mandatory for ships to collect and report their fuel oil consumption data from 01 January 2019 onwards under MARPOL Annex VI as amended. The adopted Resolution can be found in **Annex A** of this circular.

2. This circular provides information and guidance on the IMO Data Collection System for fuel Oil Consumption (DCS) in accordance to Regulation 22A of MARPOL Annex VI. Unless expressively provided otherwise, this requirement shall apply to all Singapore-registered ships of 5,000 gross tonnage and above, except:

- a) ships solely engaged within the port limits of Singapore;
- b) ships not propelled by mechanical means; and
- c) platforms including FPSOs, FSUs and drilling rigs.

2.1 Ship Fuel Oil Consumption Data Collection Plan (Part II of SEEMP)

- .1 On or before 31 December 2018, the Ship Energy Efficiency Management Plan (SEEMP) Part II – Ship Fuel Oil Consumption Data Collection Plan of all applicable ships shall include a description of the methodology that will be used to collect the data required by Regulation 22A of MARPOL Annex VI, and the processes that will be used for reporting of data to any of the eight Recognised Organisations (ROs) recognised by the Maritime and Port Authority of Singapore (MPA).
- .2 The SEEMP Part II must be developed in accordance with the 2016 Guidelines of the development of a SEEMP. Please refer to Resolution MEPC.282(70) (in particular, Section 6 onwards and Appendix 2 of the guidelines), which can be found in **Annex B** of this circular.
- .3 Prior to the collection of data under Regulation 22A of MARPOL Annex VI, the methodology and processes sections of the ship's SEEMP Part II must be submitted to any of the eight ROs for review. Upon satisfactory review, the RO will provide a confirmation of compliance for the ship's SEEMP Part II. This confirmation of compliance must be retained on board the ship.
- .4 A sample format of the confirmation of compliance can be found in **Annex C** of this circular.
- .5 The review of SEEMP Part II and issuance of the confirmation of compliance can be carried out by any of our eight ROs and need not necessarily be the same RO that issues the ship's International Energy Efficiency Certificate (IEEC).
- .6 Companies are strongly encouraged to submit their ships' SEEMP Part II to the RO of their choice on or before 1 September 2018 to ensure smooth implementation of the IMO DCS and to avoid any backlog that may delay the ship's collection and reporting of data.

2.2 Collection, reporting and verification of ship fuel oil consumption data

Collection and verification of data

- .1 All applicable Singapore-registered ships that are above 5000 gross tonnage are required to collect the data specified in Appendix IX of MARPOL Annex VI, for calendar year 2019 (e.g. 01 January until 31 December), and each subsequent calendar year or portion thereof, as appropriate, according to the methodology in SEEMP Part II.
- .2 The ship must aggregate the data collected or portion thereof, as appropriate, and submit them to any of our eight ROs within three months

after the end of each calendar year (e.g. before 31 March 2020 for the calendar year 2019 data). The data collected must be submitted electronically using a standardised format approved by the RO.

- .3 The verification of data can be carried out by any of the eight ROs and need not necessarily be the same RO that issues the ship's International Energy Efficiency Certificate (IEEC) or the ship's confirmation of compliance for SEEMP Part II.

Transfer/change of ship

- .4 In the event that there is a transfer/change of a ship from (i) one flag administration to another, (ii) one company to another, (iii) or one RO to another; the reporting of the data must be done in accordance to Regulation 22A of MARPOL Annex VI (in particular, Regulation 22A.4 – Regulation 22A.6).

List of required documents to facilitate data verification

- .5 Aside from the aggregated fuel consumption data mentioned in paragraph 2.2.2 of this circular, ship owners, managers and operators are required to submit the following list of documents to facilitate data verification by ROs in accordance with Res.MEPC.292(71):
 - a) a copy of the ship's Data Collection Plan;
 - b) summaries of Bunker Delivery Notes (BDNs) with sufficient details to show that all fuel oil consumed by the ship is accounted for (see sample form of BDN summary set out in appendix 1 of the resolution);
 - c) summaries of disaggregated data of fuel oil consumption, distance travelled and hours underway, in a format specified by the Administration (see sample form of data summary set out in appendix 2 of the resolution);
 - d) information to demonstrate that the ship followed the Data Collection Plan set out in its SEEMP, including information on data gaps and how they were filled as well as how the event that caused the data gap was resolved; and
 - e) copies of documents containing information on the amount of fuel oil consumption, distance travelled and hours underway for the ship's voyages during the reporting period (e.g. the ship's official logbook, oil record book, BDNs, arrival/noon/departure reports, etc.).

Statement of Compliance

- .6 Upon receipt of the reported ship's fuel oil consumption data and accompanying documents (i.e. the documents listed in paragraph 2.2.5 of this circular), RO will verify if the data has been reported in accordance with Regulation 22A of MARPOL Annex VI with reference to the 2017

Guidelines for Administration Verification of Ship Fuel Oil Consumption Data (Res. MEPC. 292(71)). The guidelines can be found in **Annex D** of this circular. Upon verification, the RO will issue a Statement of Compliance related to fuel oil consumption of the ship no later than five months from the beginning of the calendar year.

- .7 The Statement of Compliance is valid for the whole calendar year in which it is issued and the first five months of the following calendar year. All Statements of Compliance must be kept on board during the entire period of its validity.
 - .8 A sample form of the Statement of Compliance can be found in Appendix X to MARPOL Annex VI.
 - .9 The RO will ensure that the reported data is transferred to the IMO Ship Fuel Oil Consumption Database not more than one month after issuance of the Statement of Compliance.
 - .10 The disaggregated data, which is the basis for the reported data, must be retained for a minimum period of 12 months starting from the end of the calendar year and made available to MPA upon request.
 - .11 MPA may request the company to submit documents in addition to the list in paragraph 2.2.5 of this circular for a comprehensive review of the ship's annual fuel oil consumption taking into consideration the distance travelled and hours underway. All data and identities reported will be treated as confidential and are strictly restricted to MPA and its approved entities for MPA's analysis and consideration.
3. Any queries relating to this circular should be directed to shipping@mpa.gov.sg or Mr Goh Chung Hun at (+65) 6375 6206.

DAKNASH GANASEN
DIRECTOR OF MARINE
MARITIME AND PORT AUTHORITY OF SINGAPORE

ANNEX 3

**RESOLUTION MEPC.278(70)
(Adopted on 28 October 2016)**

**AMENDMENTS TO THE ANNEX OF THE PROTOCOL OF 1997 TO AMEND THE
INTERNATIONAL CONVENTION FOR THE PREVENTION OF POLLUTION FROM SHIPS,
1973, AS MODIFIED BY THE PROTOCOL OF 1978 RELATING THERETO**

Amendments to MARPOL Annex VI

(Data collection system for fuel oil consumption of ships)

THE MARINE ENVIRONMENT PROTECTION COMMITTEE,

RECALLING Article 38(a) of the Convention on the International Maritime Organization concerning the functions of the Marine Environment Protection Committee conferred upon it by international conventions for the prevention and control of marine pollution from ships,

NOTING article 16 of the International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocols of 1978 and 1997 relating thereto (MARPOL), which specifies the amendment procedure and confers upon the appropriate body of the Organization the function of considering and adopting amendments thereto,

HAVING CONSIDERED, at its seventieth session, proposed amendments to MARPOL Annex VI concerning the data collection system for fuel oil consumption,

1 ADOPTS, in accordance with article 16(2)(d) of MARPOL, amendments to MARPOL Annex VI, the text of which is set out in the annex to the present resolution;

2 DETERMINES, in accordance with article 16(2)(f)(iii) of MARPOL, that the amendments shall be deemed to have been accepted on 1 September 2017 unless prior to that date, not less than one third of the Parties or Parties the combined merchant fleets of which constitute not less than 50% of the gross tonnage of the world's merchant fleet, have communicated to the Organization their objection to the amendments;

3 INVITES the Parties to note that, in accordance with article 16(2)(g)(ii) of MARPOL, the said amendments shall enter into force on 1 March 2018 upon their acceptance in accordance with paragraph 2 above;

4 INVITES FURTHER the Parties to consider the application of the aforesaid amendments to Annex VI of MARPOL as soon as possible to ships entitled to fly their flag;

5 ENCOURAGES the Organization to establish as soon as possible the IMO Ship Fuel Oil Consumption Database;

6 REQUESTS the Secretary-General, for the purposes of article 16(2)(e) of MARPOL, to transmit certified copies of the present resolution and the text of the amendments contained in the annex to all Parties to MARPOL;

7 REQUESTS FURTHER the Secretary-General to transmit copies of the present resolution and its annex to Members of the Organization which are not Parties to MARPOL.

