

## ANNEX

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

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

#### **1. FOR ALL SHIPS ON INTERNATIONAL VOYAGES**

##### **1.1 CERTIFICATES:**

###### **.1 Certificate of Registry;**

*On completion of the registry of a ship, the Registrar shall grant a Certificate of Registry which shall state the particulars entered in the register.*

*(Merchant Shipping Act, Section 16(1))*

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

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

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

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

*(Merchant Shipping (Tonnage) Regulations, regulation 7(1)(b))*

###### **\* .4 International Load Line Certificate or Singapore Load Line Certificate, as appropriate;**

*An International Load Line Certificate shall be issued under the provisions of the International Convention on Load Lines, 1966, as modified by the 1988 LL Protocol for ships of 24 metres in length and above. A Singapore Load Line Certificate shall be issued to every new ship of less than 24 metres in length or every existing ship of less than 150 tons gross tonnage which has been surveyed and marked in accordance with the Merchant Shipping (Load Lines) Regulations.*

*(LL Protocol, article 18; MS (Load Lines) Regulations, regulation 16(2))*

###### **\* .5 International Load Line Exemption Certificate or Singapore Load Line Exemption Certificate as appropriate (when an exemption has been granted);**

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

*(LL Protocol, article 18; MS (Load Lines) Regulations, regulation 16(3))*

###### **\* .6 International Oil Pollution Prevention Certificate or Singapore Oil Pollution Prevention Certificate, as appropriate;**

*An International Oil Pollution Prevention Certificate shall be issued, after survey in accordance with regulation 4 of Annex I of MARPOL 73/78, to any oil tanker of 150 gross tonnage and above and any other ship of 400 gross tonnage and above which are engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties to*

*MARPOL 73/78. The certificate is supplemented with a Record of Construction and Equipment for Ships other than Oil Tankers (Form A) or Record of Construction and Equipment for Oil Tankers (Form B), as appropriate.  
(MARPOL 73/78, Annex I, regulation 5)*

- .7 International Sewage Pollution Prevention Certificate (w.e.f. 1 August 2005);**  
*An International Sewage Pollution Prevention Certificate shall be issued, after an initial or renewal survey in accordance with the provisions of regulation 4 of Annex IV of MARPOL 73/78, to any ship which is required to comply with the provisions of the Annex and is engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties to the Convention.  
(MARPOL 73/78, Annex IV, regulation 5; MEPC/Circ.408)*

*NOTE: For ships constructed on or after 27 September 2003 or delivery of which is 3 years or more after 27 September 2003, calling at ports of Parties to MARPOL Annex IV from 27 September 2003, a Certificate of Compliance is required.  
This requirement shall apply no later than 27 September 2008 for ships constructed before 27 September 2003.*

- .8 International Air Pollution Prevention Certificate, or Singapore Air Pollution Prevention Certificate, as appropriate;**  
*An International Air Pollution Prevention Certificate shall be issued, after survey in accordance with the provisions of regulation 5 of Annex VI, to: (a) any ship of 400 gross tonnage or above engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties; and (b) platforms and drilling rigs engaged in voyages to waters under the sovereignty or jurisdiction of other Parties to the Protocol of 1997. A Singapore Air Pollution Prevention Certificate shall be issued to ships of 400 gross tonnage or above which operate within Singapore waters and are not engaged in voyages to waters under the sovereignty or jurisdiction of other Parties to the Protocol of 1997.  
(MARPOL 73/78, Annex VI, regulation 6; Prevention of Pollution of the Sea (Air) regulations)*

*NOTE: This requirement shall apply from 19 May 2005 for ships constructed on or after 19 May 2005;  
This requirement shall apply no later than the first scheduled drydocking after 19 May 2005, but in no case later than 19 May 2008, for ships constructed before 19 May 2005.*

- .9 Engine International Air Pollution Prevention Certificate;**  
*An Engine International Air Pollution Prevention Certificate shall be issued for diesel engines (except emergency diesel engines, engines installed in lifeboats and any device or equipment intended to be used solely in case of emergency) with a power output of more than 130 kW installed on ships, irrespective of GT, built on or after 1 January 2000, after pre-certification survey in accordance with the provisions of the Technical Code on Control of Emission of Nitrogen Oxides from Marine Diesel Engines (NO<sub>x</sub> Code).  
(Technical Code on Control of Emission of Nitrogen Oxides from Marine Diesel Engines (NO<sub>x</sub> Code) ,paragraph 2.1.1.1)*

- \* .10 International Ship Security Certificate (ISSC) or Interim International Ship Security Certificate;**  
*An International Ship Security Certificate (ISSC) shall be issued to every ship by the Administration or an organization recognized by it to verify that the ship complies with the maritime security provisions of SOLAS chapter XI-2 and part A of the ISPS Code. An interim ISSC may be issued under the ISPS Code part A, section 19.4.  
(SOLAS 1974 (2002 amendments), regulation XI-2/9.1.1; ISPS Code part A, section 19 and appendices.)*

- \* .11 **Certificates for Master, Officers or Ratings;**  
*Certificates for masters, officers or ratings shall be issued, as applicable, to those seafarers who, to the satisfaction of the MPA, meet the requirements for service, age, medical fitness, training, qualifications and examinations in accordance with the provisions of the STCW Code annexed to the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended. Formats of certificates are given in section A-I/2 of the STCW Code. Certificates must be kept available in their original form on board the ships on which the holder is serving. (STCW 1978 (1995 amendments), article VI, regulation I/2, STCW Code, section A-I/2)*
- .12 **Certificates of Endorsement;**  
*An Administration which recognizes a certificate under regulation I/10 shall endorse such certificate to attest its recognition. Subject to the provisions of regulation I/10, paragraph 5, any certificate required by the Convention must be kept available in its original form on board the ship on which the holder is serving. (STCW 1978 (1995 amendments), regulation I/2)*
- \* .13 **Document of Compliance;**  
*A document of compliance shall be issued to every company which complies with the requirements of the ISM Code. A **copy** of the document shall be kept on board. (SOLAS 1974, regulation IX/4; ISM Code, paragraph 13)*
- \* .14 **Safety Management Certificate;**  
*A Safety Management Certificate shall be issued to every ship by the MPA or an organization recognized by the MPA. The MPA or an organization recognized by it shall, before issuing the Safety Management Certificate, verify that the company and its shipboard management operate in accordance with the approved safety management system. (SOLAS 1974, regulation IX/4; ISM Code, paragraph 13)*
- .15 **Crew Accommodation Certificate;**  
*After a survey under regulation 5(2) of the Merchant Shipping (Crew Accommodation) Regulations, a ship which complies with these Regulations shall be issued with a crew accommodation certificate. (Merchant Shipping (Crew Accommodation) Regulations, regulation 5(3))*
- .16 **Crew Accommodation Exemption Certificate;**  
*When a ship is exempted from any of the Merchant Shipping (Crew Accommodation) Regulations under regulation 3, an exemption certificate for crew accommodation in respect of the ship shall be issued. (Merchant Shipping (Crew Accommodation) Regulations, regulation 5(5))*
- .17 **Deratting or Deratting Exemption Certificate;**  
*A deratting certificate or deratting exemption certificate shall be issued only by the health authority of a port designated for that purpose by its national health administration. (Infectious Diseases (Quarantine) Regulations, regulation 28(4); International Health Regulations)*
- .18 **Certificates of Class** if the ship is classed;
- .19 **Dispensation Certificate from the technical requirements of the International Regulations for Preventing Collisions at Sea, 1972 (when a dispensation has been granted); and**  
*A dispensation certificate shall be issued when it has been determined that a vessel of special construction or purpose cannot comply fully with the provisions of any of these Rules. (COLREG Rule 1(e))*

