

Ref : DMA/AIFI/98/C 1011

Date: 15/04/2019

Dear Captain  
Good Day,

Please note with the aim of promoting the safety standards, finding and rectifying the relevant deficiencies and getting ready for any FSC/PSC inspections, it has been decided to arrange for various campaigns to be held on board fleet vessels. The selection of the subject of these campaigns is based on the various factors such as the areas where we had the most PSC & FSC deficiencies on board the fleet vessels, the deficiency statistics in Paris, Tokyo and Indian Ocean MOUs and other factors. To assist our esteemed colleagues on board fleet vessels checklists will be prepared and sent for each campaign.

The new campaign to be held is "Certificates & Documentation Campaign", using the attached checklist. The campaign will last for three months, from 15/04/2019 till 15/07/2019, and shall be carried out as explained below:

AA)) The checklist items shall be thoroughly inspected and any deficiencies, shortcomings and/or requirements shall be noted in the remarks column, and then the completed form shall be sent within the next 10 days, namely before 26 / 04 / 2019:

To: your vessel's concerned SM-Dept.

CC: [dma@sealeaders.com](mailto:dma@sealeaders.com)

The concerned SM-Dept. shall then arrange to rectify all the shortcomings/discrepancies accordingly.

BB)) Using the same checklist, campaign inspections shall be conducted onboard all fleet vessels within the next 3 months, by the colleagues from the concerned SM department or DMA, while vessels call home ports.

NOTE: It is necessary to verify the important particulars of the certificates are correct by cross-checking with the related detail, such as:

- Owner address in CSR, C.o.R., ISM declaration.
- Company (Ship management Co.) address in ISM Declaration
- GT, NT, etc.
- Name, Call sign, etc.

**\*\* For further clarification please refer to attached IMO Cir. MSC.1/Circ.1586 (List of Certificates and Documents Required to be Carried on Board Ships, 2017)**

You are requested to confirm receipt, discuss the contents in the next consolidated meeting on board & keep a copy in the file DA-11 .

Best Regards,  
Capt. A. Amini  
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ROD Ship Management Co.

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FAL.2/Circ.131  
MEPC.1/Circ.873  
MSC.1/Circ.1586  
LEG.2/Circ.3  
19 July 2017

**LIST OF CERTIFICATES AND DOCUMENTS REQUIRED  
TO BE CARRIED ON BOARD SHIPS, 2017**

1 The Facilitation Committee, at its forty-first session, the Marine Environment Protection Committee, at its seventieth session, the Maritime Safety Committee, at its ninety-seventh session, and the Legal Committee, at its one hundred and fourth session, approved the List of certificates and documents required to be carried on board ships, 2017, as set out in the annex.

2 This work was carried out in accordance with the provisions of section 2 of the annex to the FAL Convention concerning formalities required of shipowners by public authorities on the arrival, stay and departure of ships. It is reiterated that these provisions should not be read as precluding a requirement for the presentation for inspection by the appropriate authorities of certificates and other documents carried by the ship pertaining to its registry, measurement, safety, manning, classification and other related matters.

3 Since the issuance of FAL.2/Circ.127-MEPC/Circ.817-MSC/Circ.1462, several instruments addressed in that circular have been amended. New instruments have been added, including the International Convention for the Control and Management of Ships' Ballast Water and Sediments, 2004 and Nairobi International Convention on the Removal of Wrecks, 2007. Further, pursuant to a decision of the Legal Committee taken at its 103rd session, this document is now also a LEG circular.

4 This circular lists only the certificates and documents that are required under IMO instruments and it does not include certificates or documents required by other international organizations or governmental authorities.

5 This circular should not be used in the context of port State control inspections for which convention requirements should be referred to.

6 Member Governments are invited to note the information provided in the annex and take action as appropriate.

7 This circular supersedes FAL.2/Circ.127-MEPC/Circ.817-MSC/Circ.1462.

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**ANNEX**

**CERTIFICATES AND DOCUMENTS REQUIRED  
 TO BE CARRIED ON BOARD SHIPS, 2017**

(Note: All certificates to be carried on board must be valid and drawn up in the form corresponding to the model where required by the relevant international convention or instrument)

No.	Contents	Reference
1	<b>All ships to which the referenced convention applies</b>	
	<b>International Tonnage Certificate (1969)</b> 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 Convention.	Tonnage 1969, article 7
	<b>International Load Line Certificate</b> An International Load Line Certificate shall be issued under the provisions of the International Convention on Load Lines, 1966, to every ship which has been surveyed and marked in accordance with the Convention or the Convention as modified by the 1988 LL Protocol, as appropriate.	LL 1966, article 16; LL PROT 1988, article 16
	<b>International Load Line Exemption Certificate</b> An International Load Line Exemption Certificate shall be issued to any ship to which an exemption has been granted under and in accordance with article 6 of the Load Line Convention or the Convention as modified by the 1988 LL Protocol, as appropriate.	LL 1966, article 16; LL PROT 1988, article 16
	<b>Exemption Certificate<sup>1</sup></b> 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; SOLAS PROT 1988, regulation I/12

<sup>1</sup> SLS.14/Circ.115, Add.1, Add.2 and Add.3 refer to the issue of exemption certificate.

No.	Contents	Reference
	<p><b>Coating Technical File</b>            A Coating Technical File, containing specifications of the coating system applied, where applicable, to dedicated seawater ballast tanks in all types of ships and double-side skin spaces of bulk carriers of 150 m in length and upwards and cargo oil tanks of crude oil tankers, record of the shipyard's and shipowner's coating work, detailed criteria for coating sections, job specifications, inspection, maintenance and repair, shall be kept on board and maintained throughout the life of the ship.</p>	<p>SOLAS 1974, regulation II-1/3-2 and II-1/3-11; resolution MSC.215(82), as amended by resolution MSC.341(91) and MSC.1/Circ.1381; resolution MSC.288(87) as modified by circular MSC.1/Circ.1381 and amended by resolution MSC.342(91)</p>
	<p><b>Emergency Towing Procedure</b>            All ships shall be provided with a ship-specific emergency towing procedure. Such a procedure shall be carried on board the ship for use in emergency situations and shall be developed based on the guidelines developed by the Organization.</p>	<p>SOLAS, regulation II-1/3-4; MSC.1/Circ.1255</p>
	<p><b>Construction drawings</b>            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.</p>	<p>SOLAS 1974, regulation II-1/3-7; MSC/Circ.1135</p>

No.	Contents	Reference
	<p><b>Ship Construction File</b>            A Ship Construction File with specific information should be kept on board oil tankers of 150 m in length and above and bulk carriers of 150 m in length and above, constructed with single deck, top-side tanks and hopper side tanks in cargo spaces, excluding ore carriers and combination carriers:</p> <p>.1 for which the building contract is placed on or after 1 July 2016;</p> <p>.2 in the absence of a building contract, the keels of which are laid or which are at a similar stage of construction on or after 1 July 2017; or</p> <p>.3 the delivery of which is on or after 1 July 2020 shall carry a Ship Construction File containing information in accordance with regulations and guidelines,</p> <p>and updated as appropriate throughout the ship's life in order to facilitate safe operation, maintenance, survey, repair and emergency measures.</p>	<p>SOLAS 1974, regulation II-1/3-10; MSC.1/Circ.1343</p>
	<p><b>Noise Survey Report</b>            Applicable to new ships of 1,600 gross tonnage and above, excluding dynamically supported crafts, high-speed crafts, fishing vessels, pipe-laying barges, crane barges, mobile offshore drilling units, pleasure yachts not engaged in trade, ships of war and troopships, ships not propelled by mechanical means, pile driving vessels and dredgers.</p> <p>A noise survey report shall always be carried on board and be accessible for the crew.</p> <p>For existing ships, refer to section "Other certificates and documents which are not mandatory – Noise Survey Report" (resolution A.468(XII)).</p>	<p>SOLAS 1974, regulation II-1/3-12; Noise Code, section 4.3</p>

No.	Contents	Reference
	<p><b>Stability information</b>            Every passenger ship regardless of size and every cargo ship of 24 m and over shall be inclined on completion and the elements of their stability determined. The master shall be supplied with stability information containing such information as is necessary to enable him, by rapid and simple procedures, to obtain accurate guidance as to the stability of the ship under varying conditions of service to maintain the required intact stability and stability after damage. For bulk carriers, the information required in a bulk carrier booklet may be contained in the stability information.</p>	<p>SOLAS 1974, regulations II-1/5 and II-1/5-1;            LL 1966, regulation 10;            LL Protocol 1988, regulation 10</p>
	<p><b>Damage control plans and booklets</b>            On passenger and cargo ships, there shall be permanently exhibited 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. Booklets containing the aforementioned information shall be made available to the officers of the ship.</p>	<p>SOLAS 1974, regulation II-1/19;            MSC.1/Circ.1245</p>
	<p><b>Manoeuvring booklet</b>            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.</p>	<p>SOLAS 1974, regulation II-1/28</p>
	<p><b>Evaluation of the alternative design and arrangements</b>            Where applicable, a copy of the documentation, as approved by the Administration, indicating that the alternative design and arrangements comply with this regulation shall be carried onboard the ship.</p>	<p>SOLAS 1974, regulations II-1/55.4.2, II-2/17.4.2, and III/38.4.2</p>
	<p><b>Maintenance plans</b>            The maintenance plan shall include the necessary information about fire protection systems and fire-fighting systems and appliances as required by regulation II-2/14.2.2. For tankers, additional requirements are referred to in regulation II-2/14.4.</p> <p>For passenger ships carrying more than 36 Passengers, the maintenance plan should include low-location lighting and public address system as required by SOLAS regulation II-2/14.3.</p>	<p>SOLAS 1974, regulations II-2/14.2.2, II-2/14.3 and and II-2/14.4</p>