ANNEX

AMENDMENTS TO MARPOL ANNEX VI

(Data collection system for fuel oil consumption of ships)

ANNEX VI

REGULATIONS FOR THE PREVENTION OF AIR POLLUTION FROM SHIPS

**Regulation 1
Application**

1 The reference to "regulations 3, 5, 6, 13, 15, 16, 18, 19, 20, 21 and 22" is replaced with "regulations 3, 5, 6, 13, 15, 16, 18, 19, 20, 21, 22 and 22A".

**Regulation 2
Definitions**

2 After existing paragraph 47, new paragraphs 48, 49 and 50 are added as follows:

"48 *Calendar year* means the period from 1 January until 31 December inclusive.

49 *Company* means the owner of the ship or any other organization or person such as the manager, or the bareboat charterer, who has assumed the responsibility for operation of the ship from the owner of the ship and who on assuming such responsibility has agreed to take over all the duties and responsibilities imposed by the *International Management Code for the Safe Operation of Ships and for Pollution Prevention*, as amended.

50 *Distance travelled* means distance travelled over ground."

**Regulation 3
Exceptions and exemptions**

3 In the chapeau of paragraph 2, between existing sentences 2 and 3, a new sentence is added as follows:

"A permit issued under this regulation shall not exempt a ship from the reporting requirement under regulation 22A and shall not alter the type and scope of data required to be reported under regulation 22A."

**Regulation 5
Surveys**

4 At the end of paragraph 4.3, after the words "on board", new text is added as follows:

"and for a ship to which regulation 22A applies, has been revised appropriately to reflect a major conversion in those cases where the major conversion affects data collection methodology and/or reporting processes"

and the word "and" following the semicolon at the end of the paragraph is deleted.

5 In paragraph 4.4, the full stop at the end of the paragraph is replaced by "; and".

6 After the existing paragraph 4.4, a new paragraph 4.5 is added as follows:

"5 The Administration shall ensure that for each ship to which regulation 22A applies, the SEEMP complies with regulation 22.2 of this Annex. This shall be done prior to collecting data under regulation 22A of this Annex in order to ensure the methodology and processes are in place prior to the beginning of the ship's first reporting period. Confirmation of compliance shall be provided to and retained on board the ship."

Regulation 6

Issue or endorsement of Certificates and Statements of Compliance related to fuel oil consumption reporting

7 In the title of regulation 6, the words "and Statements of Compliance related to fuel oil consumption reporting" are inserted following the word "Certificates".

8 After existing paragraph 5, new paragraphs 6 and 7 are added as follows:

"Statement of Compliance – Fuel Oil Consumption Reporting

6 Upon receipt of reported data pursuant to regulation 22A.3 of this Annex, the Administration or any organization duly authorized by it* shall determine whether the data has been reported in accordance with regulation 22A of this Annex and, if so, issue a Statement of Compliance related to fuel oil consumption to the ship no later than five months from the beginning of the calendar year. In every case, the Administration assumes full responsibility for this Statement of Compliance.

7 Upon receipt of reported data pursuant to regulations 22A.4, 22A.5 or 22A.6 of this Annex, the Administration or any organization duly authorized by it* shall promptly determine whether the data has been reported in accordance with regulation 22A and, if so, issue a Statement of Compliance related to fuel oil consumption to the ship at that time. In every case, the Administration assumes full responsibility for this Statement of Compliance."

Regulation 8

Form of Certificates and Statements of Compliance related to fuel oil consumption reporting

9 In the title of regulation 8, the words "and Statements of Compliance related to fuel oil consumption reporting" are inserted following the word "Certificates".

* Refer to the Guidelines for the authorization of organizations acting on behalf of the Administration, adopted by the Organization by resolution A.739(18), as may be amended by the Organization, and the Specifications on the survey and certification functions of recognized organizations acting on behalf of the Administration, adopted by the Organization by resolution A.789(19), as may be amended by the Organization.

- 10 After existing paragraph 2, a new paragraph 3 is added as follows:

"Statement of Compliance – Fuel Oil Consumption Reporting

3 The Statement of Compliance pursuant to regulations 6.6 and 6.7 of this Annex shall be drawn up in a form corresponding to the model given in appendix X to this Annex and shall be at least in English, French or Spanish. If an official language of the issuing Party is also used, this shall prevail in case of a dispute or discrepancy."

Regulation 9

Duration and validity of Certificates and Statements of Compliance related to fuel oil consumption reporting

- 11 In the title of regulation 9, the words "and Statements of Compliance related to fuel oil consumption reporting" are inserted following the word "Certificates".

- 12 After existing paragraph 11, a new paragraph 12 is added as follows:

"Statement of Compliance – Fuel Oil Consumption Reporting

12 The Statement of Compliance pursuant to regulation 6.6 of this Annex shall be valid for the calendar year in which it is issued and for the first five months of the following calendar year. The Statement of Compliance pursuant to regulation 6.7 of this Annex shall be valid for the calendar year in which it is issued, for the following calendar year, and for the first five months of the subsequent calendar year. All Statements of Compliance shall be kept on board for at least the period of their validity."

Regulation 10

Port State control on operational requirements

- 13 In paragraph 5, the words "Statement of Compliance related to fuel oil consumption reporting and" are inserted before the words "International Energy Efficiency Certificate".

Regulation 22

Ship Energy Efficiency Management Plan (SEEMP)

- 14 After existing paragraph 1, a new paragraph 2 is inserted as follows and the existing paragraph 2 is renumbered as paragraph 3:

"2 On or before 31 December 2018, in the case of a ship of 5,000 gross tonnage and above, the SEEMP shall include a description of the methodology that will be used to collect the data required by regulation 22A.1 of this Annex and the processes that will be used to report the data to the ship's Administration."

- 15 After existing regulation 22, a new 22A is inserted as follows:

"Regulation 22A

Collection and reporting of ship fuel oil consumption data

1 From calendar year 2019, each ship of 5,000 gross tonnage and above shall collect the data specified in appendix IX to this Annex, for that and each subsequent calendar year or portion thereof, as appropriate, according to the methodology included in the SEEMP.

2 Except as provided for in paragraphs 4, 5 and 6 of this regulation, at the end of each calendar year, the ship shall aggregate the data collected in that calendar year or portion thereof, as appropriate.

3 Except as provided for in paragraphs 4, 5 and 6 of this regulation, within three months after the end of each calendar year, the ship shall report to its Administration or any organization duly authorized by it*, the aggregated value for each datum specified in appendix IX to this Annex, via electronic communication and using a standardized format to be developed by the Organization†.

4 In the event of the transfer of a ship from one Administration to another, the ship shall on the day of completion of the transfer or as close as practical thereto report to the losing Administration or any organization duly authorized by it*, the aggregated data for the period of the calendar year corresponding to that Administration, as specified in appendix IX to this Annex and, upon prior request of that Administration, the disaggregated data.

5 In the event of a change from one Company to another, the ship shall on the day of completion of the change or as close as practical thereto report to its Administration or any organization duly authorized by it*, the aggregated data for the portion of the calendar year corresponding to the Company, as specified in appendix IX to this Annex and, upon request of its Administration, the disaggregated data.

6 In the event of change from one Administration to another and from one Company to another concurrently, paragraph 4 of this regulation shall apply.

7 The data shall be verified according to procedures established by the Administration, taking into account guidelines to be developed by the Organization.

8 Except as provided for in paragraphs 4, 5 and 6 of this regulation, the disaggregated data that underlies the reported data noted in appendix IX to this Annex for the previous calendar year shall be readily accessible for a period of not less than 12 months from the end of that calendar year and be made available to the Administration upon request.

9 The Administration shall ensure that the reported data noted in appendix IX to this Annex by its registered ships of 5,000 gross tonnage and above are transferred to the IMO Ship Fuel Oil Consumption Database via electronic communication and using a standardized format to be developed by the Organization not later than one month after issuing the Statements of Compliance of these ships.

10 On the basis of the reported data submitted to the IMO Ship Fuel Oil Consumption Database, the Secretary-General of the Organization shall produce an annual report to the Marine Environment Protection Committee summarizing the data collected, the status of missing data, and such other relevant information as may be requested by the Committee.

* Refer to the *Guidelines for the authorization of organizations acting on behalf of the Administration*, adopted by the Organization by resolution A.739(18), as may be amended by the Organization, and the *Specifications on the survey and certification functions of recognized organizations acting on behalf of the Administration*, adopted by the Organization by resolution A.789(19), as may be amended by the Organization.

† Refer to the *2016 Guidelines for the development of a Ship Energy Efficiency Management Plan (SEEMP Guidelines)* (resolution MEPC.282(70)).

11 The Secretary-General of the Organization shall maintain an anonymized database such that identification of a specific ship will not be possible. Parties shall have access to the anonymized data strictly for their analysis and consideration.

12 The IMO Ship Fuel Oil Consumption Database shall be undertaken and managed by the Secretary-General of the Organization, pursuant to guidelines to be developed by the Organization."