- .20 Order of Druggist (Medical Supplies Certificate);**  
*The medicines and medical stores shall be inspected at least once in every 12 months by a registered pharmacist, who, on being satisfied that the ship is provided with medicines and medical stores in accordance with the appropriate scale, shall issue a certificate to that effect.*  
(Merchant Shipping (Medical Stores) Regulations, regulation 10)

## 1.2 DOCUMENTS AND DRAWINGS:

- \* **.1 Minimum Safe Manning Document;**  
*Every ship to which chapter I of the Convention applies shall be provided with an appropriate safe manning document or equivalent issued by the MPA as evidence of the minimum safe manning.*  
(SOLAS 1974 (2000 amendments), regulation V/14.2)
- \* **.2 Intact Stability Booklet;**  
*Every passenger ship regardless of size and every cargo ship of 24 metres and over shall be inclined on completion and the elements of their stability determined. The master shall be supplied with a Stability Booklet containing such information as is necessary to enable him, by rapid and simple procedures, to obtain accurate guidance as to the ship under varying conditions of loading. For bulk carriers, the information required in a bulk carrier booklet may be contained in the stability booklet.*  
(SOLAS 1974, regulations II-1/22 and II-1/25-8; 1988 LL Protocol, regulation 10)
- \* **.3 Damage Control Plans and Booklet;**  
*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.*  
(SOLAS 1974, regulations II-1/23, 23-1, 25-8; MSC/Circ.919)
- \* **.4 Fire safety training manual;**  
*A training manual shall be written in the working language of the ship and shall be provided in each crew mess room and recreation room or in each crew cabin. The manual shall contain the instructions and information required in regulation II-2/15.2.3.4. Part of such information may be provided in the form of audio-visual aids in lieu of the manual.*  
(SOLAS 1974 (2000 amendments), regulation II-2/15.2.3)
- \* **.5 Fire Control plan/booklet, and also Duplicates of Plans or Booklets on either side of ship outside deckhouse in prominently marked weathertight containers;**  
*General arrangement plans shall be permanently exhibited for the guidance of the ship's officers, showing clearly for each deck the control stations, the various fire sections together with particulars of the fire detection and fire alarm systems and the fire-extinguishing appliances etc. Alternatively, the aforementioned details may be set out in a booklet, a copy of which shall be supplied to each officer, and one copy shall at all times be available on board in an accessible position. Plans and booklets shall be kept up to date; any alterations shall be recorded as soon as practicable. A duplicate set of fire control plans or a booklet containing such plans shall be permanently stored in a prominently marked weathertight enclosure outside the deckhouse for the assistance of shore-side fire-fighting personnel.*  
(SOLAS 1974 (2000 amendments), regulation II-2/15.2.4)

- \* .6 **On board training and drills record;**  
*Fire drills shall be conducted and recorded in accordance with the provisions of regulations III/19.3 and III/19.5.  
(SOLAS 1974 (2000 amendments), regulation II-2/15.2.2.5)*
- \* .7 **Fire safety operational booklet;**  
*The fire safety operational booklet shall contain the necessary information and instructions for the safe operation of the ship and cargo handling operations in relation to fire safety. The booklet shall be written in the working language of the ship and be provided in each crew mess room and recreation room or in each crew cabin. The booklet may be combined with the fire safety training manuals required in regulation II-2/15.2.3.  
(SOLAS 1974 (2000 amendments), regulation II-2/16.2)*
- \* .8 **Cargo Securing Manual;**  
*All cargoes, other than solid and liquid bulk cargoes, cargo units and cargo transport units, shall be loaded, stowed and secured throughout the voyage in accordance with the Cargo Securing Manual approved by the MPA. In ships with ro-ro spaces, as defined in regulation II-2/3.41, all securing of such cargoes, cargo units and cargo transport units, in accordance with the Cargo Securing Manual, shall be completed before the ship leaves the berth. The Cargo Securing Manual is required on all types of ships engaged in the carriage of all cargoes other than solid and liquid bulk cargoes, which shall be drawn up to a standard at least equivalent to the guidelines developed by the Organization.  
(SOLAS 1974 (2002 amendments), regulations VI/5.6 and VII/5; MSC/Circ.745)*
- \* .9 **Oil Record Book;**  
*Every oil tanker of 150 gross tonnage and above and every ship other than an oil tanker of 400 gross tonnage and above shall be provided with an Oil Record Book, Part I (Machinery space operations). Every oil tanker of 150 gross tonnage and above shall also be provided with an Oil Record Book, Part II (Cargo/ballast operations).  
(MARPOL 73/78, Annex I, regulation 20)*
- \* .10 **Shipboard Oil Pollution Emergency Plan (SOPEP);**  
*Every oil tanker of 150 gross tonnage and above and every ship other than an oil tanker of 400 gross tonnage and above shall carry on board a Shipboard Oil Pollution Emergency Plan approved by the MPA.  
(MARPOL 73/78, Annex I, regulation 26)*
- \* .11 **Garbage Management Plan;**  
*Every ship of 400 gross tonnage and above and every ship which is certified to carry 15 persons or more shall carry a garbage management plan.  
(MARPOL 73/78, Annex V, regulation 9)*
- \* .12 **Garbage Record Book;**  
*Every ship of 400 gross tonnage and above and every ship which is certified to carry 15 persons or more engaged in voyages to ports or offshore terminals under the jurisdiction of other Parties to the Convention and every fixed and floating platform engaged in exploration and exploitation of the sea-bed shall be provided with a Garbage Record Book.  
(MARPOL 73/78, Annex V, regulation 9)*
- .13 **Bunker Delivery Note;**  
*For each ship subject to regulations 5 and 6 of MARPOL Annex VI, details of fuel oil for combustion purposes delivered to and used on board shall be recorded by means of a bunker delivery note which shall contain at least the information specified in appendix V to this Annex. The bunker delivery note shall be kept on board the ship in such a place as to be readily available for inspection at all reasonable times. It shall be retained for a period of three years after the fuel oil has been delivered on board.*