No.	Contents	Reference
	<p><b>Onboard training and drills record</b>            Fire drills shall be conducted and recorded in accordance with the provisions of regulations III/19.3 and III/19.5.</p>	<p>SOLAS 1974,            regulation II-2/15.2.2.5</p>
	<p><b>Fire safety training manual</b>            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.</p>	<p>SOLAS 1974,            regulation II-2/15.2.3</p>
	<p><b>Fire control plan/booklet</b>            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, at the discretion of the Administration, 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 shoreside fire-fighting personnel.</p>	<p>SOLAS 1974,            regulations II-2/15.2.4            and II-2/15.3.2</p>
	<p><b>Fire safety operational booklet</b>            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.</p>	<p>SOLAS 1974,            regulation II-2/16.2</p>
	<p><b>Operations manual for helicopter facility</b>            Each helicopter facility, if fitted, shall have an operations manual, including a description and a checklist of safety precautions, procedures and equipment requirements. This manual may be part of the ship's emergency response procedures</p>	<p>SOLAS 1974,            regulation II-2/18.8.1</p>



No.	Contents	Reference
	<p><b>Statement of acceptance of the installation of replacement release and retrieval system to an existing lifeboat</b></p> <p>For all ships, no later than the first scheduled dry-docking after 1 July 2014, but no later than 1 July 2019, lifeboat on-load release mechanisms not complying with paragraphs 4.4.7.6.4 to 4.4.7.6.6 of the LSA Code shall be replaced with equipment that complies with the Code.</p>	<p>SOLAS 1974, regulation III/1.5; LSA Code, para. 4.4.7.6; MSC.1/Circ.1392/Corr.1</p>
	<p><b>Muster list and emergency instructions</b></p> <p>All ships shall be provided with muster list and emergency instructions, which shall comply with the requirements of regulation 37 and be exhibited in conspicuous places throughout the ship including the navigation bridge, engine-room and crew accommodation spaces. In the case of passenger ships, these instructions shall be drawn up in the language(s) required by its flag State and in the English language.</p>	<p>SOLAS 1974, regulations III/8 and III/37</p>
	<p><b>Ship-specific Plans and Procedures for Recovery of Persons from the Water</b></p> <p>All ships shall have ship-specific plans and procedures for recovery of persons from the water. Ships constructed before 1 July 2014 shall comply with this requirement by the first periodical or renewal safety equipment survey of the ship to be carried out after 1 July 2014, whichever comes first.</p> <p>Ro-ro passenger ships which comply with regulation III/26.4 shall be deemed to comply with this regulation.</p> <p>The Plans and Procedures should be considered as a part of the emergency preparedness plan required by paragraph 8 of the ISM Code.</p>	<p>SOLAS 1974 regulation, III/17-1; resolution MSC.346(91); MSC.1/Circ.1447</p>
	<p><b>Training manual</b></p> <p>The training manual, which may comprise several volumes, shall contain instructions and information, in easily understood terms illustrated wherever possible, on the life-saving appliances provided in the ship and on the best methods of survival. Any part of such information may be provided in the form of audio-visual aids in lieu of the manual.</p>	<p>SOLAS 1974, regulation III/35</p>

No.	Contents	Reference
	<p><b>Radio record</b>            A record shall be kept, to the satisfaction of the Administration 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.</p>	SOLAS 1974, regulation IV/17
	<p><b>Minimum safe manning document</b>            Every ship to which chapter I of the Convention applies shall be provided with an appropriate safe manning document or equivalent issued by the Administration as evidence of the minimum safe manning.</p>	SOLAS 1974, regulation V/14.2
	<p><b>Voyage data recorder system – certificate of compliance</b>            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.</p>	SOLAS 1974, regulation V/18.8
	<p><b>AIS test report</b>            The Automatic Identification System (AIS) shall be subjected to an annual test by an approved surveyor or an approved testing or servicing facility. A copy of the test report shall be retained on board and should be in accordance with a model form set out in the annex to MSC.1/Circ.1252.</p>	SOLAS 1974, regulation V/18.9; MSC.1/Circ.1252
	<p><b>Nautical charts and nautical publications</b>            Nautical charts and nautical publications for the intended voyage shall be adequate and up to date. An electronic chart display and information system (ECDIS) is also accepted as meeting the chart carriage requirements of this subparagraph.</p>	SOLAS 1974, regulations V/19.2.1.4 and V/27
	<p><b>LRIT conformance test report</b>            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 of MSC.1/Circ.1307.</p>	SOLAS 1974, regulation V/19-1; MSC.1/Circ.1307

No.	Contents	Reference
	<p><b>International Code of Signals and a copy of Volume III of IAMSAR Manual</b>            All ships required to carry a radio installation shall carry the International Code of Signal; all ships shall carry an up-to-date copy of Volume III of the International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual.</p>	<p>SOLAS 1974, regulation V/21</p>
	<p><b>Records for pilot ladders used for pilot transfer</b>            All pilot ladders used for pilot transfer shall be clearly identified with tags or other permanent marking so as to enable identification of each appliance for the purposes of survey, inspection and record keeping. A record shall be kept on the ship as to the date the identified ladder is placed into service and any repairs effected.</p>	<p>SOLAS 1974 regulation V/23.2.4</p>
	<p><b>Records of navigational activities</b>            All ships engaged on international voyages shall keep on board a record of navigational activities and incidents including drills and pre-departure tests. When such information is not maintained in the ship's logbook, it shall be maintained in another form approved by the Administration.</p>	<p>SOLAS 1974, regulations V/26 and V/28.1</p>
	<p><b>Cargo Securing Manual</b>            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 Administration. 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.</p>	<p>SOLAS 1974, regulations VI/5.6 and VII/5; MSC.1/Circ.1353/Rev.1</p>
	<p><b>Material Safety Data Sheets (MSDS)</b>            Ships carrying oil or oil fuel, as defined in regulation 1 of annex 1 of the International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 relating thereto, shall be provided with material safety data sheets, based on the recommendations developed by the Organization, prior to the loading of such oil as cargo in bulk or bunkering of oil fuel.</p>	<p>SOLAS 1974, regulation VI/5-1; resolution MSC.286(86)</p>

No.	Contents	Reference
	<p><b>Safety Management Certificate</b>            A Safety Management Certificate shall be issued to every ship by the Administration or an organization recognized by the Administration. The Administration 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.</p>	<p>SOLAS 1974, regulation IX/4;            ISM Code, paragraph 13</p>
	<p><b>Document of Compliance</b>            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.</p>	<p>SOLAS 1974, regulation IX/4;            ISM Code, paragraph 13</p>
	<p><b>Continuous Synopsis Record (CSR)</b>            Every ship to which chapter I of the Convention applies shall be issued with a Continuous Synopsis Record. The Continuous Synopsis Record provides an onboard record of the history of the ship with respect to the information recorded therein.</p>	<p>SOLAS 1974, regulation XI-1/5</p>
	<p><b>Ship Security Plan and associated records</b>            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:</p> <ul style="list-style-type: none"> <li>.1 training, drills and exercises;</li> <li>.2 security threats and security incidents;</li> <li>.3 breaches of security;</li> <li>.4 changes in security level;</li> <li>.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;</li> <li>.6 internal audits and reviews of security activities;</li> <li>.7 periodic review of the ship security assessment;</li> <li>.8 periodic review of the ship security plan;</li> <li>.9 implementation of any amendments to the plan; and</li> <li>.10 maintenance, calibration and testing of any security equipment provided on board, including testing of the ship security alert system.</li> </ul>	<p>SOLAS 1974, regulation XI-2/9;            ISPS Code. part A, sections 9 and 10</p>

No.	Contents	Reference
	<p><b>International Ship Security Certificate (ISSC) or Interim International Ship Security Certificate</b>            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.</p>	<p>SOLAS 1974, regulation XI-2/9.1.1; ISPS Code, part A, section 19 and appendices.</p>
	<p><b>International Oil Pollution Prevention Certificate</b>            An international Oil Pollution Prevention Certificate shall be issued, after survey in accordance with regulation 6 of Annex I of MARPOL, to any oil tanker of 150 gross tonnage and above and any other ship of 400 gross tonnage and above which is engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties to MARPOL. The certificate is supplemented with a Record of Construction and Equipment for Ships other than Oil Tankers (Form A) or a Record of Construction and Equipment for Oil Tankers (Form B), as appropriate.</p>	<p>MARPOL Annex I, regulation 7</p>
	<p><b>Oil Record Book</b>            Every oil tanker of 150 gross tonnage and above and every ship of 400 gross tonnage and above other than an oil tanker 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).</p>	<p>MARPOL Annex I, regulations 17 and 36</p>
	<p><b>Shipboard Oil Pollution Emergency Plan</b>            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 Administration.</p>	<p>MARPOL Annex I, regulation 37; resolution MEPC.54(32), as amended by resolution MEPC.86(44)</p>
	<p><b>International Sewage Pollution Prevention Certificate</b>            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, to any ship which is required to comply with the provisions of that Annex and is engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties to the Convention.</p>	<p>MARPOL Annex IV, regulation 5; MEPC/Circ.408</p>