16 After existing appendix VIII, new appendices IX and X are inserted as follows:

"Appendix IX

Information to be submitted to the IMO Ship Fuel Oil Consumption Database

Identity of the ship

IMO number

Period of calendar year for which the data is submitted

Start date (dd/mm/yyyy)

End date (dd/mm/yyyy)

Technical characteristics of the ship

Ship type, as defined in regulation 2 of this Annex or other (to be stated)

Gross tonnage (GT)¹

Net tonnage (NT)²

Deadweight tonnage (DWT)³

Power output (rated power⁴) of main and auxiliary reciprocating internal combustion engines over 130 kW (to be stated in kW)

EEDI (if applicable)

Ice class⁵

Fuel oil consumption, by fuel oil type⁶ in metric tonnes and methods used for collecting fuel oil consumption data

Distance travelled

Hours underway

¹ Gross tonnage should be calculated in accordance with the International Convention on Tonnage Measurement of Ships, 1969.

² Net tonnage should be calculated in accordance with the International Convention on Tonnage Measurement of Ships, 1969. If not applicable, note "N/A".

³ DWT means the difference in tonnes between the displacement of a ship in water of relative density of 1025 kg/m³ at the summer load draught and the lightweight of the ship. The summer load draught should be taken as the maximum summer draught as certified in the stability booklet approved by the Administration or an organization recognized by it.

⁴ Rated power means the maximum continuous rated power as specified on the nameplate of the engine.

⁵ Ice class should be consistent with the definition set out in the *International Code for ships operating in polar waters (Polar Code)*, (resolutions MEPC.264(68) and MSC.385(94)). If not applicable, note "N/A".

⁶ As defined in the *2014 Guidelines on the method of calculation of the Attained Energy Efficiency Design Index (EEDI) for new ships* (resolution MEPC.245(66), as amended) or other (to be stated).

Appendix X

Form of Statement of Compliance – Fuel Oil Consumption Reporting

STATEMENT OF COMPLIANCE – FUEL OIL CONSUMPTION REPORTING

Issued under the provisions of the Protocol of 1997, as amended, to amend the International Convention for the Prevention of Pollution by Ships, 1973, as modified by the Protocol of 1978 related thereto (hereinafter referred to as "the Convention") under the authority of the Government of:

.....
(full designation of the Party)

by
(full designation of the competent person or organization authorized under the provisions of the Convention)

Particulars of ship¹

Name of ship

Distinctive number or letters.

IMO Number²

Port of registry

Gross tonnage.

THIS IS TO DECLARE:

1. That the ship has submitted to this Administration the data required by regulation 22A of Annex VI of the Convention, covering ship operations from (dd/mm/yyyy) through (dd/mm/yyyy); and
2. The data was collected and reported in accordance with the methodology and processes set out in the ship's SEEMP that was in effect over the period from (dd/mm/yyyy) through (dd/mm/yyyy).

This Statement of Compliance is valid until (dd/mm/yyyy).

Issued at:
(place of issue of Statement)

Date (dd/mm/yyyy)

(date of issue)

(signature of duly authorized official
issuing the Statement)

(seal or stamp of the authority, as appropriate) "

¹ Alternatively, the particulars of the ship may be placed horizontally in boxes.

² In accordance with the *IMO Ship Identification Number Scheme*, adopted by the Organization by resolution A.1078(28).

ANNEX 10

**RESOLUTION MEPC.282(70)
(Adopted on 28 October 2016)**

**2016 GUIDELINES FOR THE DEVELOPMENT OF
A SHIP ENERGY EFFICIENCY MANAGEMENT PLAN (SEEMP)**

THE MARINE ENVIRONMENT PROTECTION COMMITTEE,

RECALLING article 38(a) of the Convention on the International Maritime Organization concerning the functions of the Marine Environment Protection Committee (the Committee) conferred upon it by international conventions for the prevention and control of marine pollution from ships,

RECALLING ALSO that it adopted, by resolution MEPC.203(62), Amendments to the annex of the Protocol of 1997 to amend the International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 relating thereto (inclusion of regulations on energy efficiency for ships in MARPOL Annex VI),

NOTING that the aforementioned amendments to MARPOL Annex VI, which included a new chapter 4 on regulations on energy efficiency for ships in Annex VI, entered into force on 1 January 2013,

NOTING ALSO that regulation 22 of MARPOL Annex VI, as amended, requires each ship to keep on board a ship specific Ship Energy Efficiency Management Plan, taking into account guidelines developed by the Organization,

NOTING FURTHER that it adopted, by resolution MEPC.278(70), amendments to MARPOL Annex VI related to the data collection system for fuel oil consumption which are expected to enter into force on 1 March 2018 upon their deemed acceptance on 1 September 2017,

RECOGNIZING that the aforementioned amendments to MARPOL Annex VI require the adoption of relevant guidelines for uniform and effective implementation of the regulations and to provide sufficient lead time for industry to prepare,

HAVING CONSIDERED, at its seventieth session, draft 2016 Guidelines for the development of a Ship Energy Efficiency Management Plan (*SEEMP*),

1 ADOPTS the 2016 *Guidelines for the development of a Ship Energy Efficiency Management Plan (SEEMP)* (the 2016 Guidelines), as set out in the annex to the present resolution;

2 INVITES Administrations to take the annexed 2016 Guidelines into account when developing and enacting national laws which give force to and implement requirements set forth in regulations 22 and 22A of MARPOL Annex VI, as amended;

3 REQUESTS the Parties to MARPOL Annex VI and other Member Governments to bring the annexed 2016 Guidelines to the attention of masters, seafarers, shipowners, ship operators and any other interested groups;

4 AGREES to keep the 2016 Guidelines under review in light of the experience gained with their implementation;

5 SUPERSEDES the 2012 *Guidelines for the development of a Ship Energy Efficiency Management Plan (SEEMP)*, adopted by resolution MEPC.213(63).

ANNEX

**2016 GUIDELINES FOR THE DEVELOPMENT OF
A SHIP ENERGY EFFICIENCY MANAGEMENT PLAN (SEEMP)**

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1 INTRODUCTION

1.1 The *Guidelines for the development of a Ship Energy Efficiency Management Plan* have been developed to assist with the preparation of the Ship Energy Efficiency Management Plan (SEEMP) required by regulation 22 of MARPOL Annex VI.

1.2 There are two parts to a SEEMP. Part I provides a possible approach for monitoring ship and fleet efficiency performance over time and some options to be considered when seeking to optimize the performance of the ship. Part II provides the methodologies ships of 5,000 gross tonnage and above should use to collect the data required pursuant to regulation 22A of MARPOL Annex VI and the processes that the ship should use to report the data to the ship's Administration or any organization duly authorized by it.

1.3 A sample form of the SEEMP is presented in appendices 1 and 2 for illustrative purposes. A standardized data reporting format for the data collection system is presented in appendix 3.

2 DEFINITIONS

2.1 For the purpose of these Guidelines, the definitions in MARPOL Annex VI apply.

2.2 "Ship fuel oil consumption data" means the data required to be collected on an annual basis and reported as specified in appendix IX to MARPOL Annex VI.

2.3 "Safety management system" means a structured and documented system enabling company personnel to implement effectively the company safety and environmental protection policy, as defined in paragraph 1.1 of International Safety Management Code.

PART I OF THE SEEMP: SHIP MANAGEMENT PLAN TO IMPROVE ENERGY EFFICIENCY

3 GENERAL

3.1 In global terms it should be recognized that operational efficiencies delivered by a large number of ship operators will make an invaluable contribution to reducing global carbon emissions.

3.2 The purpose of part I of the SEEMP is to establish a mechanism for a company and/or a ship to improve the energy efficiency of a ship's operation. Preferably, this aspect of the ship-specific SEEMP is linked to a broader corporate energy management policy for the company that owns, operates or controls the ship, recognizing that no two shipping companies are the same, and that ships operate under a wide range of different conditions.

3.3 Many companies will already have an environmental management system (EMS) in place under ISO 14001 which contains procedures for selecting the best measures for particular vessels and then setting objectives for the measurement of relevant parameters, along with relevant control and feedback features. Monitoring of operational environmental efficiency should therefore be treated as an integral element of broader company management systems.

3.4 In addition, many companies already develop, implement and maintain a Safety Management System. In such case, part I of the SEEMP may form part of the ship's Safety Management System.

3.5 This section provides guidance for the development of part I of the SEEMP that should be adjusted to the characteristics and needs of individual companies and ships. Part I is intended to be a management tool to assist a company in managing the ongoing environmental performance of its vessels and as such, it is recommended that a company develops procedures for implementing the plan in a manner which limits any on-board administrative burden to the minimum necessary.