(MARPOL Annex VI, regulation 18(3), (4))

NOTE: This requirement shall apply from 19 May 2005

- \* .14 **Voyage data recorder system – Certificate of Compliance;**  
*The voyage data recorder system, including all sensors, shall be subjected to an annual performance test. The test shall be conducted by an approved testing or servicing facility to verify the accuracy, duration and recoverability of the recorded data. In addition, tests and inspections shall be conducted to determine the serviceability of all protective enclosures and devices fitted to aid location. A copy of the certificate of compliance issued by the testing facility, stating the date of compliance and the applicable performance standards, shall be retained on board the ship.*  
(SOLAS 1974, regulation V/18.8)
- \* .15 **Ship Security Plan and associated records;**  
*Each ship shall carry on board a ship security plan approved by the Administration. The plan shall make provisions for the three security levels as defined in part A of the ISPS Code. Records of the following activities addressed in the ship security plan shall be kept on board for at least the minimum period specified by the Administration:*
- .1 training, drills and exercises;
  - .2 security threats and security incidents;
  - .3 breaches of security;
  - .4 changes in security level;
  - .5 communications relating to the direct security of the ship such as specific threats to the ship or to port facilities the ship is, or has been, in;
  - .6 internal audits and reviews of security activities;
  - .7 periodic review of the ship security assessment;
  - .8 periodic review of the ship security plan;
  - .9 implementation of any amendments to the plan; and
  - .10 maintenance, calibration and testing of any security equipment provided on board, including testing of the ship security alert system.
- (SOLAS 1974 (2002 amendments), regulation XI-2/9; ISPS Code part A, sections 9 and 10)
- \* .16 **Continuous Synopsis Record (CSR);**  
*Every ship to which chapter I of the Convention applies shall be issued with a Continuous Synopsis Record. The Continuous Synopsis Record provides an on-board record of the history of the ship with respect to the information recorded therein.*  
(SOLAS 1974 (2002 amendments), regulation XI-1/5)
- .17 **Manoeuvring Information;**  
*The ability of the machinery to reverse the direction of thrust of the propeller in sufficient time, and so to bring the ship to rest within a reasonable distance from maximum ahead service speed, shall be demonstrated and recorded. The stopping times, ship headings and distances recorded on trials, together with the results of trials to determine the ability of ships having multiple propellers to navigate and manoeuvre with one or more propellers inoperative, shall be available on board for the use of the master or designated personnel.*  
(SOLAS 1974, regulation II-1/28)
- .18 **Approved Loading and Ballasting Information;**  
*The master of every new ship shall be supplied with sufficient information, in an approved form, to enable him to arrange for the loading and ballasting of his ship in such a way as to avoid the creation of any unacceptable stresses in the ship's structure.*  
(Load Line 66/88, regulation 10)
- .19 **Articles of Agreement, consisting of Forms Marine 68A, 68B 68C and 68D;**  
*An agreement in writing shall be made between each person employed as a seaman on a ship and the person employing him and shall be signed both by him and by or on behalf of*

*the person employing him. A crew agreement shall be carried in the ship to which the agreement relates whenever the ship goes to sea.  
(Merchant Shipping Act, section 53)*

**.20 Statement of Account of Wages of Seaman/Allotment Note;**

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

*(Merchant Shipping Act, section 57)*

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

*(Merchant Shipping Act, section 62)*

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

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

*(Merchant Shipping (Crew Agreements, Lists of Crew and Discharge of Seamen) Regulations, regulation 4(1)(b))*

**.22 Return of Births and Deaths;**

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

*(a) shall be in writing;*

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

*(c) shall contain —*

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

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

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

**.23 Official Log Book;**

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

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

**.24 Deck Log Book;**

**.25 Engine Log Book;**

**.26 Radio Records;**

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

*Note: MPA will cease to print the GMDSS log books once the current stock runs out.*

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

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

**.27 Ship's Station Licence;**

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

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

**.28 Certificates of the ship station operator or operators;**

**.29 GMDSS certificates of the operator or operators (if a GMDSS installation is required);**

*Passenger ships of all sizes and cargo ships of 300 gross tonnage and upwards installed*

*with GMDSS shall carry personnel qualified for distress and safety radio communications.  
(Merchant Shipping (Safety Convention Amendment) Regulations 1995)*

- .30 Illustrated Table of Life-Saving Signals;**  
*An illustrated table describing the life-saving signals shall be readily available to the officer of the watch of every ship to which this chapter applies.  
(SOLAS regulation V/16)*
- .31 Muster Lists;**  
*Muster lists and emergency instructions complying with the requirements of regulation 37 shall be exhibited in conspicuous places throughout the ship including the navigation bridge, engine-room and crew accommodation spaces.  
(SOLAS regulation III/8.3)*
- .32 Emergency Instructions for each person on board;**  
*Clear instructions to be followed in the event of an emergency shall be provided for every person on board. In the case of passenger ships these instructions shall be drawn up in the language or languages required by the ship's flag State and in the English language.  
(SOLAS regulation III/8.2)*
- .33 Training Manuals for Life-Saving Appliances;**  
*A training manual complying with the requirements of paragraph 3 shall be provided in each crew mess room and recreation room or in each crew cabin.  
(SOLAS regulation III/35.2)*
- .34 Instructions for On-Board Maintenance of Life-Saving Appliances;**  
*Instructions for on-board maintenance of life-saving appliances shall be easily understood, and illustrated wherever possible.  
(SOLAS regulation III/36)*
- .35 Documentary Evidence of Fitness of Ship to Operate with Periodically Unattended Machinery Spaces;**  
*Every ship shall be provided with documentary evidence, to the satisfaction of the MPA, of its fitness to operate with periodically unattended machinery spaces.  
(SOLAS regulation II-1/46.3)*
- .36 Table or Curve of Residual Deviations of each Standard and Steering Magnetic Compass;**
- .37 Certificates of Approval for Life-Saving Appliances;**
- .38 Certificates of Approval for Fire-Fighting Appliances;**
- .39 Certificates of Approval for Navigational Aids;**
- .40 Certificates of Approval for Navigational Lights;**
- .41 Drawings, Plans and Instruction manuals** (for Machinery Equipment and Navigational Aids including Oxygen Analysis and Gas Detection Equipment, as appropriate) necessary for the safe operation of the ship concerned; and
- .42 Reports and Records of Periodical Surveys of Hull, Machinery, Boilers and Safety Valves and Equipment.**
- .43 As-built construction drawings:**

