



भारत सरकार / GOVERNMENT OF INDIA  
पोत परिवहन मंत्रालय / MINISTRY OF SHIPPING

नौवहन महानिदेशालय, मुंबई  
DIRECTORATE GENERAL OF SHIPPING, MUMBAI

**MERCHANT SHIPPING NOTICE 01 OF 2020**

F.No: ENG/MMAM-37(03)/2019

Date: 6<sup>th</sup> January, 2020

**Subject: Requirements for maintenance, thorough examination, operational testing, overhaul and repair of life boats, rescue boats, launching appliances and release gear for lifeboats, rescue boats, fast rescue boats and davit launched life rafts.**

**A. BACK GROUND:**

- 1) Recalling the measures to prevent accidents with lifeboats (MSC.1/Circ.1206/Rev.1) and the interim recommendation on conditions for authorization of service providers for lifeboats, launching appliances and on-load release gear (MSC.1/Circ. 1277)
- 2) Recognizing the need to establish a uniform, safe and documented standard for maintenance, thorough examination, operational testing, overhaul and repair of lifeboats (including free fall lifeboats) and rescue boats (including fast rescue boats), launching appliances and release gear, the 96th session of the IMO Maritime Safety Committee adopted amendments to SOLAS Regulations III/3 (Definitions)& III/20 (operational readiness, maintenance and inspections ) and also adopted requirements for maintenance, thorough examination, operational testing, overhaul and repair of lifeboats and rescue boats, launching appliances and release gear vide Resolution MSC 404 (96) and MSC 402(96), respectively.
- 3) The amendments to the international convention for the safety of life at sea, 1974, as amended by Resolution MSC 404 (96) prescribes the mandatory requirements for maintenance, thorough examination, operational testing, overhaul and repair of lifeboats and rescue boats, launching appliances and release gear for all ships and the requirements stipulated in IMO Resolutions MSC 402(96) regarding requirements for maintenance, thorough examination, operational testing, overhaul and repair of lifeboats and rescue boats, launching appliance and release gear requirements will take effect on 1st January, 2020 upon entry into force of the associated amendments to regulations III/3 and III/20 of the SOLAS Convention.

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4) From 1st January 2020, personnel carrying out maintenance, thorough examination, operational testing, overhaul and repair of the following items shall be certified by the manufacturer or authorized service provider for each make and type of the equipment to be worked on in accordance with manufacturer's established certification programme and the provisions of section 8 of Resolution MSC402 (96).

i) Lifeboats (including free-fall lifeboats), rescue boats including fast rescue boats.

ii) Launching appliances (Winches, davits etc.) as well as on-load and off-load release gear for lifeboats, rescue boats, fast rescue boats and davit launched life rafts.

**B. PURPOSE:**

1) The Directorate vide Merchant Shipping Notice 13 of 2016 has allowed DGS approved service providers not having an approval from the Original Equipment Manufacturers (OEM) to carry out periodic servicing of lifeboats and rescue boats, launching appliances and on-load release gear of survival craft and rescue boats, when such servicing was verified by surveyors from National Maritime Administration or surveyors from Recognized Organization.

2) Resolution MSC.402(96) emphasizes the need to establish a uniform, safe and documented standard for maintenance, thorough examination, operational testing, overhaul and repair of lifeboats (including free-fall lifeboats) and rescue boats (including fast rescue boats), launching appliances and release gear.

3) Accordingly, a meeting with stake-holders (Approved Service Providers, Shipping Companies, Indian Coastal Conference Shipping Association, Indian National Ship Owner Association, Manufacturers and Recognized organizations) was convened at the Directorate General of Shipping on 02.08.2019 under the chairmanship of the Director General of Shipping and Addl. Secretary to the Govt. of India. It was decided in the meeting that the Requirements for maintenance, thorough examination, operational testing, overhaul and repair of lifeboats and rescue boats, launching appliances and release gear need to be streamlined to meet the mandatory requirements of IMO Resolution MSC 402(96) which is coming into force i.e. 1<sup>st</sup> January 2020.

4) The purpose of this circular, accordingly, is to provide mandatory requirements for authorization of service provider intending to carry out "maintenance, thorough examination, operational testing, overhaul and repair of lifeboats, rescue boats and fast rescue boats, launching appliances and release gear" as required by Regulation 20.11 of Chapter 3 of SOLAS 74 as amended read with IMO Resolution MSC 402(96).

- 5) Following circulars concerning approval of service providers are hereby superseded:
- Engineering Circular No. 122-A dated 19.02.11 on 'Addendum to Engineering Circular No. 122.
  - Engineering Circular No. 122 B dated 22.04.13 on Addendum to Engineering Circular No. 122.
  - Engineering Circular No. 3 of 2014 dated 09.04.14 on 'servicing of lifeboats, launching appliances and on-load release gear.
  - The Merchant Shipping Notice No. 13 of 2016 dated 25.11.16 dealing with Servicing of life saving appliances, launching appliances and on-load release gears etc., is hereby partially superseded to the extent that maintenance, thorough examination, operational testing, overhaul and repair of life boats, rescue boats, launching appliances and release gear for lifeboats, rescue boats, fast rescue boats and davit launched life rafts shall be governed by this Circular and not by MS Notice 13 of 2016. Henceforth, the requirements stipulated in Merchant Shipping Notice No. 13 of 2016 dated 25.11.16 shall only be applicable for servicing of life rafts alone till such time a separate circular / MS Notice is issued for servicing of life rafts.