3.6 Part I of the SEEMP should be developed as a ship-specific plan by the company, and should reflect efforts to improve a ship's energy efficiency through four steps: planning, implementation, monitoring, and self-evaluation and improvement. These components play a critical role in the continuous cycle to improve ship energy efficiency management. With each iteration of the cycle, some elements of part I will necessarily change while others may remain as before.

3.7 At all times safety considerations should be paramount. The trade a ship is engaged in may determine the feasibility of the efficiency measures under consideration. For example, ships that perform services at sea (pipe laying, seismic survey, OSVs, dredgers, etc.) may choose different methods of improving energy efficiency when compared to conventional cargo carriers. The nature of operations and influence of prevailing weather conditions, tides and currents combined with the necessity of maintaining safe operations may require adjustment of general procedures to maintain the efficiency of the operation, for example the ships which are dynamically positioned. The length of voyage may also be an important parameter as may trade specific safety considerations.

4 FRAMEWORK AND STRUCTURE OF PART I OF THE SEEMP

4.1 Planning

4.1.1 Planning is the most crucial stage of part I of the SEEMP, in that it primarily determines both the current status of ship energy usage and the expected improvement of ship energy efficiency. Therefore, it is encouraged to devote sufficient time to planning so that the most appropriate, effective and implementable plan can be developed.

Ship-specific measures

4.1.2 Recognizing that there are a variety of options to improve efficiency – speed optimization, weather routing and hull maintenance, for example – and that the best package of measures for a ship to improve efficiency differs to a great extent depending upon ship type, cargoes, routes and other factors, the specific measures for the ship to improve energy efficiency should be identified in the first place. These measures should be listed as a package of measures to be implemented, thus providing the overview of the actions to be taken for that ship.

4.1.3 During this process, therefore, it is important to determine and understand the ship's current status of energy usage. Part I of the SEEMP should identify energy-saving measures that have been undertaken, and should determine how effective these measures are in terms of improving energy efficiency. Part I also should identify what measures can be adopted to further improve the energy efficiency of the ship. It should be noted, however, that not all measures can be applied to all ships, or even to the same ship under different operating conditions and that some of them are mutually exclusive. Ideally, initial measures could yield energy (and cost) saving results that then can be reinvested into more difficult or expensive efficiency upgrades identified by part I.

4.1.4 Guidance on best practices for fuel-efficient operation of ships, set out in chapter 5, can be used to facilitate this part of the planning phase. Also, in the planning process, particular consideration should be given to minimize any on-board administrative burden.

Company-specific measures

4.1.5 The improvement of energy efficiency of ship operation does not necessarily depend on single ship management only. Rather, it may depend on many stakeholders including ship repair yards, shipowners, operators, charterers, cargo owners, ports and traffic management services. For example, "Just in time" – as explained in paragraph 5.2.4 – requires good early communication among operators, ports and traffic management service. The better coordination among such stakeholders is, the more improvement can be expected. In most cases, such coordination or total management is better made by a company rather than by a ship. In this sense, it is recommended that a company also establish an energy management plan to manage its fleet (should it not have one in place already) and make necessary coordination among stakeholders.

Human resource development

4.1.6 For effective and steady implementation of the adopted measures, raising awareness of and providing necessary training for personnel both on shore and on board are an important element. Such human resource development is encouraged and should be considered as an important component of planning as well as a critical element of implementation.

Goal setting

4.1.7 The last part of planning is goal setting. It should be emphasized that the goal setting is voluntary, that there is no need to announce the goal or the result to the public, and that neither a company nor a ship are subject to external inspection. The purpose of goal setting is to serve as a signal which involved people should be conscious of, to create a good incentive for proper implementation, and then to increase commitment to the improvement of energy efficiency. The goal can take any form, such as the annual fuel consumption or a specific target of Energy Efficiency Operational Indicator (EEOI). Whatever the goal is, the goal should be measurable and easy to understand.

4.2 Implementation

Establishment of implementation system

4.2.1 After a ship and a company identify the measures to be implemented, it is essential to establish a system for implementation of the identified and selected measures by developing the procedures for energy management, by defining tasks and by assigning them to qualified personnel. Thus, part I of the SEEMP should describe how each measure should be implemented and who the responsible person(s) is. The implementation period (start and end dates) of each selected measure should be indicated. The development of such a system can be considered as a part of planning, and therefore may be completed at the planning stage.

Implementation and record-keeping

4.2.2 The planned measures should be carried out in accordance with the predetermined implementation system. Record-keeping for the implementation of each measure is beneficial for self-evaluation at a later stage and should be encouraged. If any identified measure cannot be implemented for any reason(s), the reason(s) should be recorded for internal use.

4.3 Monitoring

Monitoring tools

4.3.1 The energy efficiency of a ship should be monitored quantitatively. This should be done by an established method, preferably by an international standard. The EEOI developed by the Organization is one of the internationally established tools to obtain a quantitative indicator of energy efficiency of a ship and/or fleet in operation, and can be used for this purpose. Therefore, EEOI could be considered as the primary monitoring tool, although other quantitative measures also may be appropriate.

4.3.2 If used, it is recommended that the EEOI is calculated in accordance with the *Guidelines for the development of a Ship Energy Efficiency Management Plan* (MEPC.1/Circ.684) developed by the Organization, adjusted, as necessary, to a specific ship and trade.

4.3.3 In addition to the EEOI, if convenient and/or beneficial for a ship or a company, other measurement tools can be utilized. In the case where other monitoring tools are used, the concept of the tool and the method of monitoring may be determined at the planning stage.

Establishment of monitoring system

4.3.4 It should be noted that whatever measurement tools are used, continuous and consistent data collection is the foundation of monitoring. To allow for meaningful and consistent monitoring, the monitoring system, including the procedures for collecting data and the assignment of responsible personnel, should be developed. The development of such a system can be considered as a part of planning, and therefore should be completed at the planning stage.

4.3.5 It should be noted that, in order to avoid unnecessary administrative burdens on ships' staff, monitoring should be carried out as far as possible by shore staff, utilizing data obtained from existing required records such as the official and engineering log-books and oil record books, etc. Additional data could be obtained as appropriate.

Search and rescue

4.3.6 When a ship diverts from its scheduled passage to engage in search and rescue operations, it is recommended that data obtained during such operations is not used in ship energy efficiency monitoring, and that such data may be recorded separately.

4.4 Self-evaluation and improvement

4.4.1 Self-evaluation and improvement is the final phase of the management cycle. This phase should produce meaningful feedback for the coming first stage, i.e. planning stage of the next improvement cycle.

4.4.2 The purpose of self-evaluation is to evaluate the effectiveness of the planned measures and of their implementation, to deepen the understanding on the overall characteristics of the ship's operation such as what types of measures can/cannot function effectively, and how and/or why, to comprehend the trend of the efficiency improvement of that ship and to develop the improved management plan for the next cycle.

4.4.3 For this process, procedures for self-evaluation of ship energy management should be developed. Furthermore, self-evaluation should be implemented periodically by using data collected through monitoring. In addition, it is recommended to invest time in identifying the cause-and-effect of the performance during the evaluated period for improving the next stage of the management plan.

5 GUIDANCE ON BEST PRACTICES FOR FUEL-EFFICIENT OPERATION OF SHIPS

5.1 The search for efficiency across the entire transport chain takes responsibility beyond what can be delivered by the owner/operator alone. A list of all the possible stakeholders in the efficiency of a single voyage is long; obvious parties are designers, shipyards and engine manufacturers for the characteristics of the ship, and charterers, ports and vessel traffic management services, etc., for the specific voyage. All involved parties should consider the inclusion of efficiency measures in their operations both individually and collectively.

5.2 Fuel-efficient operations

Improved voyage planning

5.2.1 The optimum route and improved efficiency can be achieved through the careful planning and execution of voyages. Thorough voyage planning needs time, but a number of different software tools are available for planning purposes.

5.2.2 The *Guidelines for voyage planning*, adopted by resolution A.893(21), provide essential guidance for the ship's crew and voyage planners.

Weather routeing

5.2.3 Weather routeing has a high potential for efficiency savings on specific routes. It is commercially available for all types of ship and for many trade areas. Significant savings can be achieved, but conversely weather routeing may also increase fuel consumption for a given voyage.

Just in time

5.2.4 Good early communication with the next port should be an aim in order to give maximum notice of berth availability and facilitate the use of optimum speed where port operational procedures support this approach.

5.2.5 Optimized port operation could involve a change in procedures involving different handling arrangements in ports. Port authorities should be encouraged to maximize efficiency and minimize delay.

Speed optimization

5.2.6 Speed optimization can produce significant savings. However, optimum speed means the speed at which the fuel used per tonne mile is at a minimum level for that voyage. It does not mean minimum speed; in fact, sailing at less than optimum speed will consume more fuel

rather than less. Reference should be made to the engine manufacturer's power/consumption curve and the ship's propeller curve. Possible adverse consequences of slow speed operation may include increased vibration and problems with soot deposits in combustion chambers and exhaust systems. These possible consequences should be taken into account.