  - .1 Main plans –

- .1 General arrangement;
- .2 Capacity plan;
- .3 Hydrostatic curves; and
- .4 Loading Manual, where required.
- .2 Steel plans –
  - .1 Midship section;
  - .2 Scantling plan;
  - .3 Decks;
  - .4 Shell expansion;
  - .5 Transverse bulkheads;
  - .6 Rudder and rudder stock; and
  - .7 Cargo hatch covers, where applicable.
- .3 Bilge, ballast and cargo piping diagrams.

*Shipowners should maintain on board, and also ashore, a set of the as-built construction drawings and other plans showing subsequent structural alterations.*

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

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

**1.3 PUBLICATIONS:**

**.1 Nautical charts and publications:**

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

.12 Ocean Passages of the World.

**.2 International Code of Signals;**

*All ships which, in accordance with the present Convention, are required to carry radio installations shall carry the International Code of Signals. This publication shall also be carried by any other ship which, in the opinion of the Administration, has a need to use it. (SOLAS regulation V/21.1)*

**.3 IAMSAR Manual Volume III;**

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

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

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

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

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

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

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

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

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

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

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

*See also section 1.5 below.*

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

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

These stations shall be provided with:

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

**.1 all communications relating to distress traffic in full;**

- .2 urgency and safety communications;
  - .3 observance of watch on the international distress frequency during silence periods;
  - .4 communications exchanged between the ship station and land or mobile stations;
  - .5 service incidents of all kinds;
  - .6 if the ship's rules permit, the position of the ship at least once a day;
  - .7 the opening and closing of each period of service;
  - .2 the Alphabetical List of Call Signs of Stations used in the Maritime Mobile Service;
  - .3 the List of Coast Stations;
  - .4 the List of Ship Stations (the carriage of the supplement is optional);
  - .5 the List of Radiodetermination and Special Service Stations;
  - .6 the Manual for Use by the Maritime Mobile and Maritime Mobile-Satellite Services;
  - .7 telegraph tariffs of the countries for which the station most frequently accepts radiotelegrams.
- .2 Other ship stations with Morse radiotelegraph facilities —
- .1 These stations shall be provided with the documents mentioned in items .1 to .4, .6 and .7 of paragraph 1.4.1 above.
- .3 Ship stations for which a radiotelephone installation is required by international agreement —
- These stations shall be provided with:
- .1 a log in which the following are recorded as they occur, together with the time of the occurrence, OR other arrangements for recording all information which the log should contain:
    - .1 a summary of all communications relating to distress, urgency and safety traffic;
    - .2 a reference to important service incidents;
    - .3 if the ship's rules permit, the position of the ship at least once a day;
  - .2 a list of coast stations with which communications are likely to be conducted, showing watchkeeping hours, frequencies and charges;

- .3 the provisions of the Radio Regulations and of the ITU-T Resolutions and Recommendations applicable to the maritime mobile radiotelephone service, or the Manual for Use by the Maritime Mobile and Maritime Mobile-Satellite Services.
- .4 Stations on board ships for which a GMDSS installation is required by international agreement —

These stations shall be provided with:

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

#### 1.5 PUBLICATIONS RECOMMENDED FOR CARRIAGE ON BOARD

- .1 SOLAS Convention;
- .2 MARPOL Convention;
- .3 Load Lines Convention;
- .4 COLREG Convention;
- .5 STCW Convention and Code;

- .6 Tonnage Measurement Convention;
- .7 IMO Standard Marine Communication Phrases (SMCP); and
- .8 Guide to Helicopter/Ship operations (ICF)

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

## 2. FOR PASSENGER SHIPS

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

### 2.1 CERTIFICATES:

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

### 2.2 DOCUMENTS:

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

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

- \* .1 **Search and Rescue Co-operation Plan;**  
*Passenger ships to which chapter I of the Convention applies, trading on fixed routes, shall have on board a plan for co-operation with appropriate search and rescue services in event of an emergency.*  
*(SOLAS 1974 (2000 amendments), regulation V/7.3)*
- \* .2 **List of Operational Limitations;**  
*Passenger ships to which chapter I of the Convention applies shall keep on board a list of all limitations on the operation of the ship, including exemptions from any of the SOLAS regulations, restrictions in operating areas, weather restrictions, sea state restrictions, restrictions in permissible loads, trim, speed and any other limitations, whether imposed by the MPA or established during the design or the building stages.*  
*(SOLAS 1974, (2000 amendments), regulation V/30)*
- \* .3 **Decision Support System for Masters;**  
*In all passenger ships, a decision support system for emergency management shall be provided on the navigation bridge.*  
*(SOLAS 1974, regulation III/29)*
- .4 **List of Passengers;**
- .5 **Cargo Information and appropriate Shipping Documents** including a Certificate or Declaration on the Carriage of Cargoes or for ships carrying Dangerous Goods in Packaged Form or in Solid Form in Bulk or carrying Harmful Substances in Packaged Form;
- \* .6 **Intact Stability Booklet;**  
*Every passenger ship regardless of size shall be inclined on completion and the elements of their stability determined. The master shall be supplied with a Stability Booklet containing such information as is necessary to enable him, by rapid and simple procedures, to obtain accurate guidance as to the ship under varying conditions of loading.*  
*(SOLAS 1974, regulations II-1/22 and II-1/25-8; 1988 LL Protocol, regulation 10)*
- \* .7 **Damage Control Plans and Booklet;**  
*On passenger 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.*  
*(SOLAS 1974, regulations II-1/23, 23-1, 25-8; MSC/Circ.919)*
- \* .8 **Document of Compliance with the Special Requirements for Ships Carrying Dangerous Goods** (for ships carrying dangerous goods in packaged form or in solid form in bulk) (also applicable to ships of less than 500 gross tons constructed on or after 1 Feb 92); and  
*The Administration shall provide the ship with an appropriate document as evidence of compliance of construction and equipment with the requirements of regulation II-2/19 of SOLAS 1974. Certification for dangerous goods, except solid dangerous goods in bulk, is not required for those cargoes specified as class 6.2 and 7 and dangerous goods in limited quantities.*  
*(SOLAS 1974, (2000 amendments), regulation II-2/19.4)*
- \* .9 **Dangerous Goods Manifest or Stowage Plan** (for ships carrying dangerous goods in packaged form or in solid form in bulk or harmful substances in bulk);  
*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, (2002 amendments), regulations VII/4.5 and VII/7-2; MARPOL 73/78, Annex III, regulation 4)*

