

---

4 ALBERT EMBANKMENT  
LONDON SE1 7SR  
Telephone: +44 (0)20 7735 7611 Fax: +44 (0)20 7587 3210

FAL.2/Circ.127  
MEPC.1/Circ.817  
MSC.1/Circ.1462  
1 July 2013

**LIST OF CERTIFICATES AND DOCUMENTS REQUIRED  
TO BE CARRIED ON BOARD SHIPS, 2013**

1 The Facilitation Committee, at its thirty-eighth session (8 to 12 April 2013), the Marine Environment Protection Committee, at its sixty-fifth session (13 to 17 May 2013), and the Maritime Safety Committee, at its ninety-second session (12 to 21 June 2013), approved the List of certificates and documents required to be carried on board ships, 2013, 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 Due to amendments to relevant instruments since the issuance of FAL.2/Circ.123-MEPC/Circ.769-MSC/Circ.1409, the list has been revised to take account of the relevant provisions of the aforementioned amendments.

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.123-MEPC/Circ.769-MSC/Circ.1409.

\*\*\*



**ANNEX**

**CERTIFICATES AND DOCUMENTS REQUIRED TO BE CARRIED  
 ON BOARD SHIPS, 2013**

(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 Convention, 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 Convention, article 16; 1988 LL Protocol, 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 Convention, article 6; 1988 LL Protocol, article 16
	<b>Coating Technical File</b> A Coating Technical File, containing specifications of the coating system applied 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, 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.	SOLAS 1974, regulation II-1/3-2; Performance standard for protective coatings for dedicated seawater ballast tanks in all types of ships and double-side skin spaces of bulk carriers (resolution MSC.215(82))

No.	Contents	Reference
	<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 on As-built construction drawings to be maintained on board the ship and ashore</p>
	<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> <ul style="list-style-type: none"> <li>.1 for which the building contract is placed on or after 1 July 2016;</li> <li>.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</li> <li>.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,</li> </ul> <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 on Guidelines for the information to be included in a Ship Construction File</p>
	<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 Convention; 1988 LL Protocol, regulation 10</p>

No.	Contents	Reference
	<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>	SOLAS 1974, regulation II-1/19; MSC.1/Circ.1245
	<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>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>	SOLAS 1974, regulation II-2/15.2.3
	<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>	SOLAS 1974, regulations II-2/15.2.4 and II-2/15.3.2
	<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>	SOLAS 1974, regulation II-2/15.2.2.5

No.	Contents	Reference
	<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>Maintenance plans</b>            The maintenance plan shall include the necessary information about fire protection systems and fire-fighting systems and appliances as required under regulation II-2/14.2.2. For tankers, additional requirements are referred to in regulation II-2/14.4.</p>	<p>SOLAS 1974, regulations II-2/14.2.2 and II-2/14.4</p>
	<p><b>Training manual</b>            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>
	<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>	<p>SOLAS 1974, regulations V/19.2.1.4 and V/27</p>
	<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 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>

No.	Contents	Reference
	<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>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>
	<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>	<p>SOLAS 1974, regulation V/18.9; MSC.1/Circ.1252</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 provisions of the STCW Code annexed to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978. 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>STCW 1978, article VI, regulation I/2; STCW Code, section A-I/2</p>

No.	Contents	Reference
	<p><b>Records of 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; Maritime Labour Convention, 2006; Seafarers' Hours of Work and the Manning of Ships Convention, 1996 (No.180); 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><i>Note: The Maritime Labour Convention, 2006 shall come into force on 20/08/2013.</i></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>



No.	Contents	Reference
	<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>
	<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.71(38); MEPC/Circ.317</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>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>	<p>SOLAS 1974, regulation V/18.8</p>

No.	Contents	Reference
	<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</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>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>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>

No.	Contents	Reference
	<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>
	<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>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 Convention, regulation 2(1) of annex 4</p>
	<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 Convention, regulation 5(1) of annex 4</p>

No.	Contents	Reference
	<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>
	<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>

No.	Contents	Reference
	<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>EEDI Technical File</b>            Applicable to ships falling into one or more of categories in MARPOL Annex VI, regulations 2.25 to 2.35.</p>	<p>MARPOL Annex VI, regulation 20</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.</p>	<p>NO<sub>x</sub> Technical Code, paragraph 2.3.4</p>
	<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 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, paragraph 2.3.7</p>
	<p><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.</p>	<p>SOLAS 1974, regulation I/12;            1988 SOLAS Protocol, regulation I/12</p>
	<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>	<p>SOLAS 1974, regulation V/19-1;            MSC.1/Circ.1307</p>