5. 2.7 As part of the speed optimization process, due account may need to be taken of the need to coordinate arrival times with the availability of loading/discharge berths, etc. The number of ships engaged in a particular trade route may need to be taken into account when considering speed optimization.

5. 2.8 A gradual increase in speed when leaving a port or estuary whilst keeping the engine load within certain limits may help to reduce fuel consumption.

5. 2.9 It is recognized that under many charter parties the speed of the vessel is determined by the charterer and not the operator. Efforts should be made when agreeing charter party terms to encourage the ship to operate at optimum speed in order to maximize energy efficiency.

Optimized shaft power

5. 2.10 Operation at constant shaft RPM can be more efficient than continuously adjusting speed through engine power (see paragraph 5.7). The use of automated engine management systems to control speed rather than relying on human intervention may be beneficial.

5.3 Optimized ship handling

Optimum trim

5.3.1 Most ships are designed to carry a designated amount of cargo at a certain speed for a certain fuel consumption. This implies the specification of set trim conditions. Loaded or unloaded, trim has a significant influence on the resistance of the ship through the water and optimizing trim can deliver significant fuel savings. For any given draft there is a trim condition that gives minimum resistance. In some ships, it is possible to assess optimum trim conditions for fuel efficiency continuously throughout the voyage. Design or safety factors may preclude full use of trim optimization.

Optimum ballast

5.3.2 Ballast should be adjusted taking into consideration the requirements to meet optimum trim and steering conditions and optimum ballast conditions achieved through good cargo planning.

5.3.3 When determining the optimum ballast conditions, the limits, conditions and ballast management arrangements set out in the ship's Ballast Water Management Plan are to be observed for that ship.

5.3.4 Ballast conditions have a significant impact on steering conditions and autopilot settings and it needs to be noted that less ballast water does not necessarily mean the highest efficiency.

Optimum propeller and propeller inflow considerations

5.3.5 Selection of the propeller is normally determined at the design and construction stage of a ship's life but new developments in propeller design have made it possible for retrofitting of later designs to deliver greater fuel economy. Whilst it is certainly for consideration, the propeller is but one part of the propulsion train and a change of propeller in isolation may have no effect on efficiency and may even increase fuel consumption.

5.3.6 Improvements to the water inflow to the propeller using arrangements such as fins and/or nozzles could increase propulsive efficiency power and hence reduce fuel consumption.

Optimum use of rudder and heading control systems (autopilots)

5.3.7 There have been large improvements in automated heading and steering control systems technology. Whilst originally developed to make the bridge team more effective, modern autopilots can achieve much more. An integrated Navigation and Command System can achieve significant fuel savings by simply reducing the distance sailed "off track". The principle is simple; better course control through less frequent and smaller corrections will minimize losses due to rudder resistance. Retrofitting of a more efficient autopilot to existing ships could be considered.

5.3.8 During approaches to ports and pilot stations the autopilot cannot always be used efficiently as the rudder has to respond quickly to given commands. Furthermore at certain stages of the voyage it may have to be deactivated or very carefully adjusted, i.e. heavy weather and approaches to ports.

5.3.9 Consideration may be given to the retrofitting of improved rudder blade design (e.g. "twist-flow" rudder).

Hull maintenance

5.3.10 Docking intervals should be integrated with ship operator's ongoing assessment of ship performance. Hull resistance can be optimized by new technology-coating systems, possibly in combination with cleaning intervals. Regular in-water inspection of the condition of the hull is recommended.

5.3.11 Propeller cleaning and polishing or even appropriate coating may significantly increase fuel efficiency. The need for ships to maintain efficiency through in-water hull cleaning should be recognized and facilitated by port States.

5.3.12 Consideration may be given to the possibility of timely full removal and replacement of underwater paint systems to avoid the increased hull roughness caused by repeated spot blasting and repairs over multiple dockings.

5.3.13 Generally, the smoother the hull, the better the fuel efficiency.

Propulsion system

5.3.14 Marine diesel engines have a very high thermal efficiency (~50%). This excellent performance is only exceeded by fuel cell technology with an average thermal efficiency of 60%. This is due to the systematic minimization of heat and mechanical loss. In particular, the new breed of electronic controlled engines can provide efficiency gains. However, specific training for relevant staff may need to be considered to maximize the benefits.

Propulsion system maintenance

5.3.15 Maintenance in accordance with manufacturers' instructions in the company's planned maintenance schedule will also maintain efficiency. The use of engine condition monitoring can be a useful tool to maintain high efficiency.

5.3.16 Additional means to improve engine efficiency might include use of fuel additives; adjustment of cylinder lubrication oil consumption; valve improvements; torque analysis; and automated engine monitoring systems.

5.4 Waste heat recovery

5.4.1 Waste heat recovery is now a commercially available technology for some ships. Waste heat recovery systems use thermal heat losses from the exhaust gas for either electricity generation or additional propulsion with a shaft motor.

5.4.2 It may not be possible to retrofit such systems into existing ships. However, they may be a beneficial option for new ships. Shipbuilders should be encouraged to incorporate new technology into their designs.

5.5 Improved fleet management

5.5.1 Better utilization of fleet capacity can often be achieved by improvements in fleet planning. For example, it may be possible to avoid or reduce long ballast voyages through improved fleet planning. There is opportunity here for charterers to promote efficiency. This can be closely related to the concept of "just in time" arrivals.

5.5.2 Efficiency, reliability and maintenance-oriented data sharing within a company can be used to promote best practice among ships within a company and should be actively encouraged.

5.6 Improved cargo handling

Cargo handling is in most cases under the control of the port and optimum solutions matched to ship and port requirements should be explored.

5.7 Energy management

5.7.1 A review of electrical services on board can reveal the potential for unexpected efficiency gains. However care should be taken to avoid the creation of new safety hazards when turning off electrical services (e.g. lighting). Thermal insulation is an obvious means of saving energy. Also see comment below on shore power.

5.7.2 Optimization of reefer container stowage locations may be beneficial in reducing the effect of heat transfer from compressor units. This might be combined as appropriate with cargo tank heating, ventilation, etc. The use of water-cooled reefer plant with lower energy consumption might also be considered.

5.8 Fuel type

The use of emerging alternative fuels may be considered as a CO₂ reduction method but availability will often determine the applicability.

5.9 Other measures

5.9.1 Development of computer software for the calculation of fuel consumption, for the establishment of an emissions "footprint," to optimize operations, and the establishment of goals for improvement and tracking of progress may be considered.

5.9.2 Renewable energy sources, such as wind, solar (or photovoltaic) cell technology, have improved enormously in the recent years and should be considered for on-board application.

5.9.3 In some ports shore power may be available for some ships but this is generally aimed at improving air quality in the port area. If the shore-based power source is carbon efficient, there may be a net efficiency benefit. Ships may consider using onshore power if available.

5.9.4 Even wind assisted propulsion may be worthy of consideration.

5.9.5 Efforts could be made to source fuel of improved quality in order to minimize the amount of fuel required to provide a given power output.

5.10 Compatibility of measures

5.10.1 These Guidelines indicate a wide variety of possibilities for energy efficiency improvements for the existing fleet. While there are many options available, they are not necessarily cumulative, are often area and trade dependent and likely to require the agreement and support of a number of different stakeholders if they are to be utilized most effectively.

Age and operational service life of a ship

5.10.2 All measures identified in this document are potentially cost-effective as a result of high oil prices. Measures previously considered unaffordable or commercially unattractive may now be feasible and worthy of fresh consideration. Clearly, this equation is heavily influenced by the remaining service life of a ship and the cost of fuel.

Trade and sailing area

5.10.3 The feasibility of many of the measures described in this guidance will be dependent on the trade and sailing area of the ship. Sometimes ships will change their trade areas as a result of a change in chartering requirements but this cannot be taken as a general assumption. For example, wind-enhanced power sources might not be feasible for short sea shipping as these ships generally sail in areas with high traffic densities or in restricted waterways. Another aspect is that the world's oceans and seas each have characteristic conditions and so ships designed for specific routes and trades may not obtain the same benefit by adopting the same measures or combination of measures as other ships. It is also likely that some measures will have a greater or lesser effect in different sailing areas.

5.10.4 The trade a ship is engaged in may determine the feasibility of the efficiency measures under consideration. For example, ships that perform services at sea (pipe laying, seismic survey, OSVs, dredgers, etc.) may choose different methods of improving energy efficiency when compared to conventional cargo carriers. The length of voyage may also be an important parameter as may trade specific safety considerations. The pathway to the most efficient combination of measures will be unique to each vessel within each shipping company.