No.	Contents	Reference
	<p><b>Document of approval for the rate of sewage discharge</b>            Untreated sewage from ships other than passenger ships in all areas and from passenger ships outside special areas that has been stored in holding tanks shall be discharged at a moderate rate approved by the Administration based upon the standards developed by the Organization.</p>	<p>MARPOL Annex IV, regulation 11.1.1; resolution MEPC.157(55)</p>
	<p><b>Garbage Management Plan</b>            Every ship of 100 gross tonnage and above and every ship which is certified to carry 15 persons or more shall carry a garbage management plan which the crew shall follow.</p>	<p>MARPOL Annex V, regulation 10; resolution MEPC.220(63)</p>
	<p><b>Garbage Record Book</b>            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 seabed shall be provided with a Garbage Record Book.</p>	<p>MARPOL Annex V, regulation 10</p>
	<p><b>International Air Pollution Prevention Certificate</b>            Ships constructed before the date of entry into force of the Protocol of 1997 shall be issued with an International Air Pollution Prevention Certificate. Any ship of 400 gross tonnage and above engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties and platforms and drilling rigs engaged in voyages to waters under the sovereignty or jurisdiction of other Parties to the Protocol of 1997 shall be issued with an International Air Pollution Prevention Certificate.</p>	<p>MARPOL Annex VI, regulation 6</p>
	<p><b>International Energy Efficiency Certificate</b>            An International Energy Efficiency Certificate for the ship shall be issued after a survey in accordance with the provisions of regulation 5.4 to any ships of 400 gross tonnage and above before that ship may engage in voyages to ports or offshore terminals under the jurisdiction of other Parties.</p>	<p>MARPOL Annex VI, regulation 6</p>
	<p><b>Ozone-depleting Substances Record Book</b>            Each ship subject to MARPOL Annex VI, regulation 6.1 that has rechargeable systems that contain ozone-depleting substances shall maintain an ozone-depleting substances record book.</p>	<p>MARPOL Annex VI, regulation 12.6</p>



No.	Contents	Reference
	<p><b>Fuel Oil Changeover Procedure and Logbook (record of fuel changeover)</b>            Those ships using separate fuel oils to comply with MARPOL Annex VI, regulation 14.3 and entering or leaving an emission control area shall carry a written procedure showing how the fuel oil changeover is to be done. The volume of low-sulphur fuel oils in each tank as well as the date, time and position of the ship when any fuel oil changeover operation is completed prior to the entry into an emission control area or commenced after exit from such an area shall be recorded in such logbook as prescribed by the Administration.</p>	<p>MARPOL Annex VI, regulation 14.6</p>
	<p><b>Manufacturer's Operating Manual for Incinerators</b>            Incinerators installed in accordance with the requirements of MARPOL Annex VI, regulation 16.6.1 shall be provided with a Manufacturer's Operating Manual, which is to be retained with the unit.</p>	<p>MARPOL Annex VI, regulation 16.7</p>
	<p><b>Bunker Delivery Note and Representative Sample</b>            Bunker Delivery Note and representative sample of the fuel oil delivered shall be kept on board in accordance with requirements of MARPOL Annex VI, regulations 18.6 and 18.8.1.</p>	<p>MARPOL Annex VI, regulations 18.6 and 18.8.1</p>
	<p><b>EEDI Technical File</b>            Applicable to ships falling into one or more of the categories in MARPOL Annex VI, regulations 2.25 to 2.35.</p>	<p>MARPOL Annex VI, regulation 20</p>
	<p><b>Ship Energy Efficiency Management Plan (SEEMP)</b>            All ships of 400 gross tonnage and above, excluding platforms (including FPSOs and FSUs) and drilling rigs, regardless of their propulsion, shall keep on board a ship specific Ship Energy Efficiency Management Plan (SEEMP). This may form part of the ship's Safety Management System (SMS).</p>	<p>MARPOL Annex VI, regulation 22;            MEPC.1/Circ.795</p>
	<p><b>Technical File</b>            Every marine diesel engine installed on board a ship shall be provided with a Technical File. The Technical File shall be prepared by the applicant for engine certification and approved by the Administration, and is required to accompany an engine throughout its life on board ships. The Technical File shall contain the information as specified in paragraph 2.4.1 of the NO<sub>x</sub> Technical Code, 2008.</p>	<p>NO<sub>x</sub> Technical Code 2008, paragraph 2.3.4</p>

No.	Contents	Reference
	<p><b>Record Book of Engine Parameters</b>            Where the Engine Parameter Check method in accordance with paragraph 6.2 of the NO<sub>x</sub> Technical Code, 2008 is used to verify compliance, if any adjustments or modifications are made to an engine after its pre-certification, a full record of such adjustments or modifications shall be recorded in the engine's Record Book of Engine Parameters.</p>	<p>NO<sub>x</sub> Technical Code 2008, paragraph 2.3.7</p>
	<p><b>Certificates for masters, officers or ratings</b>            Certificates for masters, officers or ratings shall be issued to those candidates who, to the satisfaction of the Administration, meet the requirements for service, age, medical fitness, training, qualifications and examinations in accordance with the appropriate provisions of the 1978 STCW Convention and STCW Code. 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.</p> <p>Fishing vessel personnel serving on board seagoing fishing vessels shall be certificated in accordance with the provisions of STCW-F Convention 1995. Formats of certificates are given in the appendix 1, 2 and 3 of the Convention.</p>	<p>STCW 1978, article VI, regulation I/2; STCW Code, section A-I/2</p> <p>STCW-F 1995 article 6, regulation 3</p>
	<p><b>Records of daily hours of rest</b>            Records of daily hours of rest of seafarers shall be maintained on board.</p>	<p>STCW Code, section A-VIII/1; IMO/ILO Guidelines for the development of tables of seafarers' shipboard working arrangements and formats of records of seafarers' hours of work or hours of rest</p>
	<p><b>International Anti-fouling System Certificate</b>            Ships of 400 GT and above engaged in international voyages, excluding fixed or floating platforms, FSUs and FPSOs, shall be issued after inspection and survey an international Anti-fouling System Certificate together with a Record of Anti-fouling Systems.</p>	<p>AFS 2001, regulation 2(1) of annex 4</p>



No.	Contents	Reference
	<p><b>Declaration on Anti-fouling System</b>            Ships of 24 m or more in length, but less than 400 GT engaged in international voyages, excluding fixed or floating platforms, FSUs, and FPSOs, shall carry a declaration signed by the owner or owner's authorized agents. Such a declaration shall be accompanied by appropriate documentation (such as a paint receipt or a contractor invoice) or contain appropriate endorsement.</p>	<p>AFS 2001, regulation 5(1) of annex 4</p>
	<p><b>International Ballast Water Management Certificate</b>            Ships of 400 gross tonnage and above to which the BWM 2004 applies, excluding floating platforms, FSUs and FPSOs, shall be issued the certificate after successful completion of a survey conducted in accordance with regulation E-1.</p> <p><i>Note: The item was added by the Secretariat as per the relevant requirements of the International Convention for the Control and Management of Ships' Ballast Water and Sediments, 2004 (BWM 2004), which will enter into force on 8 September 2017.</i></p>	<p>BWM 2004, regulation E-2</p>
	<p><b>Ballast Water Management Plan</b>            Each ship shall have on board and implement a ballast water management plan. Such a plan shall be approved by the Administration taking into account guidelines developed by the Organization.</p> <p><i>Note: The item was added by the Secretariat as per the relevant requirements of the International Convention for the Control and Management of Ships' Ballast Water and Sediments, 2004 (BWM 2004), which will enter into force on 8 September 2017.</i></p>	<p>BWM 2004, regulation B-1; resolution MEPC.127(53)</p>

No.	Contents	Reference
	<p><b>Ballast Water Record Book</b></p> <p>Each ship shall have on board a ballast water record book that may be an electronic record system, or that may be integrated into another record book or system and which shall at least contain the information specified in appendix II of the Convention. The ballast water record book entries shall be maintained on board the ship for a minimum period of two years after the last entry has been made and thereafter in the Company's control for a minimum period of three years.</p> <p><i>Note: The item was added by the Secretariat as per relevant requirements of the International Convention for the Control and Management of Ships' Ballast Water and Sediments, 2004 (BWM 2004), which will enter into force on 8 September 2017.</i></p>	<p>BWM 2004,          Regulation B-2</p>
	<p><b>Certificate of insurance or other financial security in respect of civil liability for bunker oil pollution damage</b></p> <p>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 having a gross tonnage greater than 1,000 after the appropriate authority of a State Party has determined that the requirements of article 7, 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. A State Party may authorize either an institution or an organization recognized by it to issue the certificate referred to in article 7, paragraph 2. This compulsory insurance certificate shall be in the form of the model set out in the annex to the Convention.</p>	<p>Bunkers 2001, article 7</p>

No.	Contents	Reference
	<p><b>Certificate of insurance or other financial security in respect of liability for the removal of wrecks</b>            Certificate attesting that insurance or other financial security is in force in accordance with the provisions of the Convention shall be issued to each ship of 300 gross tonnage and above by the appropriate authority of the State of the ship's registry after determining that the requirements of article 12.1 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. This compulsory insurance certificate shall be in the form of the model set out in the annex to the Convention.</p>	<p>Nairobi WRC 2007, article 12</p>
2	<p><b>In addition to the certificates listed in section 1 above, passenger ships shall carry:</b></p>	
	<p><b>Passenger Ship Safety Certificate</b>            A certificate called a Passenger Ship Safety Certificate shall be issued after inspection and survey to a passenger ship which complies with the requirements of chapters II-1, II-2, III, IV and V and any other relevant requirements of SOLAS 1974. A Record of Equipment for the Passenger Ship Safety Certificate (Form P) shall be permanently attached.</p>	<p>SOLAS 1974, regulation I/12;            SOLAS PROT 1988, regulation I/12</p>
	<p><b>Decision support system for masters</b>            In all passenger ships, a decision support system for emergency management shall be provided on the navigation bridge.</p>	<p>SOLAS 1974, regulation III/29</p>
	<p><b>Search and rescue cooperation plan</b>            Passenger ships to which chapter I of the Convention applies shall have on board a plan for cooperation with appropriate search and rescue services in event of an emergency.</p>	<p>SOLAS 1974, regulation V/7.3</p>
	<p><b>List of operational limitations</b>            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 Administration or established during the design or the building stages.</p>	<p>SOLAS 1974, regulation V/30</p>