<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>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; Code on noise levels on board ships, section 4.3</p> <p><i>Note: The above mandatory requirements are expected to enter into force on 1/7/2014</i></p>
	<p><b>Ship-specific Plans and Procedures for Recovery of Persons from the Water</b>            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><i>Note: The above mandatory requirements are expected to enter into force on 1/7/2014</i></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; 1988 SOLAS Protocol, regulation I/12</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.            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             SSTP 73, rule 5</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>
	<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>3</b></p>	<p><b>In addition to the certificates listed in section 1 above, cargo ships shall carry:</b></p>	
	<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;            1988 SOLAS Protocol, regulation I/12</p>

No.	Contents	Reference
	<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>	SOLAS 1974, regulation I/12; 1988 SOLAS Protocol, regulation I/12
	<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>	SOLAS 1974, regulation I/12, as amended by the GMDSS amendments; 1988 SOLAS Protocol, regulation I/12
	<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>	1988 SOLAS Protocol, regulation I/12
	<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>	SOLAS 1974, regulation VI/9; International Code for the Safe Carriage of Grain in Bulk, section 3
	<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>	CLC 1969, article VII



No.	Contents	Reference
	<p><b>Certificate of insurance or other financial security in respect of civil liability for bunker oil pollution damage</b>            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 of greater than 1,000 GT 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 paragraph 2.</p>	<p>Bunker Convention 2001, article 7</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>
	<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 of resolution A.744(18) – Guidelines on the enhanced programme of inspections during surveys of bulk carriers and oil tankers.</p> <p><i>Note: refer to requirements of survey report file and supporting documents for bulk carriers and oil tankers as referred to in paragraphs 6.2 and 6.3 of annex A/annex B, part A/part B, 2011 ESP Code.</i></p>	<p>SOLAS 1974, regulation XI-1/2; resolution A.744(18)</p> <p><i>Note: The 2011 ESP Code is expected to come into force on 1/1/2014 and to supersede resolution A.744(18)</i></p>

No.	Contents	Reference
	<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>
	<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); resolution MEPC.108(49)</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>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>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; Code of Practice for the Safe Loading and Unloading of Bulk Carriers (BLU Code)</p>

No.	Contents	Reference
	<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>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); resolution MEPC.99(48); resolution MEPC.112(50); resolution MEPC.131(53); resolution MEPC.155(55)</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>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
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 8</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 15.2</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)</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</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;            BCH Code, as modified by resolution MSC.18(58), 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;            IBC Code as modified by resolutions MSC.16(58) and MEPC.40(29), 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>	<p>IGC Code, section 1.5;            IGC Code, as modified by resolution MSC.17(58), section 1.5</p>
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>	<p>SOLAS 1974, regulation X/3;            1994 HSC Code, section 1.8;            2000 HSC Code, section 1.8</p>
	<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>	<p>1994 HSC Code, section 1.9;            2000 HSC Code, section 1.9</p>
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>	<p>SOLAS 1974, regulation II-2/19.4</p>

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>	
	<p><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.</p>	SOLAS 1974, regulations VII/4.5 and VII/7-2; 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>	
	<p><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.</p>	SOLAS 1974, regulation VII/16; INF Code (resolution MSC.88(71)), paragraph 1.3
11	<b>In addition to the certificates listed in sections 1, and 2 or 3 above, where applicable, any Nuclear Ship shall carry:</b>	
	<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

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 Code of Safety for Special Purpose Ships, a Special Purpose Ship Safety Certificate should be issued after survey in accordance with the provisions of paragraph 1.6 of the Code for Special Purpose Ships. 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>Resolution A.534(13), as amended by MSC/Circ.739; 2008 SPS Code (resolution MSC.266(84)), SOLAS 1974, regulation I/12; 1988 SOLAS Protocol, regulation I/12</p>
<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>	<p>Resolution MSC.235(82)</p>
	<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>	<p>Resolution A.673(16); MARPOL Annex II, regulation 13(4)</p>
<b>Diving systems</b>		
	<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.536(13), section 1.6</p>



No.	Contents	Reference
	<b>Passenger submersible craft</b>	
	<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>
	<b>Dynamically supported craft</b>	
	<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>Resolution A.373(X), section 1.6</p>
	<b>Mobile offshore drilling units</b>	
	<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, the Code for the Construction and Equipment of Drilling Units, 1989.</p>	<p>Resolution A.414(XI), section 1.6; resolution A.649(16), section 1.6; resolution A.649(16), as modified by resolution MSC.38(63), section 1.6; 2009 MODU Code (resolution A.1023(26))</p>
	<b>Wing-In-Ground (WIG) Craft</b>	
	<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, section 9</p>

<b>No.</b>	<b>Contents</b>	<b>Reference</b>
	<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.	MSC/Circ.1054, section 10
	<b>Noise levels</b>	
	<b>Noise Survey Report</b> Applicable to existing ships to which SOLAS II-1/3-12 does not apply.  A noise survey report should be made for each ship in accordance with the Code on Noise Levels on Board Ships.	Resolution A.468(XII), section 4.3

---