



REPUBLIC OF CYPRUS  
MINISTRY OF  
COMMUNICATIONS AND WORKS



DEPARTMENT  
OF MERCHANT SHIPPING  
LEMESOS

Circular No 6/2015

25 February 2015

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Registered owners, registered bareboat charterers,  
Managers, operators and masters of  
Ships flying the Cyprus flag,  
Private Ship Security Companies

**Subject: The Protection of Cyprus Ships against Acts of Piracy and Other Unlawful Acts Law of 2012**

1 I refer to the above subject and in accordance to the provisions of section 84 of the Protection of Cyprus Ships Against Acts of Piracy and Other Unlawful Acts Law of 2012 (the Law), I would like to inform you that an updated list of Private Ship Security Companies (PSSC's) which have been furnished with a certificate, pursuant to the provisions of section 22(1) of the Law, is available on the website of the Department of Merchant Shipping. PSSC's shown in the above mentioned list, can provide to Cyprus flag ships the services listed in subsections (a),(b) and (c) of section 13 (3) of the Law, provided that the ship's operator is furnished with a certificate for the use of services of a PSSC in accordance with the provisions of section 13 (3) of the Law.

2 Ship's operators seeking to use the services of a certified PSSC are advised to consult the on line list of certified PSSC's, prior concluding an agreement with any one of them. Requests for using the services of any PSSC which is not included in the list will not be accepted.

3 The Department of Merchant Shipping urges ship's operators and PSSC's to use the latest revision of documents prepared by this Department for the implementation of Law 77 (I) 2012. The official list of all this documents is displayed in Annex I and also available on the website of the Department.

4 The Department of Merchant Shipping requested you to use at all times the model forms attached herewith and avoid the use of any other documentation or notification, in order to avoid delays or lead to unsuccessful applications.

5 Circular No 56/2012 is hereby revoked.

**This Circular to be placed on board Cyprus flag ships.**

Andreas I. Chrysostomou  
Acting Director  
Department of Merchant Shipping



## Annex I List of Documents

No	Document	Relevant Section of the Law	Form Number	Version
	<b>A. DOCUMENTS RELATED TO A PSSC</b>			
1	Initial Application of a Private Ship Security Company	21	EN04F101	2
2	Application for the renewal of the certification of a Private Ship Security Company	21	EN04F114	1
3	Application for the provision of services of a PSSC to a Ship	13(1) / 26(2)(a)	EN04F111	2
4	Notification of termination of Provision of Services to a ship	26(2)(b)	EN04F103	2
	<b>B. DOCUMENTS RELATED TO SHIP'S OPERATOR</b>			
5	Certificate issued to a ship for the provisions of armed services by a PSSC	13(3)	EN04F110	2
6	Certificate issued to a ship for the provisions of unarmed services by a PSSC	13(3)	EN04F115	2
7	Application for the provision of services of a PSSC to a Ship	13(1) / 26(2)(a)	EN04F111	2
	<b>C. DECLARATIONS</b>			
8	Declaration as per sections 14-19 of the Sixth Schedule (Cumulative Declaration)	Sixth Schedule 14-19	EN04F120	2
9	Declaration as per section 20 of the Sixth Schedule	Sixth Schedule 20	EN04F121	2
10	Declaration as per section 20 of the Sixth Schedule, submitted by the Private Ship Security Guards and legalized by the company responsible person	Sixth Schedule 20	EN04F122	2
11	Appointment of the Authorized Representative	Sixth Schedule 21	EN04F123	2
12	Acceptance of Appointment of the Authorized Representative and his/hers Declaration	Sixth Schedule 21	EN04F124	2
	<b>D. OTHER</b>			
13	PSSC Information Sheet	n/a	EN04F116	2



<b>DEPARTMENT OF MERCHANT SHIPPING</b>	<b>APPLICATION FOR THE PROVISION OF SERVICES OF A PRIVATE SHIP SECURITY COMPANY TO A SHIP</b>	Page 1 of 3
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### 1. Details of the Ship

Ship's Name	IMO Number	Call sign	Ship's Type

### 2. Description of Voyage

Description of voyage (s) (Load port, destination, intermediate calls, if any)	From	To	Intermediate Calls