PART II OF THE SEEMP: SHIP FUEL OIL CONSUMPTION DATA COLLECTION PLAN

6 GENERAL

6.1 Regulation 22.2 of MARPOL Annex VI specifies that, "On or before 31 December 2018, in the case of a ship of 5,000 gross tonnage and above, the SEEMP shall include a description of the methodology that will be used to collect the data required by regulation 22A.1 of this Annex and the processes that will be used to report the data to the ship's Administration." Part II of the SEEMP, the Ship Fuel Oil Consumption Data Collection Plan (hereinafter referred to as "Data Collection Plan") contains such methodology and processes.

6.2 With respect to part II of the SEEMP, these Guidelines provide guidance for developing a ship-specific method to collect, aggregate, and report ship data with regard to annual fuel oil consumption, distance travelled, hours underway and other data required by regulation 22A of MARPOL Annex VI to be reported to the Administration.

6.3 Pursuant to regulation 5.4.5 of MARPOL Annex VI, the Administration should ensure that each ship's SEEMP complies with regulation 22.2 of MARPOL Annex VI prior to collecting any data.

7 GUIDANCE ON METHODOLOGY FOR COLLECTING DATA ON FUEL OIL CONSUMPTION, DISTANCE TRAVELLED AND HOURS UNDERWAY

Fuel oil¹ consumption

7.1 Fuel oil consumption should include all the fuel oil consumed on board including but not limited to the fuel oil consumed by the main engines, auxiliary engines, gas turbines, boilers and inert gas generator, for each type of fuel oil consumed, regardless of whether a ship is underway or not. Methods for collecting data on annual fuel oil consumption in metric tonnes include (in no particular order):

- .1 method using bunker delivery notes (BDNs):

This method determines the annual total amount of fuel oil used based on BDNs, which are required for fuel oil for combustion purposes delivered to and used on board a ship in accordance with regulation 18 of MARPOL Annex VI; BDNs are required to be retained on board for three years after the fuel oil has been delivered. The Data Collection Plan should set out how the ship will operationalize the summation of BDN information and conduct tank readings. The main components of this approach are as follows:

- .1 annual fuel oil consumption would be the total mass of fuel oil used on board the vessel as reflected in the BDNs. In this method, the BDN fuel oil quantities would be used to determine the annual total mass of fuel oil consumption, plus the amount of fuel oil left over from the last calendar year period and less the amount of fuel oil carried over to the next calendar year period;

¹ Regulation 2.9 of MARPOL Annex VI defines "fuel oil" as "fuel oil means any fuel delivered to and intended for combustion purposes for propulsion or operation on board a ship, including gas, distillate and residual fuels."

- .2 to determine the difference between the amount of remaining tank oil before and after the period, the tank reading should be carried out at the beginning and the end of the period;
- .3 in the case of a voyage that extends across the data reporting period, the tank reading should occur by tank monitoring at the ports of departure and arrival of the voyage and by statistical methods such as rolling average using voyage days;
- .4 fuel oil tank readings should be carried out by appropriate methods such as automated systems, soundings and dip tapes. The method for tank readings should be specified in the Data Collection Plan;
- .5 the amount of any fuel oil offloaded should be subtracted from the fuel oil consumption of that reporting period. This amount should be based on the records of the ship's oil record book; and
- .6 any supplemental data used for closing identified difference in bunker quantity should be supported with documentary evidence;

.2 method using flow meters:

This method determines the annual total amount of fuel oil consumption by measuring fuel oil flows on board by using flow meters. In case of the breakdown of flow meters, manual tank readings or other alternative methods will be conducted instead. The Data Collection Plan should set out information about the ship's flow meters and how the data will be collected and summarized, as well as how necessary tank readings should be conducted:

- .1 annual fuel oil consumption may be the sum of daily fuel oil consumption data of all relevant fuel oil consuming processes on board measured by flow meters;
- .2 the flow meters applied to monitoring should be located so as to measure all fuel oil consumption on board. The flow meters and their link to specific fuel oil consumers should be described in the Data Collection Plan;
- .3 note that it should not be necessary to correct this fuel oil measurement method for sludge if the flow meter is installed after the daily tank as sludge will be removed from the fuel oil prior to the daily tank;
- .4 the flow meters applied to monitoring fuel oil flow should be identified in the Data Collection Plan. Any consumer not monitored with a flow meter should be clearly identified, and an alternative fuel oil consumption measurement method should be included; and
- .5 calibration of the flow meters should be specified. Calibration and maintenance records should be available on board;

- .3 method using bunker fuel oil tank monitoring on board:
 - .1 to determine the annual fuel oil consumption, the amount of daily fuel oil consumption data measured by tank readings which are carried out by appropriate methods such as automated systems, soundings and dip tapes will be aggregated. The tank readings will normally occur daily when the ship is at sea and each time the ship is bunkering or de-bunkering; and
 - .2 the summary of monitoring data containing records of measured fuel oil consumption should be available on board.

7.2 Any corrections, e.g. density, temperature, if applied, should be documented².

Conversion factor C_F

7.3 If fuel oils are used that do not fall into one of the categories as described in the *2014 Guidelines on the method of calculation of the attained Energy Efficiency Design Index (EEDI) for new ships* (resolution MEPC.245(66)), as amended, and have no C_F -factor assigned (e.g. some "hybrid fuel oils"), the fuel oil supplier should provide a C_F -factor for the respective product supported by documentary evidence.

Distance travelled

7.4 Appendix IX of MARPOL Annex VI specifies that distance travelled should be submitted to the Administration and:

- .1 distance travelled over ground in nautical miles should be recorded in the log-book in accordance with SOLAS regulation V/28.1³;
- .2 the distance travelled while the ship is underway under its own propulsion should be included into the aggregated data of distance travelled for the calendar year; and
- .3 other methods to measure distance travelled accepted by the Administration may be applied. In any case, the method applied should be described in detail in the Data Collection Plan.

Hours underway

7.5 Appendix IX of MARPOL Annex VI specifies that hours underway should be submitted to the Administration. Hours underway should be an aggregated duration while the ship is underway under its own propulsion.

Data quality

7.6 The Data Collection Plan should include data quality control measures which should be incorporated into the existing shipboard safety management system. Additional measures to be considered could include:

- .1 the procedure for identification of data gaps and correction thereof; and

² For example, ISO 8217 provides a method for liquid fuel.

³ Distance travelled measured using satellite data is distance travelled over the ground.

- .2 the procedure to address data gaps if monitoring data is missing, for example, flow meter malfunctions.

A standardized data reporting format

7.7 Regulation 22A.3 of MARPOL Annex VI states that the data specified in appendix IX of the Annex are to be communicated electronically using a standardized form developed by the Organization. The collected data should be reported to the Administration in the standardized format shown in appendix 3.

8 DIRECT CO₂ EMISSIONS MEASUREMENT

8.1 Direct CO₂ emission measurement is not required by regulation 22A of MARPOL Annex VI.

8.2 Direct CO₂ emissions measurement, if used, should be carried out as follows:

- .1 this method is based on the determination of CO₂ emission flows in exhaust gas stacks by multiplying the CO₂ concentration of the exhaust gas with the exhaust gas flow. In case of the absence or/and breakdown of direct CO₂ emissions measurement equipment, manual tank readings will be conducted instead;
- .2 the direct CO₂ emissions measurement equipment applied to monitoring is located exhaustively so as to measure all CO₂ emissions in the ship. The locations of all equipment applied are described in this monitoring plan; and
- .3 calibration of the CO₂ emissions measurement equipment should be specified. Calibration and maintenance records should be available on board.

APPENDIX 1

**SAMPLE FORM OF SHIP MANAGEMENT PLAN TO
IMPROVE ENERGY EFFICIENCY
(PART I OF THE SEEMP)**

Name of ship:		Gross tonnage:	
Ship type:		Capacity:	

Date of development:		Developed by:	
Implementation period:	From: Until:	Implemented by:	
Planned date of next evaluation:			

1 MEASURES

Energy efficiency measures	Implementation (including the starting date)	Responsible personnel
Weather routing	<Example> Contracted with (Service providers) to use their weather routing system and start using on trial basis as of 1 July 2012.	<Example> The master is responsible for selecting the optimum route based on the information provided by (Service providers).
Speed optimization	While the design speed (85% MCR) is 19.0 kt, the maximum speed is set at 17.0 kt as of 1 July 2012.	The master is responsible for keeping the ship's speed. The log-book entry should be checked every day.