No.	Contents	Reference
	<p><b>Special Trade Passenger Ship Safety Certificate, Special Trade Passenger Ship Space Certificate</b>            A Special Trade Passenger Ship Safety Certificate issued under the provisions of the Special Trade Passenger Ships Agreement, 1971.</p> <p>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.</p>	<p>STP 71, rule 5</p> <p>SSTP 73, rule 5</p>
	<p><b>Certificate of insurance or other financial security in respect of liability for the death of and personal injury to passengers</b>            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 that is licensed to carry more than 12 passengers, after the appropriate authority of a State Party has determined that the requirements of article 4bis 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. A State Party may authorize an institution or an organization recognized by it to issue the certificate. The certificate shall be in the form of the model set out in the annex to the Convention.</p> <p>Pursuant to resolution A.988(24), States are recommended to ratify the Athens Protocol as soon as possible with the reservation that they reserve the right to issue and accept insurance certificates with such special exceptions and limitations as the insurance market conditions at the time of issue of the certificate may necessitate, examples being the biochemical clause and terrorism-related clauses (Circular Letter No.2758 refers).</p>	<p>PAL 1974 as modified by PAL PROT 2002, article 4bis; resolution A.988(24); Circular Letter No.2758</p>
3	<p><b>In addition to the certificates listed in section 1 above, cargo ships shall carry:</b></p>	

No.	Contents	Reference
	<p><b>Cargo Ship Safety Construction Certificate</b>            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.</p>	<p>SOLAS 1974, regulation I/12; SOLAS PROT 1988, regulation I/12</p>
	<p><b>Cargo Ship Safety Equipment Certificate</b>            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, III and V 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.</p>	<p>SOLAS 1974, regulation I/12; SOLAS PROT 1988, regulation I/12</p>
	<p><b>Cargo Ship Safety Radio Certificate</b>            A certificate called a Cargo Ship Safety Radio Certificate shall be issued after survey to a 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 chapter 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.</p>	<p>SOLAS 1974, regulation I/12, as amended by the GMDSS amendments; SOLAS PROT 1988, regulation I/12</p>
	<p><b>Cargo Ship Safety Certificate</b>            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 Cargo Ship Safety Construction Certificate, Cargo Ship Safety Equipment Certificate and Cargo Ship Safety Radio Certificate. A Record of Equipment for the Cargo Ship Safety Certificate (Form C) shall be permanently attached.</p>	<p>SOLAS PROT 1988, regulation I/12</p>

No.	Contents	Reference
	<p><b>Ship Structure Access Manual</b>            This regulation applies to oil tankers of 500 gross tonnage and over and bulk carriers, as defined in regulation IX/1, of 20,000 gross tonnage and over, constructed on or after 1 January 2006. 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.</p>	<p>SOLAS 1974, regulation II-1/3-6</p>
	<p><b>Cargo Information</b>            The shipper shall provide the master or his representative with appropriate information, confirmed in writing, on the cargo, in advance of loading. In bulk carriers, the density of the cargo shall be provided in the above information.</p>	<p>SOLAS 1974, regulations VI/2 and XII/10;            MSC/Circ.663</p>
	<p><b>Bulk Carrier Booklet</b>            To enable the master to prevent excessive stress in the ship's structure, the ship loading and unloading solid bulk cargoes shall be provided with a booklet referred to in SOLAS regulation VI/7.2. The booklet shall be endorsed by the Administration or on its behalf to indicate that SOLAS regulations XII/4, 5, 6 and 7, as appropriate, are complied with. As an alternative to a separate booklet, the required information may be contained in the intact stability booklet.</p>	<p>SOLAS 1974, regulations VI/7 and XII/8;            BLU Code</p>
	<p><b>Document of authorization for the carriage of grain and grain loading manual</b>            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. 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.</p>	<p>SOLAS 1974, regulation VI/9;            Grain Code, section 3</p>
	<p><b>Enhanced survey report file</b>            Bulk carriers and oil tankers shall have a survey report file and supporting documents complying with paragraphs 6.2 and 6.3 of annex A/ and annex B, part A/part B, 2011 ESP Code.</p>	<p>SOLAS 1974, regulation XI-1/2;            2011 ESP Code (resolution A.1049(27), as amended)</p>

No.	Contents	Reference
	<p><b>Dedicated Clean Ballast Tank Operation Manual</b>            Every product carrier of 40,000 tonnes deadweight and above delivered on or before 1 June 1982, 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 MARPOL Annex I regulation 18. If an alteration affecting the dedicated clean ballast tank system is made, the Operation Manual shall be revised accordingly.</p>	<p>MARPOL Annex I, regulation 18.8; resolution A.495(XII)</p>
	<p><b>Condition Assessment Scheme (CAS) Statement of Compliance, CAS Final Report and Review Record</b>            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) 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.</p>	<p>MARPOL Annex I, regulations 20 and 21; resolution MEPC.94(46), as amended by resolutions MEPC.99(48), MEPC.112(50), MEPC.131(53), resolution MEPC.155(55), and MEPC.236(65)</p>
	<p><b>Subdivision and stability information</b>            Every oil tanker to which regulation 28 of Annex I of MARPOL applies shall be provided in an approved form with information relative to loading and distribution of cargo necessary to ensure compliance with the provisions of this regulation and data on the ability of the ship to comply with damage stability criteria as determined by this regulation.</p>	<p>MARPOL Annex I, regulation 28</p>
	<p><b>Record of oil discharge monitoring and control system for the last ballast voyage</b>            Subject to the provisions of paragraphs 4 and 5 of regulation 3 of MARPOL Annex I, every oil tanker of 150 gross tonnage and above shall be equipped with an oil discharge monitoring and control system approved by the Administration. 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. The record shall be identifiable as to time and date and shall be kept for at least three years.</p>	<p>MARPOL Annex I, regulation 31</p>



No.	Contents	Reference
	<p><b>Oil Discharge Monitoring and Control (ODMC) Operational Manual</b>            Every oil tanker fitted with an Oil Discharge Monitoring and Control system shall be provided with instructions as to the operation of the system in accordance with an operational manual approved by the Administration.</p>	<p>MARPOL Annex I, regulation 31; resolution A.496(XII); resolution A.586(14), as amended by resolution MEPC.24(22); resolution MEPC.108(49), as amended by resolution MEPC.240(65)</p>
	<p><b>Crude Oil Washing Operation and Equipment Manual (COW Manual)</b>            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 regulation 35 of Annex I of MARPOL.</p>	<p>MARPOL Annex I, regulation 35; resolution MEPC.81(43)</p>
	<p><b>STS Operation Plan and Records of STS Operations</b>            Any oil tanker involved in STS operations shall carry on board a plan prescribing how to conduct STS operations (STS operations Plan) not later than the date of the first annual, intermediate or renewal survey of the ship to be carried out on or after 1 January 2011. Each oil tanker's STS operations plan shall be approved by the Administration. The STS operations plan shall be written in the working language of the ship.</p> <p>Records of STS operations shall be retained on board for three years and be readily available for inspection.</p>	<p>MARPOL Annex I, regulation 41</p>
	<p><b>VOC Management Plan</b>            A tanker carrying crude oil, to which MARPOL Annex VI, regulation 15.1 applies, shall have on board and implement a VOC Management Plan.</p>	<p>MARPOL Annex VI, regulation 15.6</p>



No.	Contents	Reference
	<p><b>Document of approval for the stability instrument</b>            All ships, subject to the IBC, IGC, BCH and GC Codes, should be fitted with a stability instrument capable of verifying compliance with intact and damage stability approved by the Administration, at the first scheduled renewal survey of the ship on or after 1 January 2016, but not later than 1 January 2021, having regard to the performance standards recommended by the Organization. The Administration should issue a document of approval for the stability instrument.</p>	<p>IBC Code para. 2.2.6;            IGC Code para. 2.2.6;            BCH code para. 2.2.1.2;            GC Code para. 2.2.4;            2008 IS Code;            MSC.1/Circ.1229;            MSC.1/Circ.1461</p>
	<p><b>Certificate of insurance or other financial security in respect of civil liability for oil pollution damage</b>            A certificate attesting that insurance or other financial security is in force shall be issued to each ship carrying more than 2,000 tonnes of oil in bulk as cargo. It shall be issued or certified by the appropriate authority of the State of the ship's registry after determining that the requirements of article VII, paragraph 1, of the CLC Convention have been complied with.</p>	<p>CLC 1969,            article VII</p>
	<p><b>Certificate of insurance or other financial security in respect of civil liability for oil pollution damage</b>            A certificate attesting that insurance or other financial security is in force in accordance with the provisions of the 1992 CLC Convention shall be issued to each ship carrying more than 2,000 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.</p>	<p>CLC 1992,            article VII</p>

