

November, 2011

Mandatory Certificates onboard – IMO Guidelines

Attached please find IMO circular, issued as FAL.2/Circ.123 / MEPC.1/Circ.769 / MSC.1/Circ.1409, which contains

“IMO’s revised list of certificates and documents to be carried on board ship, together with a brief description of the purpose of the certificates and other relevant documents”.

The enclosed circular supersedes FAL.2/Circ.87-MEPC/Circ.426-MSC/Circ.1151.

Please note that the circular on pp. 2 – 11 gives an overview of **certificates required on all ships**, listed as follows:

- International Tonnage Certificate (1969).
- International Load Line Certificate
- International Load Line Exemption Certificate
- Coating Technical File
- Construction drawings
- Ship Construction File
- Intact stability booklet
- Damage control plans and booklets
- Minimum safe manning document
- Fire safety training manual
- Fire control plan/booklet
- Onboard training and drill record
- Fire safety operational booklet
- Maintenance plans
- Training manual
- Nautical charts and nautical publications
- International Code of signals and copy of Volume III of IAMSAR Manual
- Records of navigational activities
- Manoeuvring booklet
- Certificates for masters, officers or ratings
- Record of hours of rest
- International oil pollution prevention certificate
- Oil record book
- Shipboard oil pollution emergency plan
- International sewage pollution prevention certificate
- Garbage management plan
- Garbage record book
- Voyage data recorder system-certificate of compliance
- Cargo securing manual
- Document of compliance (DOC)
- Safety management certificate (SMC)
- International ships security certificate (ISSC) or Interim international ship security certificate
- Ship security plan and associated records
- Continuous synopsis record (CSR)
- International Anti-fouling system certificate
- Declaration of Anti-fouling system
- International air pollution prevention certificate
- Ozone depleting substances record book
- Fuel oil changeover procedure and log book (Record of fuel changeover)
- Manufacturer’s operating manual for incinerators

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- Bunker delivery note and representative sample
- Technical file
- Record of engine parameters
- Exemption certificate
- LRIT conformance test report

In pp. 2-10 of the Annex to the enclosed circular you find further details regarding the above, incl. reference to the underlying article of the convention(s).

In addition, the circular provides you with an overview of the **ship specific file of certificates** required on board. To facilitate on onboard check, the list of certificates has been divided into the following categories:

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| - Item 2, Passenger vessels | p. 10 |
| - Item 3, Cargo ships | p. 11-14 |
| - Item 4, Any ship carrying noxious liquid chemical substances in bulk | p. 15 |
| - Item 5, Chemical tankers | p. 16 |
| - Item 6, Gas carriers | p. 16 |
| - Item 7, High-speed crafts | p. 17 |
| - Item 8, Any ship carrying dangerous goods | p. 17 |
| - Item 9, Any ship carrying dangerous goods in packaged form | p. 18 |
| - Item 10, Any ship carrying INF cargo | p. 18 |
| - Item 11, Nuclear ships | p. 18 |

Note:

In view of the stringent Port State Controls with focus on documentation, we urge you to ensure that **all ships check their files of certificates** against the enclosed guidelines.

The onboard check should make a scrutiny of all **mandatory** certificates is listed above in page 1 and continue by including the circular's overview pertaining to the **ship specific** certificates.

Enclosure: **2011 Operational 12 Attachment:**

FAL.2/Circ.123 / MEPC.1/Circ.769 / MSC.1/Circ.1409.

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