Guards Boarding Port/Sea Area and Date	Guards Disembarking port/Sea Area and Date	Firearms/Security Equipment Loading Port/Sea Area and Date	Firearms/Security Equipment Unloading Port/Sea Area and Date

### 3. Details of Ship's Operator (Owner or Bareboat Charterer or Manager)

Company Name	Business Address

### 4. Details of the Private Ship Security Company (PSSC)

PSSC Registered Name	PSSC Registered Address
PSSC Certificate Number	Issue Date - Expiry Date

### 5. Details of the Private Ship Security Guards

Rank	Family name or Surname	First Name(s)	Nationality	Passport Number
TL				
DTL				
TM				
TM				
TM				

**6. Firearms**

Manufacturer, Type and Caliber	Serial Number	Classification

**7. Special security equipment**

Description	Manufacturer and Type	Serial Number (if any)	Classification

**8. Declarations**

<b>8a. Declaration on behalf of the PSSC</b>		
I, the undersigned, hereby certify that that the above are true, and that I am duly authorized by the PSSC to provide the information required by article 26(2) (a) of Law 77(I) of 2012 to the Department of Merchant Shipping.		
Name	Signature - Company Stamp	Date

<b>8b. Declaration on behalf of the Ship's Operator</b>		
I, the undersigned, hereby certify that that I am duly authorized to submit this application together with the Contract concluded with the PSSC, pursuant to Section 13(1) of Law 77(I) of 2012, to the Department of Merchant Shipping on behalf of the Ship's Operator.		
Name	Signature - Company Stamp	Date
<b>Contract Type (i.e. GuardCon, Protecon, Special Agreement, e.t.c.)</b>	<b>Contract Signing Date</b>	

**9. Risk Assessment Analysis**

Anticipated Risk Pirates Detecting, Attacking, Boarding, Seizing the ship  
(L = Likelihood, C = Consequence, RF = Risk Factor)

Name Of Ship		Cargo		Voyage service speed		Voyage Minimum freeboard					
Risk(*1)	L (*2)	C (*3)	RF (*4)	Mitigation (*5)	Action Possible YES /NO/NA (*6)	L (*7)	C (*8)	RF (*9)			
Detected – Attacked – Boarded – Seized by pirates				Sail along the coast							
				Sail away from pirates sighting positions							
				Use intelligence to locate pirate positions							
				Register with MSHOA							
				Use military convoy							
				Increase speed above 20 kts							
				Use razor wire fence							
				Use water curtain							
				Harden ship's perimeter							
				Harden accommodation perimeter							
				Implement SSP measures to deter unauthorised access equivalent to SL 2							
				Implement additional measures as per BMP 4							
				Use of Private ship Security Guards							
				Use of guards for security consulting							
				Use of guards for additional lookouts							
				Use of guards for planning and performing security drills							
Use of guards for communication with military antipiracy organisations											
Use of guards for implementing deterring measures w/o use of firearms											
Use of guards with master's authorisation to invoke The Rules of Use of Force											

**Filling Instructions**

- \*1. The "Risk" column is recommended that it should not be altered with additional risks.
- \*2. The "L" column scale is 1-5. The value can be 3 or below, only if ship's service speed is continuously above 20 knots and freeboard above 8 meters, for the whole time the ship is in the HRA. Ships trading in several ports in HRA may use increased values. In all other cases the values are determined with no restrictions.
- \*3. The "C" column scale is "1-2", and is recommended that it should be "2" when the ship is trading in or crossing the HRA.
- \*4. Risk Factor is the result of L x C. When RF values are above "6" are considered high.
- \*5. It is recommended that no additional mitigation actions are inserted, as the existing ones cover the requirements of Law 77(I)/2012
- \*6. The "Action Possible" column is filled only when applicable, with Yes or No, depending on if the mitigation action suggested can be performed by the ship or not, since some of the actions cannot be always performed (i.e sailing along the coast) where the NA(Non Applicable) should be used. When the recording is "No" or "NA" then the post mitigation "L" (\*7), "C" (\*8) and the RF (\*9) should be equal to pre-mitigation. On the other cases, it should be proportionate to the mitigation action, establishing ship's capacity to deter the risks with the suggested mitigation action