No.	Contents	Reference
4	<p><b>In addition to the certificates listed in sections 1 and 3 above, where appropriate, any ship carrying noxious liquid chemical substances in bulk shall carry:</b></p>	
	<p><b>International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk (NLS Certificate)</b>            An international pollution prevention certificate for the carriage of noxious liquid substances in bulk (NLS Certificate) shall be issued, after survey in accordance with the provisions of regulation 8 of Annex II of MARPOL, to any ship carrying noxious liquid substances in bulk and which is engaged in voyages to ports or terminals under the jurisdiction of other Parties to MARPOL. In respect of chemical tankers, the Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk and the International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk, issued under the provisions of the Bulk Chemical Code and International Bulk Chemical Code, respectively, shall have the same force and receive the same recognition as the NLS Certificate.</p>	<p>MARPOL Annex II, regulation 9</p>
	<p><b>Cargo Record Book</b>            Ships carrying noxious liquid substances in bulk shall be provided with a Cargo Record Book, whether as part of the ship's official log book or otherwise, in the form specified in appendix II to Annex II.</p>	<p>MARPOL Annex II, regulation 15.1</p>
	<p><b>Procedures and Arrangements Manual (P &amp; A Manual)</b>            Every ship certified to carry noxious liquid substances in bulk shall have on board a Procedures and Arrangements Manual approved by the Administration.</p>	<p>MARPOL Annex II, regulation 14; resolution MEPC.18(22), as amended by resolution MEPC.62(35)</p>
	<p><b>Shipboard Marine Pollution Emergency Plan for Noxious Liquid Substances</b>            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.</p>	<p>MARPOL Annex II, regulation 17; resolution MEPC.85(44), as amended by resolution MEPC.137(53)</p>

No.	Contents	Reference
5	<p><b>In addition to the certificates listed in sections 1 and 3 above, where applicable, any chemical tanker shall carry:</b></p>	
	<p><b>Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk</b>            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.</p> <p><i>Note: The Code is mandatory under Annex II of MARPOL for chemical tankers constructed before 1 July 1986.</i></p> <p><b>Or</b></p>	<p>BCH Code, section 1.6</p>
	<p><b>International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk</b>            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.</p> <p><i>Note: The Code is mandatory under both chapter VII of SOLAS 1974 and Annex II of MARPOL for chemical tankers constructed on or after 1 July 1986.</i></p>	<p>IBC Code, section 1.5</p>
6	<p><b>In addition to the certificates listed in sections 1 and 3 above, where applicable, any gas carrier shall carry:</b></p>	
	<p><b>Certificate of Fitness for the Carriage of Liquefied Gases in Bulk</b>            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.</p>	<p>GC Code, section 1.6</p>

No.	Contents	Reference
	<p><b>International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk</b>            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.</p> <p><i>Note: The Code is mandatory under chapter VII of SOLAS 1974 for gas carriers constructed on or after 1 July 1986.</i></p>	IGC Code, section 1.4
7	<p><b>In addition to the certificates listed in sections 1, and 2 or 3 above, where applicable, any high-speed craft shall carry:</b></p>	
	<p><b>High-Speed Craft Safety Certificate</b>            A certificate called a High-Speed Craft Safety Certificate shall 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.</p>	SOLAS 1974, regulation X/3; 1994 HSC Code, section 1.8; 2000 HSC Code, section 1.8
	<p><b>Permit to Operate High-Speed Craft</b>            A certificate called a Permit to Operate High-Speed Craft shall 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 the 2000 HSC Code, as appropriate.</p>	1994 HSC Code, section 1.9; 2000 HSC Code, section 1.9
8	<p><b>In addition to the certificates listed in sections 1, and 2 or 3 above, where applicable, any ship carrying dangerous goods shall carry:</b></p>	
	<p><b>Document of compliance with the special requirements for ships carrying dangerous goods</b>            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.</p>	SOLAS 1974, regulation II-2/19.4

No.	Contents	Reference
9	<b>In addition to the certificates listed in sections 1, and 2 or 3 above, where applicable, any ship carrying dangerous goods in packaged form shall carry:</b>	
	<b>Transport information</b> Transport information relating to the carriage of dangerous goods in packaged form and the container/vehicle packing certificate shall be in accordance with the relevant provisions of the IMDG Code and shall be made available to the person or organization designated by the port State authority.	SOLAS 1974, regulation VII/4.1
	<b>Dangerous goods manifest or stowage plan</b> Each ship carrying dangerous goods in packaged form shall have a special list or manifest setting forth, in accordance with the classification set out in the IMDG Code, the dangerous goods on board and the location thereof. Each ship carrying dangerous goods in solid form in bulk shall have a list or manifest setting forth the dangerous goods on board and the location thereof. 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. A copy of one of these documents shall be made available before departure to the person or organization designated by the port State authority.	SOLAS 1974, regulations VII/4.2 and VII/7-2.2; MARPOL Annex III, regulation 4
10	<b>In addition to the certificates listed in sections 1, and 2 or 3 above, where applicable, any ship carrying INF cargo shall carry:</b>	
	<b>International Certificate of Fitness for the Carriage of INF Cargo</b> 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 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), as amended), paragraph 1.3

No.	Contents	Reference
11	<p><b>In addition to the certificates listed in sections 1, and 2 or 3 above, where applicable, any Nuclear Ship shall carry:</b></p>	
	<p><b>Operating Manual for nuclear power plant</b>            A fully detailed Operating Manual shall be prepared for the information and guidance of the operating personnel in their duties on all matters relating to the operation of the nuclear power plant having an important bearing on safety. The Administration, when satisfied, shall approve such Operating Manual and a copy shall be kept on board the ship. The Operating Manual shall always be kept up-to-date.</p>	SOLAS 1974, regulation VIII/8
	<p><b>A 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.</b>            Every Nuclear powered ship shall be issued with the certificate required by SOLAS chapter VIII.</p>	SOLAS 1974, regulation VIII/10
12	<p><b>In addition to the certificates listed in sections 1, and 2 or 3 above, where applicable, any Ship operating in Polar waters shall carry:</b></p>	
	<p><b>Polar Ship Certificate</b>            Every ship to which the Polar Code applies shall have on board a valid Polar Ship Certificate. The certificate shall include a supplement recording equipment required by the Code.</p>	Polar Code, part I-A Section 1.3
	<p><b>Polar Water Operational Manual (PWOM)</b>            Every ship to which the Polar Code applies shall have on board a Polar Water Operational Manual (PWOM) as required in part I-A section 2.3 of the Code.</p>	Polar Code, part I-A section 2.3

No.	Contents	Reference
<b>Other certificates and documents which are not mandatory</b>		
<b>Special purpose ships</b>		
	<p><b>Special Purpose Ship Safety Certificate</b>            In addition to SOLAS certificates as specified in paragraph 7 of the Preamble of the 1983 SPS Code and 2008 SPS Code, a Special Purpose Ship Safety Certificate should be issued after survey in accordance with the provisions of paragraph 1.6 of the 1983 SPS Code and 2008 SPS Code. The duration and validity of the certificate should be governed by the respective provisions for cargo ships in SOLAS 1974. If a certificate is issued for a special purpose ship of less than 500 gross tonnage, this certificate should indicate to what extent relaxations in accordance with 1.2 were accepted.</p> <p>The 2008 SPS Code applies the every special purpose ship of not less than 500 GT certified on or after 13 May 2008.</p>	1983 SPS Code (resolution A.534(13), as amended); 2008 SPS Code (resolution MSC.266(84), as amended), SOLAS 1974, regulation I/12; SOLAS PROT 1988, regulation I/12
<b>Offshore support vessels</b>		
	<p><b>Offshore Supply Vessel Document of Compliance</b>            The Document of Compliance should be issued after satisfied that the vessel complies with the provisions of the Guidelines for the design and construction of Offshore Supply Vessels, 2006.</p>	resolution MSC.235(82), as amended by resolution MSC.335(90)
	<p><b>Certificate of Fitness for Offshore Support Vessels</b>            When carrying such cargoes, offshore support vessels should carry a Certificate of Fitness issued under the "Guidelines for the Transport and Handling of Limited Amounts of Hazardous and Noxious Liquid Substances in Bulk on Offshore Support Vessels". 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.</p>	resolution A.673(16), as amended by resolutions MSC.184(79), MSC.236(82) and MEPC.158(55); MARPOL Annex II, regulation 11.2
<b>Diving systems</b>		



No.	Contents	Reference
	<p><b>Diving System Safety Certificate</b>            A certificate should be issued either by the Administration 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 Administration should assume full responsibility for the certificate.</p>	<p>resolution A. 831(19), as amended by resolution MSC.185(79), section 1.6</p>
	<p><b>Passenger submersible craft</b></p>	
	<p><b>Safety Compliance Certificate for Passenger Submersible Craft</b>            Applicable to submersible craft adapted to accommodate passengers and intended for underwater excursions with the pressure in the passenger compartment at or near one atmosphere.</p> <p>A Design and Construction Document issued by the Administration should be attached to the Safety Compliance Certificate.</p>	<p>MSC/Circ.981, as amended by MSC/Circ.1125</p>
	<p><b>Dynamically supported craft</b></p>	
	<p><b>Dynamically Supported Craft Construction and Equipment Certificate</b>            To be issued after survey carried out in accordance with paragraph 1.5.1(a) of the Code of Safety for Dynamically Supported Craft.</p>	<p>DSC Code (resolution A.373(X), as amended) section 1.6</p>
	<p><b>Mobile offshore drilling units</b></p>	
	<p><b>Mobile Offshore Drilling Unit Safety Certificate</b>            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, but before 1 January 2012, the Code for the Construction and Equipment of Drilling Units, 1989, or for units constructed on or after 1 January 2012, the Code for the Construction and Equipment of Drilling Units, 2009.</p>	<p>1979 MODU Code (resolution A.414(XI), as amended) section 1.6;            1989 MODU Code (resolution A.649(16), as amended) section 1.6;            2009 MODU Code (resolution A.1023(26), as amended), section 1.6</p>
	<p><b>Wing-In-Ground (WIG) Craft</b></p>	