#### **C. APPLICATION:**

The requirements of this circular shall be applicable to:

- Service providers intending to carry out maintenance, thorough examination, operational testing, overhaul and repair of lifeboats, rescue boats and fast rescue boats, launching appliances and release gear fitted on lifeboats, rescue boats, fast rescue boats and davit launched life rafts for vessels in Indian waters.
- Ship Owners/Operators of Indian flag ships registered under Merchant Shipping Act, 1958 as amended.
- Surveyors of the National Maritime Administration or Surveyors of the Recognized Organization carrying out initial / periodic / renewal audit of service providers carrying out maintenance, thorough examination, operational testing, overhaul and repair of lifeboats, rescue boats and fast rescue boats, launching appliances and release gear fitted on lifeboats, rescue boats, fast rescue boats and davit launched life rafts.

#### **D. AUTHORIZATION**

- Resolution MSC 402(96) requires Administrations to issue the authorization document to all service providers. Therefore, all Safety equipment service stations undertaking servicing of life boats, rescue boats, launching appliances and release gear for lifeboats, rescue boats, fast rescue boats and davit launched life rafts, in India must be registered with the Directorate General of Shipping.

- 2) Thorough examination, operational testing, repair and overhaul of equipment shall be carried out in accordance with IMO Resolution MSC 402(96) and Regulation 20 of Chapter III of SOLAS by service providers authorized by Directorate General of Shipping.
- 3) The requirement of authorization by Directorate General of Shipping shall equally apply to manufacturers also, when they are acting as service providers.
- 4) An authorized service provider is an entity authorized by the Directorate General of Shipping in accordance with the requirements given in section 3 and 7 of Resolution MSC.402 (96). The personnel undertaking the servicing/repair shall be certified by the manufacturer or authorized service provider for each make and type of equipment in accordance with manufacturer's established certification programme as governed by Section 7 and section 8 of Resolution MSC.402 (96).

It is to note that the authorization as service provider equally applies to manufacturers when they are acting as service providers. In other words, a service branch of a manufacturer also needs to obtain authorization.

Authorized service provider of the Directorate other than the manufacturer can only undertake training, competency assessment and certification of personnel when they have been exclusively granted such approval by the manufacturer under their established training programme / supervision and authorized service providers are required to submit a copy of such manufacturer's approval.

5) Qualification Levels and Certification:

- i) Weekly and monthly inspections and routine maintenance as specified in the equipment maintenance manual(s) shall be conducted by authorized service providers, or by shipboard personnel under the direction of a senior ship's officer in accordance with the maintenance manual(s).
- ii) Annual thorough examinations and operational tests, as described in section 6.2 of Resolution MSC 402(96) shall be conducted by certified personnel of either the manufacturer or an authorized service provider in accordance with section 7 and section 8 of Resolution MSC 402(96).
- iii) Five-year thorough examination, any overhaul, overload operational tests, as described in section 6.3 of Resolution MSC 402(96), and repair shall be conducted by certified personnel of either the manufacturer or an authorized service provider in accordance with section 7 and section 8 of said Resolution.

- iv) Repairs of life boats, rescue boats, launching appliances and release gear for lifeboats, rescue boats, fast rescue boats and davit launched life rafts shall be carried out by certified personnel of either the manufacturer or an authorized service provider in accordance Resolution MSC 402(96).
- 6) The authorized service provider seeking authorization from Indian Maritime Administration shall ensure that their service personnel are trained by manufacturer in accordance with manufacturer's established certification program. The established certification programme shall comply with section 8 of IMO resolution MSC.402 (96) for each make and type of equipment for which service is to be provided. Upon completion of training and competency assessment, a certificate is issued by manufacturer defining the level of qualification and scope of certification.
- 7) The Issuance and maintenance of authorization document are as below:
- a) Upon successful initial audit of a service provider, an authorization document (Certificate of registration as safety equipment servicing station) shall be issued by the Directorate General of Shipping defining the scope of services provided (e.g. makes and types of equipment) valid for a period of three years.
- b) Existing authorized service providers holding authorization document (Certificate of registration as safety equipment servicing station) prior to issuance of this circular may approach Engineering wing of Directorate General of Shipping for review and guidance in order to comply with provisions of this circular until six months from the date of issue of this circular, for issuance of fresh authorization document.
- Renewal of existing authorization document (Certificate of registration as safety equipment servicing station) will be carried out as per the provisions of this circular.
- 8) Authorization as required by para D(1) shall include, as a minimum, demonstration of:
- a) employment and documentation of personnel certified by manufacturer are in accordance with manufacturer's established certification programme. The certification programme shall comply with section 8 of IMO resolution MSC.402(96) for each make and type of equipment for which service is to be provided;
- b) availability of sufficient tools, and in particular any specialized tools specified in the manufacturer's instructions, including portable tools as needed for work to be carried out on board ship;
- c) availability of appropriate accessories as specified for maintenance and repair by manufacturer
- d) availability of appropriate parts, original spares from manufacturer;
- e) availability of the manufacturer's instructions for repair work involving disassembly or adjustment of release gear mechanisms and davit winches;