### **3. FOR CARGO SHIPS**

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

#### **3.1 CERTIFICATES:**

- \* .1 **Cargo Ship Safety Construction Certificate**<sup>3</sup> (for ships of 500 GT and above);  
*A certificate called a Cargo Ship Safety Construction Certificate shall be issued after survey to a cargo ship of 500 gross tonnage and over which satisfies the requirements for cargo ships on survey, set out in regulation I/10 of SOLAS 1974, and complies with the applicable requirements of chapters II-1 and II-2, other than those relating to fire-extinguishing appliances and fire control plans. (SOLAS 1974, regulation I/12, as amended by the 1988 GMDSS amendments; 1988 SOLAS Protocol, regulation I/12)*
- \* .2 **Cargo Ship Safety Equipment Certificate**<sup>4</sup> (for ships of 500 GT and above and the certificate to be supplemented by its Record of Equipment);  
*A certificate called a Cargo Ship Safety Equipment Certificate shall be issued after survey to a cargo ship of 500 gross tonnage and over which complies with the relevant requirements of chapters II-1 and II-2 and III and any other relevant requirements of SOLAS 1974. A Record of Equipment for the Cargo Ship Safety Equipment Certificate (Form E) shall be permanently attached to the Certificate. (SOLAS 1974, regulation I/12, as amended by 1988 GMDSS amendments; 1988 SOLAS Protocol, regulation I/12 (2000 amendments), appendix)*
- \* .3 **Cargo Ship Safety Radio Certificate**<sup>5</sup> (for ships of 300 GT and above and the certificate to be supplemented by its Record of Equipment);  
*A certificate called a Cargo Ship Safety Radio Certificate shall be issued after survey to cargo ship of 300 gross tonnage and over, fitted with a radio installation, including those used in life-saving appliances which complies with the requirements of chapters III and IV and any other relevant requirements of SOLAS 1974. A Record of Equipment for the Cargo Ship Safety Radio Certificate (Form R) shall be permanently attached to the Certificate. (SOLAS 1974, regulation I/12, as amended by the 1988 GMDSS amendments; 1988 SOLAS Protocol, regulation I/12)*
- \* .4 **Cargo Ship Safety Certificate**, as an alternative to .1 to .3 above; and  
*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*

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

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

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

*an alternative to the above cargo ship safety certificates.  
(1988 SOLAS Protocol, regulation I/12 (2000 amendments), appendix)*

- \* .5 **Exemption Certificate**<sup>6</sup> or Letter of Dispensation (when an exemption or dispensation has been granted under the provisions of SOLAS 74 as amended).  
*When an exemption is granted to a ship under and in accordance with the provisions of SOLAS 1974, a certificate called an Exemption Certificate shall be issued in addition to the certificates listed above.  
(SOLAS 1974 regulation I/12; 1988 SOLAS Protocol, regulation I/12)*

### 3.2 DOCUMENTS:

- \* .1 **Intact Stability Booklet;**  
*Every cargo ship of 24 metres and over shall be inclined on completion and the elements of their stability determined. The master shall be supplied with a Stability Booklet containing such information as is necessary to enable him, by rapid and simple procedures, to obtain accurate guidance as to the ship under varying conditions of loading. For bulk carriers, the information required in a bulk carrier booklet may be contained in the stability booklet.  
(SOLAS 1974, regulations II-1/22 and II-1/25-8; 1988 LL Protocol, regulation 10)*
- \* .2 **Damage Control Plans and Booklet;**  
*On 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.  
(SOLAS 1974, regulations II-1/23, 23-1, 25-8; MSC/Circ.919)*
- \* .3 **Bulk Carrier Booklet;**  
*To enable the master to prevent excessive stress in the ship's structure, the ship loading and unloading of solid bulk cargoes shall be provided with a booklet referred to in SOLAS regulation VI/7.2. As an alternative to a separate booklet, the required information may be contained in the intact stability booklet (see 3.2.1 above).  
(SOLAS 1974 regulations VI/7 and XII/8; the Code of Practice for the Safe Loading and Unloading of Bulk Carriers (BLU Code))*
- \* .4 **Document of Authorization for the Carriage of Grain and Grain Loading Stability Booklet** (for ships carrying grain);  
*A document of authorization shall be issued for every ship loaded in accordance with the regulations of the International Code for the Safe Carriage of Grain in Bulk either by the MPA or an organization recognized by it or by a Contracting Government on behalf of the MPA. The document shall accompany or be incorporated into the grain loading manual provided to enable the master to meet the stability requirements of the Code.  
(SOLAS 1974, regulation VI/9; International Code for the Safe Carriage of Grain in Bulk, section 3)*
- \* .5 **Enhanced survey report file** (for bulk carriers);  
*Bulk carriers 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), as amended – Guidelines on the enhanced programme of inspections during surveys of bulk carriers and oil tankers.*

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

(MARPOL 73/78, Annex I, regulation 13G; SOLAS 1974 (2002 amendments), regulation XI-1/2)

- \* .6 **Cargo Information;**  
*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.*  
(SOLAS 1974, regulations VI/2 and XII/10; MSC/Circ.663)
- .7 **Cargo Information and appropriate Shipping Documents** including a Certificate or Declaration on the Carriage of Cargoes or for ships carrying Dangerous Goods in Packaged Form or in Solid Form in Bulk or carrying Harmful Substances in Packaged Form;
- \* .8 **Document of Compliance with the Special Requirements for Ships Carrying Dangerous Goods** (for ships carrying dangerous goods in packaged form or in solid form in bulk) (also applicable to ships of less than 500 gross tons constructed on or after 1 Feb 92); and  
*The MPA or any recognised organisation shall provide the ship with an appropriate document as evidence of compliance of construction and equipment with the requirements of regulation II-2/19 of SOLAS 1974. Certification for dangerous goods, except solid dangerous goods in bulk, is not required for those cargoes specified as class 6.2 and 7 and dangerous goods in limited quantities.*  
(SOLAS 1974, (2000 amendments), regulation II-2/19.4)
- \* .9 **Dangerous Goods Manifest or Stowage Plan** (for ships carrying dangerous goods in packaged form or in solid form in bulk or harmful substances in bulk);  
*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, (2002 amendments), regulations VII/4.5 and VII/7-2; MARPOL 73/78, Annex III, regulation 4)