No.	Contents	Reference
	<p><b>Wing-in-ground Craft Safety Certificate</b>            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.</p>	<p>MSC/Circ.1054, as amended by MSC/Circ.1126, section 9</p>
	<p><b>Permit to Operate WIG Craft</b>            A permit to operate should be issued by the Administration to certify compliance with the provisions of the Interim Guidelines for WIG craft.</p>	<p>MSC/Circ.1054, as amended by MSC/Circ.1126, section 10</p>
	<p><b>Noise levels</b></p>	
	<p><b>Noise Survey Report</b>            Applicable to existing ships to which SOLAS II-1/3-12 does not apply.</p> <p>A noise survey report should be made for each ship in accordance with the Code on Noise Levels on Board Ships.</p>	<p>resolution A.468(XII), section 4.3</p>

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# R.O.D. Ship Management Company

## “Certificates & Documentation” Campaign Checklist

<b>Vessel's Name:</b>		<b>Vessel's Type:</b>		<b>Date of Inspection:</b>	
<b>SM-Dept.:</b>		<b>Master's Name:</b>		<b>Voyage No.:</b>	
<b>Port / Location:</b>					

SMS Manuals	Controlled Copy No. Inserted	Last Amendment as per office record	Last Amendment applied on board	No. of Copies on board
Safety Procedures Manual (Ship)				
Ship's Manuals				
Emergency Preparedness Plans (EPP)				
Shipboard Oil Pollution Emergency Plan - SOPEP				
SOLAS Training Manuals (appendices A, B, C & D Fully updated)				
Check Lists & Forms File				
Fleet Memoranda & System Index				
Planned Maintenance Program				
Job Descriptions & Qualifications (Sea-Staff)				
MLC Manual				

No.	Applicable Convention & related certificate / document	Notes	Reference	Applicability	Available, Valid , Correct contents & Endorsed (if applicable)		Remarks
					Yes	No	
<b>1.</b>	<b>All ships to which reference convention applies</b>						
1	<b>International Tonnage Certificate (1969)</b>		Tonnage 1969, article 7	L >= 24 m			
2	<b>International Load Line Certificate</b>		LL 1966, article 16; LL PROT 1988, article 16	L >= 24 m			
3	<b>International Load Line Exemption Certificate</b>		LL 1966, article 16; LL PROT 1988, article 16	L >= 24 m			
3a	<b>Record of Particulars relating to conditions of assignment</b>		LLC 66/88 (Part 6)	Ships assigned Load-Lines by an Assigning Authority			
4	<b>Exemption Certificate</b>		SOLAS 1974, regulation I/12; SOLAS PROT 1988, regulation I/12	>= 500 GT			
5	<b>Coating Technical File</b>		SOLAS 1974, regulation II-1/3-2 and II-1/3-11; resolution MSC.215(82), as amended by resolution MSC.341(91) and MSC.1/Circ.1381; resolution MSC.288(87) as modified by circular MSC.1/Circ.1381 and amended by resolution MSC.342(91)	>= 500 GT			
6	<b>Emergency Towing Procedure</b>		SOLAS, regulation II-1/3-4; MSC.1/Circ.1255	>= 500 GT			
7	<b>Construction drawings</b>		SOLAS 1974,regulation II-1/3-7; MSC/Circ.1135	>= 500 GT			
8	<b>Ship Construction File</b>		SOLAS 1974, regulation II-1/3-10; MSC.1/Circ.1343	Building Contract ≥ 01.07.2016 Keel Laid ≥ 01.07.2017 Delivery ≥ 01.07.2020			

9	<b>Noise Survey Report</b>		SOLAS 1974, regulation II-1/3-12; Noise Code, section 4.3	*New ships : Contract on/after 01/07/2014 *Keel laid : 01/01/2015 *Building date : 01/07/2018			
10	<b>Stability information</b>		SOLAS 1974, regulations II-1/5 and II-1/5-1; LL 1966, regulation 10; LL Protocol 1988, regulation 10	L >= 24 m			
11	<b>Damage control plans and booklets</b>		SOLAS 1974, regulation II-1/19; MSC.1/Circ.1245	>= 500 GT			
12	<b>Manoeuvring booklet</b>		SOLAS 1974, regulation II-1/28	>= 500 GT			
13	<b>Evaluation of the alternative design and arrangements</b>		SOLAS 1974, regulations II-1/55.4.2, II-2/17.4.2, and III/38.4.2				
14	<b>Maintenance plans</b>		SOLAS 1974, regulations II-2/14.2.2, II-2/14.3 and II-2/14.4	>= 500 GT			
15	<b>Onboard training and drills record</b>		SOLAS 1974, regulation II-2/15.2.2.5	>= 500 GT			
16	<b>Fire safety training manual</b>		SOLAS 1974, regulation II-2/15.2.3	>= 500 GT			
17	<b>Fire control plan/booklet</b>		SOLAS 1974, regulations II-2/15.2.4 and II- 2/15.3.2	>= 500 GT			
18	<b>Fire safety operational booklet</b>		SOLAS 1974, regulation II-2/16.2	>= 500 GT			
19	<b>Statement of acceptance of the installation of replacement release and retrieval system to an existing lifeboat</b>		SOLAS 1974, regulation III/1.5; LSA Code, para. 4.4.7.6; SC.1/Circ.1392/Corr.1	>= 500 GT			
20	<b>Muster list and emergency instructions</b>		SOLAS 1974, regulations III/8 and III/37				
21	<b>Ship-specific Plans and Procedures for Recovery of Persons from the Water</b>		SOLAS 1974 regulation, III/17-1; resolution MSC.346(91); MSC.1/Circ.1447	All			
22	<b>Training manual</b>		SOLAS 1974, regulation III/35	>= 500 GT			
23	<b>Radio record</b>		SOLAS 1974, regulation IV/17				
24	<b>Minimum safe manning document</b>		SOLAS 1974, regulation V/14.2	>= 500 GT			
25	<b>Voyage data recorder system – certificate of compliance</b>		SOLAS 1974, regulation V/18.8	>=3000 GT			
26	<b>AIS test report</b>		SOLAS 1974,regulation V/18.9; MSC.1/Circ.1252	>= 300 GT			

27	<b>Nautical charts and nautical publications</b>		SOLAS 1974, regulations V/19.2.1.4 and V/27			
28	<b>LRIT conformance test report</b>		SOLAS 1974, regulation V/19-1; MSC.1/Circ.1307	>= 300 GT		
29	<b>International Code of Signals and a copy of Volume III of IAMSAR Manual</b>		SOLAS 1974, regulation V/21	>= 300 GT		
30	<b>Records for pilot ladders used for pilot transfer</b>		SOLAS 1974 regulation V/23.2.4			
31	<b>Records of navigational activities</b>		SOLAS 1974, regulations V/26 and V/28.1	All		
32	<b>Cargo Securing Manual</b>		SOLAS 1974, regulations VI/5.6 and VII/5; MSC.1/Circ.1353/Rev.1	>= 500 GT		
33	<b>Material Safety Data Sheets (MSDS)</b>		SOLAS 1974, regulation VI/5-1; resolution MSC.286(86)	Cargo of MARPOL annex I, OR Bunkering FO		
34	<b>Safety Management Certificate (SMC)</b>		SOLAS 1974, regulation IX/4;ISM Code, paragraph 13	>= 500 GT		
35	<b>Document of Compliance (DOC)</b>		SOLAS 1974,regulation IX/4; ISM Code, paragraph 13	>= 500 GT		
36	<b>Continuous Synopsis Record (CSR)</b>		SOLAS 1974,regulation XI-1/5	>= 500 GT		
37	<b>Ship Security Plan and associated records (SSP &amp; SORB)</b>		SOLAS 1974, regulation XI-2/9; ISPS Code. part A, sections 9 and 10	>= 500 GT		
38	<b>International Ship Security Certificate (ISSC)</b>		SOLAS 1974,regulation XI-2/9.1.1; ISPS Code, part A, section 19 and appendices.	>= 500 GT		
39	<b>International Oil Pollution Prevention Certificate (IOPP)</b>		MARPOL Annex I, regulation 7	Oil Tkr.>= 150 GT Others >= 400 GT		
40	<b>Oil Record Book</b>		MARPOL Annex I, regulations 17 and 36	All >= 400 GT (part 1) Oil Tkr. > 150 GT (part 1&2)		
41	<b>Shipboard Oil Pollution Emergency Plan (SOPEP)</b>		MARPOL Annex I, regulation 37; resolution MEPC.54(32), as amended by resolution MEPC.86(44)	Oil Tkr. >= 150 GT Others >= 400 GT		
42	<b>International Sewage Pollution Prevention Certificate (ISPP)</b>		MARPOL Annex IV, regulation 5; MEPC/Circ.408	>= 400 GT		
43	<b>Document of approval for the rate of sewage discharge</b>	2	MARPOL Annex IV, regulation 11.1.1; resolution MEPC.157(55)			
44	<b>Garbage Management Plan</b>		MARPOL Annex V, regulation 10; resolution MEPC.220(63)	>= 100 GT		
45	<b>Garbage Record Book</b>		MARPOL Annex V, regulation 10	>= 400 GT		