2 MONITORING

Description of monitoring tools

3 GOAL

Measurable goals

4 EVALUATION

Procedures of evaluation

APPENDIX 2

**SAMPLE FORM OF SHIP FUEL OIL CONSUMPTION DATA COLLECTION PLAN
(PART II OF THE SEEMP)****1 Ship particulars**

Name of ship	
IMO number	
Company	
Flag	
Ship type	
Gross tonnage	
NT	
DWT	
EEDI (if applicable)	
Ice class	

2 Record of revision of Fuel Oil Consumption Data Collection Plan

Date of revision	Revised provision

3 Ship engines and other fuel oil consumers and fuel oil types used

	Engines or other fuel oil consumers	Power	Fuel oil types
1	Type/model of main engine	(kW)	
2	Type/model of auxiliary engine	(kW)	
3	Boiler	(...)	
4	Inert gas generator	(...)	

4 Emission factor

C_F is a non-dimensional conversion factor between fuel oil consumption and CO₂ emission in the 2014 *Guidelines on the method of calculation of the attained Energy Efficiency Design Index (EEDI) for new ships* (resolution MEPC.245(66)), as amended. The annual total amount of CO₂ is calculated by multiplying annual fuel oil consumption and C_F for the type of fuel.

Fuel oil Type	C_F (t-CO ₂ / t-Fuel)
Diesel/Gas oil (e.g. ISO 8217 grades DMX through DMB)	3.206
Light fuel oil (LFO) (e.g. ISO 8217 grades RMA through RMD)	3.151
Heavy fuel oil (HFO) (e.g. ISO 8217 grades RME through RMK)	3.114
Liquefied petroleum gas (LPG) (Propane)	3.000
Liquefied petroleum gas (LPG) (Butane)	3.030
Liquefied natural gas (LNG)	2.750

Fuel oil Type	C_F (t-CO ₂ / t-Fuel)
Methanol	1.375
Ethanol	1.913
Other (.....)	

5 Method to measure fuel oil consumption

The applied method for measurement for this ship is given below. The description explains the procedure for measuring data and calculating annual values, measurement equipment involved, etc.

Method	Description

6 Method to measure distance travelled

Description

7 Method to measure hours underway

Description

8 Processes that will be used to report the data to the Administration

Description

9 Data quality

Description

APPENDIX 3

STANDARDIZED DATA REPORTING FORMAT FOR THE DATA COLLECTION SYSTEM

Method used to measure fuel oil consumption ⁹	Other(.....)	Fuel oil consumption (t)	Hours underway (h)	Distance Travelled (nm)	Auxiliary Engine(s)	Main Propulsion Power	Ice class ⁷ (if applicable)	EEDI (if applicable) ⁶ (gCO ₂ /t.nm)	DWT ⁵	NT ⁴	Gross tonnage ³	Ship type ²	IMO number ¹	End date (dd/mm/yyyy)	Start date (dd/mm/yyyy)
	(Cr:.....)														
	Ethanol (Cr: 1.913)														
	Methanol (Cr: 1.375)														
	LNG (Cr: 2.750)														
	LPG (Butane) (Cr: 3.030)														
	LPG (Propane)														
	HFO (Cr: 3.114)														
	LFO (Cr: 3.151)														
	Diesel/Gas Oil (Cr: 3.206)														

- 1 In accordance with the *IMO Ship Identification Number Scheme*, adopted by the Organization by resolution A.1078(28).
- 2 As defined in regulation 2 of MARPOL Annex VI or other (to be stated).
- 3 Gross tonnage should be calculated in accordance with the International Convention on Tonnage Measurement of Ships, 1969.
- 4 NT should be calculated in accordance with the International Convention on Tonnage Measurement of Ships, 1969. If not applicable, note "N/A".
- 5 DWT means the difference in tonnes between the displacement of a ship in water of relative density of 1025 kg/m³ at the summer load draught and the lightweight of the ship. The summer load draught should be taken as the maximum summer draught as certified in the stability booklet approved by the Administration or an organization recognized by it.
- 6 EEDI should be calculated in accordance with the *2014 Guidelines on the method of calculation of the attained Energy Efficiency Design Index (EEDI) for new ships*, as amended, adopted by resolution MEPC 245(66). If not applicable, note "N/A".
- 7 Ice class should be consistent with the definition set out in the *International Code for ships operating in polar waters (Polar Code)*, adopted by resolutions MEPC.264(68) and MSC.385(94)). If not applicable, note "N/A".
- 8 Power output (rated power) of main and auxiliary reciprocating internal combustion engines over 130 kW (to be stated in kW). Rated power means the maximum continuous rated power as specified on the nameplate of the engine.
- 9 Method used to measure fuel oil consumption: 1: method using BDNs, 2: method using flow meters, 3: method using bunker fuel oil tank monitoring

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MEPC.1/Circ.876
16 April 2018

**SAMPLE FORMAT FOR THE CONFIRMATION OF COMPLIANCE, EARLY SUBMISSION
OF THE SEEMP PART II ON THE SHIP FUEL OIL CONSUMPTION DATA COLLECTION
PLAN AND ITS TIMELY VERIFICATION PURSUANT TO REGULATION 5.4.5 OF
MARPOL ANNEX VI**

1 The Marine Environment Protection Committee, at its seventieth session, adopted resolution MEPC.278(70) on *Amendments to MARPOL Annex VI on Data collection system for fuel oil consumption of ships*, which entered into force on 1 March 2018.

2 In accordance with regulation 22.2 of MARPOL Annex VI, on or before 31 December 2018, in the case of a ship of 5,000 gross tonnage and above, the Ship Energy Efficiency Management Plan (SEEMP) shall include a description of the methodology that will be used to collect the data required by regulation 22A of MARPOL Annex VI and the process that will be used to report the data to the ship's Administration.

3 In addition, in accordance with regulation 5.4.5 of MARPOL Annex VI, the Administration shall ensure that for each ship to which regulation 22A applies, the SEEMP complies with regulation 22.2. This shall be done prior to collecting data under regulation 22A in order to ensure the methodology and process are in place prior to the beginning of the ship's first reporting period. Confirmation of compliance shall be provided to and retained on board the ship.

4 The Marine Environment Protection Committee, at its seventy-second session (9 to 13 April 2018), having recognized the need for smooth implementation and uniform application of the aforementioned amendments to MARPOL Annex VI, approved a sample format for the Confirmation of compliance pursuant to regulation 5.4.5 of MARPOL Annex VI, as set out in the annex, and agreed to encourage early submission of SEEMP part II from ships to the Administration or any organization duly authorized by it for its timely verification.

5 Member Governments are invited to:

- .1 encourage stakeholders concerned to submit SEEMP part II to the Administration or its recognized organization by 1 September 2018;
- .2 use the annexed sample format when applying regulation 5.4.5 of MARPOL Annex VI; and
- .3 bring the present circular to the attention of their Administration, industry, relevant shipping organizations, shipping companies and other stakeholders concerned, as appropriate.

ANNEX

SAMPLE FORMAT FOR CONFIRMATION OF COMPLIANCE

CONFIRMATION OF COMPLIANCE – SEEMP PART II

Issued under the provisions of the Protocol of 1997, as amended, to amend the International Convention for the Prevention of Pollution by Ships, 1973, as modified by the Protocol of 1978 related thereto (hereinafter referred to as "the Convention") under the authority of the Government of:

.....
(full designation of the Party)

by
(full designation of the competent person or organization authorized under the provisions of the Convention)

Particulars of ship*

Name of ship

Distinctive number or letters.

IMO Number[†]

Port of registry

Gross tonnage.

SEEMP part II date of revision, as applicable

THIS IS TO CONFIRM:

Taking into account the *2016 Guidelines for the development of a Ship Energy Efficiency Management Plan (SEEMP)* adopted by resolution MEPC.282(70), the ship's SEEMP has been developed and complies with regulation 22.2 of Annex VI of the Convention.

Issued at:
(place of issue of Confirmation)

Date (dd/mm/yyyy)
(date of issue) (signature of duly authorized official
issuing the Confirmation)

(seal or stamp of the authority, as appropriate)

* Alternatively, the particulars of the ship may be placed horizontally in boxes.

[†] In accordance with the *IMO Ship Identification Number Scheme*, adopted by the Organization by resolution A.1117(30).