### 3.3 PUBLICATIONS

- .1 **International Grain Code** (for ships carrying grain);  
*A cargo ship carrying grain shall comply with the requirements of the International Grain Code, and hold a document of authorization as required by that Code. For the purpose of this regulation, the requirements of the Code shall be treated as mandatory.*  
(SOLAS regulation VI/9.1)
- .2 **Code of Safe Practice for Cargo Stowage and Securing;**
- .3 **Code of Safe Practice for Ships Carrying Timber Deck Cargo;**
- .4 **Code of Safe Practice for Solid Bulk Cargoes (BC Code);**  
*For the purposes of Chapter VI Part A and B, the Code of Safe Practice for Cargo Stowage and Securing, the Code of Safe Practice for Ships Carrying Timber Deck Cargo and the Code of Safe Practice for Solid Bulk Cargoes adopted by the Organisation shall be*

*complied with wherever applicable.*

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

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

#### 4. FOR OIL TANKERS

(In addition to the Certificates, Documents and Publications in 1 and 3 (except 3.2.3–3.2.9 and 3.3).

##### 4.1 CERTIFICATES:

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

##### 4.2 DOCUMENTS:

- \* .1 **Oil Record Book, Part II** (cargo/ballast operations) (for oil tankers of 150 GT and above);  
*Every oil tanker of 150 gross tonnage and above shall be provided with an Oil Record Book, Part II (Cargo/ballast operations).*  
*(MARPOL 73/78, Annex I, regulation 20)*
- \* .2 **Subdivision and stability information;**  
*Every oil tanker to which regulation 25 of Annex I of MARPOL 73/78 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.*  
*(MARPOL 73/78, Annex I, regulation 25)*

- \* .3 **Oil Discharge Monitoring and Control (ODMC) Operational Manual;**  
*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.  
(MARPOL 73/78, Annex I, regulation 15(3)(c))*
  
- \* .4 **Record of oil discharge monitoring and control system for the last ballast voyage;**  
*Subject to provisions of paragraphs (4), (5), (6) and (7) of regulation 15 of Annex I of MARPOL 73/78, every oil tanker of 150 gross tonnage and above shall be fitted with an oil discharge monitoring and control system approved by the MPA. The system shall be fitted with a recording device to provide a continuous record of the discharge in litres per nautical mile and total quantity discharged, or the oil content and rate of discharge. This record shall be identifiable as to time and date and shall be kept for at least three years.  
(MARPOL 73/78, Annex I, regulation 15(3)(a))*
  
- \* .5 **Dedicated Clean Ballast Tank Operation Manual;**  
*Every oil tanker operating with dedicated clean ballast tanks in accordance with the provisions of regulation 13(10) of Annex I of MARPOL 73/78 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 paragraph 2 of regulation 13A of Annex I of MARPOL 73/78.  
(MARPOL 73/78, Annex I, regulation 13A)*
  
- \* .6 **Crude Oil Washing Operations and Equipment Manual (COW Manual);**  
*Every oil tanker operating with crude oil washing systems shall be provided with an Operations and Equipment Manual detailing the system and equipment and specifying operational procedures. Such a Manual shall be to the satisfaction of the Administration and shall contain all the information set out in the specifications referred to in paragraph 2 of regulation 13B of Annex I of MARPOL 73/78.  
(MARPOL 73/78, Annex I, regulation 13B)*
  
- \* .7 **Condition Assessment Scheme (CAS) Statement of Compliance, CAS Final Report and Review Record;**  
*A Statement of Compliance shall be issued by the Administration to every oil tanker which has been surveyed in accordance with the requirements of the Condition Assessment Scheme (CAS) (resolution MEPC.94(46), as amended) and found to be in compliance with these requirements. In addition, a copy of the CAS Final Report which was reviewed by the Administration for the issue of the Statement of Compliance and a copy of the relevant Review Record shall be placed on board to accompany the Statement of Compliance.  
(MARPOL 73/78, Annex I (2001 amendments (resolution MEPC.95(46))), regulation 13G; resolution MEPC.94(46))*
  
- \* .8 **Hydrostatically Balanced Loading (HBL) Operational Manual;**  
*Every oil tanker which, in compliance with regulation 13G(6)(b), operates with Hydrostatically Balanced Loading shall be provided with an operational manual in accordance with resolution MEPC.64(36).  
(MARPOL 73/78, Annex I (2001 amendments (resolution MEPC.95(46))), regulation 13G)*
  
- \* .9 **Enhanced survey report file (for oil tankers);**  
*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), as amended – Guidelines on the enhanced programme of inspections during surveys of bulk carriers and oil tankers.  
(MARPOL 73/78, Annex I, regulation 13G; SOLAS 1974 (2002 amendments), regulation XI-1/2)*

- .10 **Approved Operational Procedures for Existing Tankers having Special Ballast Arrangements on board;**
- .11 **Instruction Manual for Inert Gas System with plans and data of the installation (20,000 DWT and above); and**
- .12 **Instructions for the Operations of the Part Flow System** (if not included in the loading and ballasting information).