46	<b>International Air Pollution Prevention Certificate (IAPP)</b>		MARPOL Annex VI, regulation 6	>= 400 GT			
47	<b>International Energy Efficiency Certificate (IEEC)</b>		MARPOL Annex VI, regulation 6	>= 400 GT			
48	<b>Ozone-depleting Substances Record Book</b>		MARPOL Annex VI, regulation 12.6	>= 400 GT			
49	<b>Fuel Oil Changeover Procedure and Logbook (record of fuel changeover)</b>		MARPOL Annex VI, regulation 14.6	>= 400 GT			
50	<b>Manufacturer's Operating Manual for Incinerators</b>		MARPOL Annex VI, regulation 16.7	>= 400 GT			
51	<b>Bunker Delivery Note and Representative Sample (BDN)</b>		MARPOL Annex VI, regulations 18.6 and 18.8.1	>= 400 GT			
52	<b>EEDI Technical File</b>		MARPOL Annex VI, regulation 20	>= 400 GT			
53	<b>Ship Energy Efficiency Management Plan Part 1 ( SEEMP I )</b>		MARPOL Annex VI, regulation 22; MEPC.1/Circ.795	>= 400 GT			
54	<b>Ship Energy Efficiency Management Plan Part 2 ( SEEMP II )</b>		MARPOL Annex VI, regulation 22; MEPC.278(70)	>= 5000 GT			
55	<b>Confirmation of Compliance – SEEMP II</b>		MARPOL Annex VI, regulation 5.4.5 MEPC.1/Circ.876	..			
56	<b>Engine International Air Pollution Prevention Certificate (EIAPP)</b>		NOX Technical Code 2008, Reg. 2/2.3.4/2.4.1				
57	<b>NOx Technical File</b>		NOX Technical Code 2008, paragraph 2.3.4	>= 130 KW			
58	<b>Record Book of Engine Parameters</b>		NOX Technical Code 2008, paragraph 2.3.7	>= 130 KW			
59	<b>Certificates for masters, officers or ratings; including Cert. of Endorsement</b>		STCW 1978, article VI, regulation I/2; STCW Code, section A-I/2	Seafarers serving on Board Merchant Vessels			
60	<b>Records of daily hours of rest</b>		STCW Code, section A-VIII/1; IMO/ILO Guidelines	Seafarers serving on Board Merchant Vessels			
61	<b>International Anti-fouling System Certificate</b>		AFS 2001, regulation 2(1) of annex 4	>= 400 GT			
62	<b>Declaration on Anti-fouling System</b>		AFS 2001, regulation 5(1) of annex 4	>= 24 m & < 400 GT			
63	<b>International Ballast Water Management Certificate</b>		BWM 2004, regulation E-2				

64	<b>Ballast Water Management Plan</b>		BWM 2004, regulation B-1; resolution MEPC.127(53)				
65	<b>Ballast Water Record Book</b>		BWM 2004, Regulation B-2				
66	<b>Certificate of insurance or other financial security in respect of civil liability for bunker oil pollution damage</b>		Bunkers 2001, article 7	>= 1000GT			
67	<b>Certificate of insurance or other financial security in respect of liability for the removal of wrecks</b>		Nairobi WRC 2007, article 12				
68	<b>EPIRB test report</b>						
69	<b>Shore Based maintenance</b>						
70	<b>Gyro compass annual test report</b>						
71	<b>Magnetic compass deviation card</b>						
72	<b>Ship Sanitation Control Exemption Certificate / Ship Sanitation Control Certificate</b>		IHR (2005);Annex 3 and Art 20, 27 39				
<b>2.</b>	<b>In addition to the certificates listed in section 1 above, cargo ships shall carry</b>						
1	<b>Cargo Ship Safety Construction Certificate</b>		SOLAS 1974, regulation I/12; SOLAS PROT 1988, regulation I/12	>= 500 GT			
2	<b>Cargo Ship Safety Equipment Certificate</b>		SOLAS 1974, regulation I/12; SOLAS PROT 1988, regulation I/12	>= 500 GT			
3	<b>Cargo Ship Safety Radio Certificate</b>		SOLAS 1974, regulation I/12, as amended by the GMDSS amendments; SOLAS PROT 1988, regulation I/12	>= 300 GT			
4	<b>Cargo Ship Safety Certificate</b>	1	SOLAS PROT 1988, regulation I/12	>= 500 GT If applicable			
5	<b>Ship Structure Access Manual</b>		SOLAS 1974, regulation II-1/3-6	Oil Tks.>= 500 GT Bulk Vsl.>= 20000 GT constructed on/after 01.01.2006			
6	<b>Cargo Information</b>		SOLAS 1974, regulations VI/2 and XII/10; MSC/Circ.663	> 500 GT			
7	<b>Bulk Carrier Booklet</b> (As an alternative to a separate booklet, the required information may be contained in the intact stability booklet.)		SOLAS 1974,regulations VI/7 and XII/8; BLU Code	>= 500 GT Carrying Bulk Cargo			

8	<b>Document of authorization for the carriage of grain and grain loading manual</b>		SOLAS 1974, regulation VI/9; Grain Code, section 3				
9	<b>Enhanced survey report file</b>		SOLAS 1974, regulation XI-1/2; 2011 ESP Code (resolution A.1049(27), as amended)	Bulk vsl. IX/1.6 Oil Tkr. II/2.12			
10	<b>Dedicated Clean Ballast Tank Operation Manual</b>		MARPOL Annex I, regulation 18.8; resolution A.495(XII)				
11	<b>Condition Assessment Scheme (CAS) Statement of Compliance, CAS Final Report and Review Record</b>		MARPOL Annex I, regulations 20 and 21; resolution MEPC.94(46), as amended by resolutions MEPC.99(48), MEPC.112(50), MEPC.131(53), resolution MEPC.155(55), and MEPC.236(65)	Non-double Hull Oil Tkr. >= 5000 TDW Reg. 20.6, 20.7 and 21.6			
12	<b>Subdivision and stability information</b>		MARPOL Annex I, regulation 28	Oil Tkr. >= 150 GT			
13	<b>Record of oil discharge monitoring and control system for the last ballast voyage</b>		MARPOL Annex I, regulation 31	Oil Tkr. >= 150 GT			
14	<b>Oil Discharge Monitoring and Control (ODMC) Operational Manual</b>		MARPOL Annex I, regulation 31; resolution A.496(XII); resolution A.586(14), as amended by resolution MEPC.24(22); resolution MEPC.108(49), as amended by resolution MEPC.240(65)	Oil Tkr. > 150 GT			
15	<b>Crude Oil Washing Operation and Equipment Manual (COW Manual)</b>		MARPOL Annex I, regulation 35; resolution MEPC.81(43)	Existing Crude Oil Tkr ,>= 40000 TDW New Crude Oil Tkr. >= 20000 TDW			
16	<b>STS Operation Plan and Records of STS Operations</b>		MARPOL Annex I, regulation 41	Oil Tkr. >= 150 GT			
17	<b>VOC Management Plan</b>		MARPOL Annex VI, regulation 15.6	Tkr. Carrying Crude Oil			
18	<b>Document of approval for the stability instrument</b> (All ships, subject to the IBC, BCH Codes)		IBC Code para. 2.2.6; IGC Code para. 2.2.6; BCH code para. 2.2.1.2; GC Code para. 2.2.4; 2008 IS Code; MSC.1/Circ.1229; MSC.1/Circ.1461	Oil Tkr. >= 150 GT Chemical Tkr.			
19	<b>Certificate of insurance or other financial security in respect of civil liability for oil pollution damage</b>		CLC 1969, article VII	All carrying >2000T of oil in bulk as cargo			



20	<b>Certificate of insurance or other financial security in respect of civil liability for oil pollution damage</b>		CLC 1992,article VII	All carrying >2000T of oil in bulk as cargo			
<b>3. In addition to the certificates listed in section 1 and 2 above, where appropriated, any ship carrying Noxious liquid chemical substances in bulk shall carry:</b>							
1	<b>International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk (NLS Certificate)</b>		MARPOL Annex II, regulation 9	Vessel carrying Noxious Liquid Substances in Bulk and not holding a Certificate of Fitness			
2	<b>Cargo Record Book</b>		MARPOL Annex II, regulation 15.1	Vessels carrying Noxious Liquid Substances in Bulk			
3	<b>Procedures and Arrangements Manual (P &amp; A Manual)</b>		MARPOL Annex II, regulation 14; resolution MEPC.18(22), as amended by resolution MEPC.62(35)	Vessels carrying Noxious Liquid Substances in Bulk			
4	<b>Shipboard Marine Pollution Emergency Plan for Noxious Liquid Substances</b>		MARPOL Annex II, regulation 17; resolution MEPC.85(44), as amended by resolution MEPC.137(53)	Vessels >= 150 GT certified for carrying Noxious Liquid Substances in Bulk			
<b>4. In addition to the certificates listed in section 1 and 2 above, where applicable , any chemical tanker shall carry:</b>							
1	<b>Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk Or</b>		BCH Code, section 1.6	Vessels carrying Dangerous Chemicals in Bulk, constructed before 1 July 1986			
2	<b>International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk</b>		IBC Code, section 1.5	Chemical Tankers constructed on or after 1 July 1986			
<b>5. In addition to the certificates listed in section 1 and 2 above, where applicable ,any ship carrying dangerous good shall carry:</b>							
1	<b>Document of compliance with the special requirements for ships carrying dangerous goods</b>		SOLAS 1974, regulation II-2/19.4	Vessels carrying Dangerous Goods			
<b>6. In addition to the certificates listed in section 1 and 2 above, where applicable ,any ship carrying dangerous good in package form shall carry:</b>							
1	<b>Transport information</b>		SOLAS 1974, regulation VII/4.1				