ANNEX 16

**RESOLUTION MEPC.292(71)
(adopted on 7 July 2017)**

**2017 GUIDELINES FOR ADMINISTRATION VERIFICATION
OF SHIP FUEL OIL CONSUMPTION DATA**

THE MARINE ENVIRONMENT PROTECTION COMMITTEE,

RECALLING Article 38(a) of the Convention on the International Maritime Organization concerning the functions of the Marine Environment Protection Committee conferred upon it by international conventions for the prevention and control of marine pollution from ships,

RECALLING ALSO that it adopted, by resolution MEPC.203(62), amendments to the annex of the Protocol of 1997 to amend the International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 relating thereto (inclusion of regulations on energy efficiency for ships in MARPOL Annex VI),

NOTING that the aforementioned amendments to MARPOL Annex VI, which included a new chapter 4 on regulations on energy efficiency for ships in the Annex, entered into force on 1 January 2013,

NOTING ALSO that it adopted, by resolution MEPC.278(70), amendments to MARPOL Annex VI related to the data collection system for ship fuel oil consumption which are expected to enter into force on 1 March 2018 upon their deemed acceptance on 1 September 2017,

NOTING FURTHER that regulation 22A.7 of MARPOL Annex VI requires that ship fuel oil consumption data shall be verified according to procedures established by the Administration, taking into account guidelines developed by the Organization,

RECOGNIZING that the aforementioned amendments to MARPOL Annex VI require relevant guidelines for uniform and effective implementation of the regulations and to provide sufficient lead time for industry to prepare,

HAVING CONSIDERED, at its seventy-first session, draft 2017 Guidelines for Administration verification of ship fuel oil consumption data,

1 ADOPTS the *2017 Guidelines for Administration verification of ship fuel oil consumption data* (the 2017 Guidelines), as set out in the annex to the present resolution;

2 INVITES Administrations to take the annexed 2017 Guidelines into account when developing and enacting national laws which give force to and implement requirements set forth in regulation 22A of MARPOL Annex VI, as amended;

3 REQUESTS the Parties to MARPOL Annex VI and other Member Governments to bring the annexed 2017 Guidelines to the attention of masters, seafarers, shipowners, ship operators and any other interested parties;

4 AGREES to keep the 2017 Guidelines under review in light of experience gained with their implementation.

ANNEX

2017 GUIDELINES FOR ADMINISTRATION VERIFICATION OF SHIP FUEL OIL CONSUMPTION DATA

1 INTRODUCTION

1.1 Regulation 22A of MARPOL Annex VI establishes the IMO Ship Fuel Oil Consumption Database, to be administered by the Organization, to which each Administration will submit relevant data for their registered ships of 5,000 gross tonnage (GT) and above. Regulation 22A.7 specifies that "the data shall be verified according to procedures established by the Administration, taking into account guidelines to be developed by the Organization". This document contains the Guidelines referred to in that regulation and is intended to assist Administrations in developing their own verification programme.

1.2 A data verification procedure should ensure the reliability of the collected data while minimizing the costs and associated burdens to the ship and the Administration.

2 DEFINITIONS

For the purpose of these Guidelines, the definitions in MARPOL Annex VI apply.

3 RESPONSIBILITIES

3.1 The responsibilities of Administrations and ships are set out in MARPOL Annex VI. These Guidelines do not change those or create any new obligations.

3.2 Under the data collection system for fuel oil consumption of ships, as specified in MARPOL Annex VI, an Administration may authorize an organization¹ to receive the data from a ship, verify the data for compliance with the requirements, issue the Statement of Compliance, submit the data to the Organization and perform other actions authorized by the Administration with respect to the IMO Ship Fuel Oil Consumption Database. In every case, the Administration assumes full responsibility for all tasks conducted by the Administration or any organization duly authorized by it (hereinafter referred to as "the Administration").

4 VERIFICATION OF THE REPORTED DATA

4.1 To facilitate data verification, the Administration should indicate what additional documentation a ship should submit along with its annual data report. Specification of this documentation can be done on a ship basis, as part of the assessment of the Data Collection Plan², or it may be done as a general policy statement or through such other policy instruments as the Administration deems appropriate. Additional documentation to facilitate data verification may include the following, as well as other documentation that the Administration deems relevant:

- .1 a copy of the ship's Data Collection Plan;

¹ Refer to the *Guidelines for the Authorization of organizations acting on behalf of the Administration*, adopted by the Organization by resolution A.739(18), as amended by resolution MSC.208(81), and the *Specifications on the Survey and Certification Functions of Recognized Organizations Acting on Behalf of the Administration*, adopted by the Organization by resolution A.789(19), as may be amended by the Organization.

² Refer to the 2016 Guidelines for the development of a Ship Energy Efficiency Management Plan (SEEMP), adopted by resolution MEPC.282(70).

- .2 summaries of bunker delivery notes (BDNs), in sufficient detail to show that all fuel oil consumed by the ship is accounted for (see sample form of BDN summary set out in appendix 1);
- .3 summaries of disaggregated data of fuel oil consumption, distance travelled and hours underway, in a format specified by the Administration (see sample form of data summary set out in appendix 2);
- .4 information to demonstrate that the ship followed the Data Collection Plan set out in its SEEMP, including information on data gaps and how they were filled as well as how the event that caused the data gap was resolved; and
- .5 copies of documents containing information on the amount of fuel oil consumption, distance travelled and hours underway for the ship's voyages during the reporting period (e.g. the ship's official logbook, oil record book, BDNs, arrival/noon/departure reports, etc.).

4.2 In addition to the documentation described in paragraph 4.1, the Administration may request a ship to submit such documentation needed to perform a comprehensive review of a ship's annual fuel oil consumption, distance travelled, and hours underway. The Administration may request this documentation be submitted by all ships or a subset of the ships subject to its jurisdiction. This documentation may be used by the Administration to verify whether the ship followed the methodology specified in its Data Collection Plan, with a view to confirming:

- .1 consistency of reported data and calculated values, including with previous reporting periods (if applicable), through recalculating the annual reported values using the underlying data, etc.;
- .2 completeness of data (e.g. perform substantive testing based on reconciliation, recalculations, and document cross-check, for example with official logbook and/or arrival/noon/departure reports, recalculate hours underway and total quantities of fuel oil used and distance travelled); and
- .3 reliability and accuracy of the data (e.g. test that the data quality procedures as described in the Data Collection Plan (see section 9 of sample form of Data Collection Plan, as set out in appendix 2 of the *2016 Guidelines for the development of a ship energy efficiency management plan (SEEMP)*) have been properly implemented, carry out site visits (typically to the Company's offices rather to the ship) to test the systems, processes and the control activities) through corroborating fuel oil consumption data with distance travelled and hours underway, comparing reported fuel oil consumption with that which is expected for the ship size, operational profile, and technical characteristics, and/or comparing reported fuel oil consumption total fuel bunkered, etc.

4.3 Should any discrepancy be identified by the Administration in the reported data, it should be communicated to the Company on a timely basis for correction. On receipt of corrected data from the Company and satisfactory completion of the verification, the Statement of Compliance will be issued by the Administration.

APPENDIX 1

SAMPLE OF THE BDN SUMMARIES

Date of Operations (dd/mm/yyyy)	Fuel Oil Type/Mass(MT)							Descriptions
	DO/GO	LFO	HFO	LPG(P)	LPG(B)	LNG	Others(Cr)	
① BDN								
09/01/2019								
02/05/2019			150					
08/07/2019								
09/10/2019								
10/12/2019			300					
①Annual Supply Amount	0	0	450	0	0	0	0	
② Correction for the tank oil remainings								
01/01/2019			400					
31/12/2019			200					
②Correction for the tank oil remainings	0	0	200	0	0	0	0	The difference in the amount of the remaining tank oil at the beginning/end of the data collection period.
③ Other corrections								
30/03/2019								
15/09/2019								
31/12/2019								
③Annual other corrections	0	0	0	0	0	0	0	
Annual Fuel Consumption								
Annual Fuel Consumption ((①)+(②)+(③))	0	0	650	0	0	0	0	

Explanatory remarks;

If bunker supply/correction data have been recorded in a Company's electronic reporting system, the data is acceptable to be submitted in the existing format instead of submitting the data by this format.

APPENDIX 2

SAMPLE OF THE COLLECTED DATA SUMMARIES

Date from (dd/mm/yyyy)	Date to* (dd/mm/yyyy)	Distance Travelled (n.m)	Hours Underway (hh:mm)	Fuel Consumption (Metric tons)						
				DO/GO	LFO	HFO	LPG(P)	LPG(B)	LNG	Others(Cr)
01/01/2019		210	24:00	2	3	19	0	0	0	0
02/01/2019		283	24:00	2	0	20	0	0	0	0
03/01/2019		321	24:00	2	0	18	0	0	0	0
04/01/2019		221	24:00	1	0	19	0	0	0	0
05/01/2019		320	18:00	2	0	13	0	0	0	0
06/01/2019		302	24:00	2	0	17	0	0	0	0
07/01/2019		210	24:00	1	0	19	0	0	0	0
08/01/2019		302	24:00	1	0	20	0	0	0	0
09/01/2019		280	24:00	2	0	21	0	0	0	0
10/01/2019		50	01:00	3	0	2	0	0	0	0
11/01/2019		198	24:00	3	0	21	0	0	0	0
.	
.	
.	
30/12/2019		320	24:00	0	0	20	0	0	0	0
31/12/2019		213	24:00	1	0	17	0	0	0	0
Annual Total										

*In the case of daily underlying data, this column would be left in blank.

Explanatory remarks;

If the listed data in the format have been recorded in a Company's electronic reporting system, the data is acceptable to be submitted in the existing format instead of submitting the data by this format.