## 5. FOR SHIPS CARRYING NOXIOUS LIQUID CHEMICAL SUBSTANCES IN BULK

*(In addition to the Certificates, Documents and Publications in 1 and 3 (except 3.2.3–3.2.9 and 3.3).*

### 5.1 CERTIFICATES:

- \* .1 **International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk** (this certificate is not required for chemical tankers issued with the Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk or the International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk).  
*An international pollution prevention certificate for the carriage of noxious liquid substances in bulk (NLS certificate) shall be issued, after survey in accordance with the provisions of regulation 10 of Annex II of MARPOL 73/78, 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 73/78. 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.*  
*(MARPOL 73/78, Annex II, regulations 11 and 12a)*

### 5.2 DOCUMENTS:

- \* .1 **Cargo Record Book;**  
*Every ship to which Annex II of MARPOL 73/78 applies, 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 IV to the Annex.*  
*(MARPOL 73/78, Annex II, regulation 9)*
- \* .2 **Procedures and Arrangements Manual (P & A Manual);**  
*Every ship certified to carry noxious liquid substances in bulk shall have on board a Procedures and Arrangements Manual approved by the MPA or an organization recognized by it.*  
*(Resolution MEPC.18(22), chapter 2; MARPOL 73/78, Annex II, regulations 5, 5A and 8)*
- \* .3 **Shipboard Marine Pollution Emergency Plan for Noxious Liquid Substances;**  
and  
*Every ship of 150 gross tonnage and above certified to carry noxious liquid substances in*

*bulk shall carry on board a shipboard marine pollution emergency plan for noxious liquid substances approved by the MPA.  
(MARPOL 73/78, Annex II, regulation 16)*

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

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

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

**6. FOR CHEMICAL TANKERS**

*(In addition to the Certificates, Documents and Publications in 1 and 3 (except 3.2.3–3.2.9 and 3.3).*

**6.1 CERTIFICATES:**

- \* **.1 Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk** (for ships which comply with the Bulk Chemical Code); or  
*A certificate called a Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk, the model form of which is set out in the appendix to the Bulk Chemical Code, should be issued after an initial or periodical survey to a chemical tanker engaged in international voyages which complies with the relevant requirements of the Code.  
(BCH Code, section 1.6; BCH Code as modified by resolution MSC.18(58) section 1.6)*

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

- \* **.2 International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk** (for ships which comply with the International Bulk Chemical Code).  
*A certificate called an International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk, the model form of which is set out in the appendix to the International Bulk Chemical Code, should be issued after an initial or periodical survey to a chemical tanker engaged in international voyages which complies with the relevant requirements of the Code.  
(IBC Code, section 1.5; IBC Code as modified by resolutions MSC.16(58) and MEPC.40(29), section 1.5)*

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

**6.2 DOCUMENTS:**

- \* **.1 Cargo Record Book** (same book as in 5.2.1);  
*Every ship to which Annex II of MARPOL 73/78 applies, 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 IV to the Annex.  
(MARPOL 73/78, Annex II, regulation 9)*

- \* .2 **Approved Procedures and Arrangements Manual;**  
*Every ship certified to carry noxious liquid substances in bulk shall have on board a Procedures and Arrangements Manual approved by the MPA.  
(Resolution MEPC.18(22), chapter 2; MARPOL 73/78, Annex II, regulations 5, 5A and 8)*
- .3 **Information on Limitations of Cargo, Fuel or Ballast Loaded in Connection with Damage Assumptions** (for chemical tankers complying with the Bulk Chemical Code);
- .4 **Information relating to the Chemical and Physical Properties of the Products carried and Measures to be taken in an accident;**
- .5 **Manual covering Procedures for Cargo Transfer, Tank Cleaning, Gas Freeing, Ballasting, etc.;**
- .6 **Document certifying that the Oil Discharge Monitor is suitable for oil-like substances as may be listed in the IOPP Certificates; and**
- .7 **Instruction Manual for Inert Gas System, as applicable.**

### 6.3 PUBLICATIONS:

- .1 **Bulk Chemical Code** (for chemical tankers constructed before 1 Jul 86); and
- .2 **International Bulk Chemical Code** (for chemical tankers constructed on or after 1 Jul 86).

## 7. FOR GAS CARRIERS

*(In addition to the Certificates, Documents and Publications in 1 and 3, except 3.2 and 3.3).*

### 7.1 CERTIFICATES:

- \* .1 **Certificate of Fitness for the Carriage of Liquefied Gases in Bulk** (for ships which comply with the Gas Carrier Code); or  
*A certificate called a Certificate of Fitness for the Carriage of Liquefied Gases in Bulk, the model form of which is set out in the appendix to the Gas Carrier Code, should be issued after an initial or periodical survey to a gas carrier which complies with the relevant requirements of the Code.  
(GC Code, section 1.6)*
- \* .2 **International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk** (for ships which comply with the International Gas Carrier Code).  
*A certificate called an International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk, the model form of which is set out in the appendix to the International Gas Carrier Code, should be issued after an initial or periodical survey to a gas carrier which complies with the relevant requirements of the Code.  
(IGC Code, section 1.5; IGC Code as modified by resolution MSC.17(58), section 1.5)*  
*Note: The Code is mandatory under chapter VII of SOLAS 1974 for gas carriers constructed on or after 1 July 1986.*

## 7.2 DOCUMENTS:

- \* .1 **Intact Stability Booklet; and**  
*Every cargo ship of 24 metres and over shall be inclined on completion and the elements of their stability determined. The master shall be supplied with a Stability Booklet containing such information as is necessary to enable him, by rapid and simple procedures, to obtain accurate guidance as to the ship under varying conditions of loading. For bulk carriers, the information required in a bulk carrier booklet may be contained in the stability booklet.*  
*(SOLAS 1974, regulations II-1/22 and II-1/25-8; 1988 LL Protocol, regulation 10)*
  
- \* .2 **Damage Control Plans and Booklet.**  
*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.*  
*(SOLAS 1974, regulations II-1/23, 23-1, 25-8; MSC/Circ.919)*

## 7.3 PUBLICATIONS:

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

## 8. FOR MISCELLANEOUS CRAFT

### 8.1 CERTIFICATES AND DOCUMENTS

- \* .1 **Dynamically Supported Craft Construction and Equipment Certificate** (for ships complying with the Code of Safety for Dynamically Supported Craft);<sup>7</sup>  
*To be issued after survey carried out in accordance with paragraph 1.5.1 (a) of the Code of Safety for Dynamically Supported Craft.*  
*(A.373(X), section 1.6)*
  
- \* .2 **High Speed Craft Safety Certificate**, supplemented by its Record of Equipment;  
*A certificate called a High Speed Craft Safety Certificate be issued after completion of an initial or renewal survey to a craft which complies with the requirements of the 1994 HSC Code or the 2000 HSC Code, as appropriate.*  
*(SOLAS 1974, regulation X/3; 1994 HSC Code section 1.8; 2000 HSC Code, section 1.8)*
  
- .3 **Dynamically Supported Craft Permit to Operate** (for ships complying with the Code of Safety for Dynamically Supported Craft);  
*Dynamically Supported Craft Permit to Operate to be issued if the MPA is satisfied that all requirements of the DSC Code have been met.*  
*(A.373(X), section 1.6)*

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<sup>7</sup> For craft built before 1 January 1996.