2	<b>Dangerous goods manifest or stowage plan</b>		SOLAS 1974, regulations VII/4.2 and VII/7-2.2; MARPOL Annex III, regulation 4	Vessels carrying Dangerous Goods			
<b>7. Other certificates and documents (Part A)</b>							
1	<b>Maritime Labour Certificate (MLC)</b>		MLC 2006 Reg. 5.1.3	>= 500 GT			
2	<b>Seafarers Employment Agreement (S.E.A.)</b>		MLC 2006				
3	<b>Declaration of Maritime Labour Compliance Part I (DMLC I)</b>		MLC 2006 Reg. 5.1.3	>= 500 GT			
4	<b>Declaration of Maritime Labour Compliance Part II (DMLC II)</b>		MLC 2006 Reg. 5.1.3	>= 500 GT			
5	<b>Seafarers Recruitment &amp; Replacement Service certificate (Copy to be on board)</b>		MLC 2006				
6	<b>Power Of Attorney</b>						
7	<b>MLC Financial Security 2.5</b>						
8	<b>MLC Financial Security 4.2</b>						
9	<b>Certificate of Compliance for ILO 92</b>		ILO 92; Accommodation of Crews (Revised)	>= 500 GT			
10	<b>Certificate of Compliance for ILO 133</b>		ILO 33; Accommodation of Crews (Supplementary Provisions)	>= 1000 GT			
11	<b>Medical Fitness Certificate for ILO 73</b>		ILO 73; Fitness for Work Provisions	>= 200 GT			
12	<b>Load Test Certificate for ILO 152</b>		ILO 152, Article 25(2); Occupational Safety and Health in Dock Work	All VsIs with Cargo Gear			
13	<b>Register Book for ILO 152</b>		ILO 152, Occupational Safety and Health in Dock Work	All VsIs with Cargo Gear			
14	<b>Certificate of Registry</b>		The law of the sea; Article 91				
15	<b>Ship Station Radio License</b>		ITU convention; Ch. V, Radio Reg. 18				
16	<b>List V; list of ship stations</b>		ITU convention				
17	<b>List IV; list of coast stations</b>		ITU convention;				
18	<b>ITU Manual</b>		ITU convention;				
19	<b>Certificate of CLASS</b>						
20	<b>Panama Tonnage</b>						
21	<b>Suez Tonnage</b>						
<b>8. Plans and documents</b>							
1.2.1	<b>Main Plans:</b>						
1	<b>General arrangement</b>		MSC/Circ 1135	“			

2	<b>Capacity plan</b>		MSC/Circ 1135	“			
3	<b>Hydrostatic curves</b>		MSC/Circ 1135	“			
4	<b>Loading Manual, where required</b>		MSC/Circ 1135	“			
1.2.2	<b>Structure Plans:</b>						
1	<b>Midship section</b>		MSC/Circ 1135	“			
2	<b>Scantling plan</b>		MSC/Circ 1135	“			
3	<b>Decks</b>		MSC/Circ 1135	“			
4	<b>Shell expansion</b>		MSC/Circ 1135	“			
5	<b>Transverse bulkheads</b>		MSC/Circ 1135	“			
6	<b>Rudder and rudder stock</b>		MSC/Circ 1135	“			
7	<b>Cargo hatch covers, when applicable</b>		MSC/Circ 1135	“			
8	<b>Bilge ballast and cargo piping diagrams</b>		MSC/Circ 1135	“			
9	<b>Ship Construction File</b>		Reg. II-1/3-10 MSC.1/Circ 1343	Oil Tankers & Bulk Carriers ≥ 150 m in length			
10	<b>Deck / Engine Log Books (All entries as required)</b>		Reg. II-1/15.6.5, 15.9.4, 15.10.2, 17.3.3.2, 25.2, 25.9.4 & III/19.5	Cargo vsls ≥ 500 GT			
11	<b>Intact Stability Booklet</b>	*	Reg. II-1/5 and II-1/5-1; 22, 25-8 (ILLC Protocol 88, Reg.10); Reg. VI/7 & XII/8;	Cargo Vessels ≥ 24 m in Length			
12	<b>Damage Control Plan &amp; Booklet</b>		Reg. II-1/19, MSC.1/Circ.1245	Cargo vsls ≥ 500 GT			
13	<b>Maneuvering information ( Maneuvering Booklet)</b>		Reg. II-1/28	Cargo Vsls ≥ 500 GT			
14	<b>-Training Manual (SOLAS) -Fire Safety Operational Booklet (STM: Secion-6) -Training Manual for LS A (STM: appendices A &amp; B) -Instructions for on-board maintenance of Life-Saving Appliances (STM)</b>	All in STM	Reg. II-2 / 15.2.3 Reg. II-2 / 16 Reg. III / 35 Reg. III / 36	Vessels ≥ 500 GT			
15	<b>Fire Control &amp; Safety Plan</b>		Reg. II-2 / 15.2.4 & 15.3.2	Vessels ≥ 500 GT			
16	<b>Documentation Evaluation of the alternative design and arrangements * as applicable</b>	*	Reg. II-2 / 17 II-1/55, III-38	Vessels ≥ 500 GT			
17	<b>Factual Statement Lifeboat release and retrieval system / alternatively statement of acceptance. (Ships Constructed before 2014-07-01 fitted with Lifeboat On-load release mechanism: first scheduled dry-docking after 2014-07-01 but not later than 2019-07-01.)</b>		Reg. III /1.5 LSA Code 4.4.7.6	Cargo Vsls ≥ 500 GT			

18	<b>International Code of Signals</b>		Reg. V / 21	Cargo VsIs ≥ 300 GT			
19	<b>Up-to-date copy IAMSAR Manual, Volume III</b>		Reg. V / 21	Cargo VsIs ≥ 300 GT			
20	<b>Deviation Curve for Magnetic Compass</b>		Reg. V / 19.2.1.3	Cargo VsIs ≥ 150 GT			
21	<b>Result of calculation of moderate rate of discharge in accordance with MEPC.157(55)</b>	*	Reg. 11.1.1 Res. MEPC. 164(56)	VsIs ≥ 400 GT or carrying more than 15 persons fitted with a sewage holding tank for untreated sewage. (Note 4)			

\* These plans and documents have to be approved by administrations or an organization authorised By them(EEDI technical file and DMLC part II shall be verified.

- 1 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 Cargo Ship Safety Construction Certificate, Cargo Ship Safety Equipment Certificate and Cargo Ship Safety Radio Certificate. A Record of Equipment for the Cargo Ship Safety Certificate (Form C) shall be permanently attached.
- 2 Untreated sewage from ships other than passenger ships in all areas and from passenger ships outside special areas that has been stored in holding tanks shall be discharged at a moderate rate approved by the Administration based upon the standards developed by the Organization.
- 3 survey and issuance only if required by flag state or wished by owner.

9.	Other Certificates & Documents (Part B)	Applicable to	Yes	No	Valid & Correctly Endorsed as applicable
1	<b>COC: CARRIAGE OF SOLID BULK CARGOES</b>				
2	<b>BUNKER CLC</b>				
3	<b>LIFE BOAT FIVE YEARLY</b>				
4	<b>LIFE BOAT ANNUAL</b>				
5	<b>LIFERAFT (PORT)</b>				
6	<b>LIFERAFT (PORT)</b>				
7	<b>LIFERAFT (STBD)</b>				
8	<b>LIFERAFT (STBD)</b>				
9	<b>LIFERAFT (FWD)</b>				
10	<b>FIXED FIRE EXT. INSTALLATION</b>				
11	<b>PORTABLE FIRE EXTINGUISHERS</b>				
12	<b>FIXED FFA FOAM COMPOUND/DCP</b>				
13	<b>FIRE HOSE TEST</b>				
14	<b>P&amp;I CLUB ENTRY</b>				
15	<b>H &amp; M INSURANCE</b>				

16	<b>MEDICAL CHEST</b>				
17	<b>DOC IGPP (GARBAGE)</b>				
18	<b>LOADING INSTRUMENT</b>				
19	<b>INERT GAS SYSTEM</b>				
20	<b>CARGO GEAR FIVE YEARLY</b>				
21	<b>OWS 15 PPM CALIBRATION</b>				
22	<b>WIRE &amp; MOORING ROPE CERTIFICATES</b>				
23	<b>CONDITION ASSESSMENT SCHEME (CAS)</b>	MARPOL Annex I Reg 20 &21 MEPC 94-99-112-131-155-238			
24	<b>SUBDIVISION AND STABILITY INFORMATION</b>	MARPOL ANNEX I Reg.28			
25	<b>EEBD</b>				
26	<b>IMMERSION SUITS: PERIDIC TESTING &amp; MONTHLY INSPECTION</b>				

Comments / Remarks:			
Completion Date:			
Master's Name, Signature & Stamp:		Chief Engineer's Name, Signature & Stamp:	
Inspector's Name & Signature:		Comments / Remarks:	

Dept. Tel No. : +98-21-26100357

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**Please reply to [dma@sealeaders.com](mailto:dma@sealeaders.com)**

(Note: This e-mail has been sent as BCC <blind carbon copy to : All R.O.D.-SMC Vessels, to eliminate the lengthy list that would result if this e-mail is printed)