- \* .4 **Permit to Operate High Speed Craft;**  
*A certificate called a Permit to Operate High Speed Craft should be issued to a craft which complies with the requirements set out in paragraphs 1.2.2 to 1.2.7 of the 1994 HSC Code or 2000 HSC Code, as appropriate.*  
*(1994 HSC Code, section 1.9; 2000 HSC Code, section 1.9)*
  
- .5 **High Speed Craft manuals;**  
*The craft shall be provided with adequate information and guidance in the form of technical manual(s) to enable the craft to be operated and maintained safely. The technical manual(s) shall consist of a route operational manual, craft operating manual, training manual, maintenance manual and servicing schedule.*  
*(1994 HSC Code section 18.2; 2000 HSC Code section 18.2)*
  
- .6 **Type Rating Certificates for masters and officers serving on High Speed Craft;**  
*A type rating certificate shall be issued to the master and all officers having an operational role following an appropriate period of operational/simulator training and on the conclusion of an examination including practical test commensurate with the operational tasks on board the particular type and model of craft concerned and the route followed.*  
*(DSC Code section 17.2.3; 1994 HSC Code section 18.3.3; 2000 HSC Code section 18.3.3)*
  
- \* .7 **International Certificate of Fitness for the Carriage of Irradiated Nuclear Fuel (INF) Cargo, as applicable;**  
*A ship carrying INF cargo shall comply with the requirements of the International Code for the Safe Carriage of Packaged Irradiated Nuclear Fuel, Plutonium and High-Level Radioactive Wastes on Board Ships (INF Code) in addition to any other applicable requirements of the SOLAS regulations and shall be surveyed and be provided with the International Certificate of Fitness for the Carriage of INF Cargo. (SOLAS 1974, regulation VII/16; INF Code (resolution MSC.88(71)), paragraph 1.3)*
  
- \* .8 **Nuclear Cargo Ship Safety Certificate or Nuclear Passenger Ship Safety Certificate, in place of the Cargo Ship Safety Certificate or Passenger Ship Safety Certificate, as appropriate;**  
*Every Nuclear powered ship shall be issued with the certificate required by SOLAS chapter VIII.*  
*(SOLAS 1974, regulation VIII/10)*
  
- \* .9 **Special Purpose Ship Safety Certificate (for ships complying with the Code of Safety for Special Purpose Ships);**  
*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.*  
*(A.534(13) as amended by MSC/Circ.739, SOLAS 1974 regulation I/12; 1988 SOLAS Protocol, regulation I/12)*
  
- .10 **Approved Damage Stability Booklet for Special Purpose Ships;**
  
- \* .11 **Certificate of Fitness for the Transportation and Handling of Limited Amounts of Hazardous and Liquid Noxious Substances in Bulk (for offshore supply vessels carrying such cargoes);**  
*When carrying such cargoes, offshore support vessels should carry a Certificate of Fitness under the "Guidelines for the Transport and Handling of Limited Amounts of Hazardous*

*and Noxious Liquid Substances in Bulk on Offshore Support Vessels”.*  
(A.673(16); MARPOL 73/78, Annex II, regulation 13(4))

- \* .12 **International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk** endorsed for offshore supply vessels carrying only such cargoes (this certificate may be issued instead of the above Certificate of Fitness);  
*If an offshore support vessel carries only noxious liquid substances, a suitably endorsed International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk may be issued instead of the above Certificate of Fitness.*  
(A.673(16); MARPOL 73/78, Annex II, regulation 13(4))
- \* .13 **Mobile Offshore Drilling Unit Safety Certificate** (for mobile offshore drilling units which comply with the Code for the Construction and Equipment of Mobile Offshore Drilling Units, 1979 & 1989, as appropriate);  
*To be issued after survey carried out in accordance with the provisions of the Code for the Construction and Equipment of Mobile Offshore Drilling Units, 1979, or, for units constructed on or after 1 May 1991, the Code for the Construction and Equipment of Mobile Offshore Drilling Units, 1989.*  
(A.414(XI) section 1.6; A.649(16) section 1.6; A.649(16) as modified by resolution MSC.38(63), section 1.6)
- \* .14 **Diving System Safety Certificate** (for diving systems complying with the Code of Safety for Diving Systems);  
*A certificate should be issued either by the MPA or any person or organization duly authorized by it after survey or inspection to a diving system which complies with the requirements of the Code of Safety for Diving Systems. In every case, the MPA should assume full responsibility for the certificate.*  
(A.536(13), section 1.6)
- \* .15 **Noise Survey Report;**  
*A noise survey report should be made for each ship in accordance with the Code on Noise Levels on Board Ships.*  
(A.468(XII), section 4.3)
- \* .16 **Wing-In-Ground Craft Safety Certificate;** and  
*A certificate called a WIG Craft Safety Certificate should be issued after completion of an initial or renewal survey to a craft, which complies with the provisions of the Interim Guidelines for WIG craft.*  
(MSC/Circ.1054, section 9)
- \*. .17 **Permit to Operate WIG Craft.**  
*A permit to operate should be issued by the Administration to certify compliance with the provisions of the Interim Guidelines for WIG craft.*  
(MSC/Circ.1054, section 10)

## 8.2 PUBLICATIONS RECOMMENDED FOR CARRIAGE ON BOARD

- .1 **DSC Code** (Dynamically supported craft);
- .2 **HSC Code, 1994** (High speed craft built after 1 January 1996 and before 1 July 2002);
- .3 **HSC Code, 2000** (High speed craft built after 1 July 2002);

- .4 **MODU Code, 1979** (Mobile offshore drilling unit built before 1 May 1991); and
- .5 **MODU Code, 1989** (Mobile offshore drilling unit built after 1 May 1991).

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

*(In addition to the Certificates, Documents and Publications, where applicable, in 1.1, 1.2 and 1.3; 3.2.4; 3.2.6; 3.2.8; 3.2.9; 3.3; and 4.2 (except 4.2.5–4.2.6, 4.2.9–4.2.12); 5, 6 and 7).*

**9.1 CERTIFICATES:**

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

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

*(In addition to the Certificates, Documents and Publications, where applicable, in 1.1, 1.2 and 1.3).*

**10.1 CERTIFICATES:**

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

**10.2 DOCUMENTS:**

- .1 **Approved Intact Stability Booklet;**
- .2 **Approved Damage Stability Booklet;**
- .3 **Chartlet of the Special Limit Area (after 31 Mar 95);** and

- .4 **Plan of the Layout of Passenger Spaces** showing the Arrangement of Seats and Escape Routes (for ships constructed on or after 1 Apr 95).