Note 1: Manufacturer certifying service personnel or approving authorized service provider as per para D(6) of this circular for training, competency assessment and certification must ensure availability of the tools, necessary spares and repair instructions of each make and type of the equipment for which service personnel are certified.

Note 2: Manufacturers means the original equipment manufacturer (OEM) or any entity which has taken legal and legitimate responsibilities for equipment when the original equipment manufacturer no longer exists or supports the equipment.

9) The service personnel carrying out maintenance, thorough examination, operational testing, overhaul and repair of lifeboats (including free-fall lifeboats), rescue boats and fast rescue boats, launching appliances and release gear mechanisms (on-load and off-load) for lifeboats (including primary and secondary means of launching appliances for free-fall lifeboats), rescue boats, fast rescue boats and davit-launched life rafts are to be certified by the manufacturer or authorized service provider for each make and type of equipment in accordance with manufacturer's established certification programme and section 8 of Resolution MSC.402(96) as explained in para D(5) and para D(6) of this circular. As an evidence of the same, the vessel to be provided with a copy of certificates issued by manufacturer or authorized service provider (for specific make and type of equipment) and copy of DG Shipping authorization (Certificate of registration) along with the servicing reports.

When thorough examination, operational testing, overhaul and repair are completed, a statement confirming that the life saving appliances / equipment arrangements remain fit for purpose shall also be issued by attending service personnel.

10) The Company operating/managing ships registered under MS Act, 1958 as amended is responsible for assessing and selecting authorized service provider to carry out the maintenance, thorough examination, operational testing, overhaul and repair of lifeboats, rescue boats and fast rescue boats, launching appliances and release gear in accordance with Regulation 20.11 of Chapter III of SOLAS 74 as amended

11) The manufacturer or authorized service provider shall ensure that documentary evidence is readily available to third parties to confirm that the service personnel is appropriately certified to carry out the maintenance, thorough examination, operational testing, overhaul and repair of lifeboats, rescue boats and fast rescue boats, launching appliances and release gear in accordance with Resolution MSC 402(96) and Regulation 20.11 of Chapter III of SOLAS 74, as amended.

12) The jurisdictional Principal Officer of MMDs, may authorize the surveyors of the national administration to carry out the surprise inspections of authorized service providers, to ensure compliance with the provisions of this circular.

13) In every calendar year, annual statement of all jobs carried out by authorized service providers shall be submitted to Engineering wing of Directorate General of Shipping latest by 15<sup>th</sup>, January. Submission of annual statement of all jobs carried out shall be discontinued by authorized service providers once the DGS online system is made available to them for updating the particulars of jobs carried out.

**E. PROCEDURES FOR AUTHORIZATION/RE-AUTHORIZATION (RENEWAL) AS A SERVICE PROVIDER:**

- 1) The service provider intending to get authorized by Indian Maritime Administration shall pay the applicable fees (Ref: DGS circulars under section- finance & accounts: Circular No. 13 of 2010 /Annexure/ S.No.28) through Bharatkosh website (<https://bharatkosh.gov.in>) and fees receipt shall be submitted with initial or renewal application along with the following documents to engineering wing of Directorate General of Shipping. Manual submission of such applications shall be discontinued once DGS online system is made available to service providers:
- a) Proof of registration with scope as periodic servicing, maintenance, overhaul and repair of lifesaving launching appliances fitted on ships.
  - b) A documented quality system, which covers the following:
    - i) Code of conduct for personnel involved in the relevant activity;
    - ii) List of manufacturers recommended tools.
    - iii) Maintenance and calibration of measuring tools and gauges;
    - iv) Training programmes for servicing personnel.
    - v) Supervision and verification to ensure compliance with operational procedures;
    - vi) Recording and reporting of information.
    - vii) Quality management of subsidiaries and agents;
    - viii) Job preparation; and periodic review of work process procedures, complaints, corrective actions and issuance, maintenance and control of documents.
    - ix) Procedures for access to appropriate parts and accessories as specified for maintenance and repair, equipment manuals, tools operation manuals, DGS Circulars/Notices/Orders, manufacture's checklists and drawings, service notices, product notices, and International Conventions/ IMO Resolutions/Circulars/Notices.
    - x) Procedure to maintain servicing records including back-up and proof of use of appropriate parts and accessories.
    - xi) Procedure for annual internal audit.

Note: A documented quality system complying with the most current version of the ISO 9000 series including the aforesaid items would be considered as acceptable.

- c) A manufacturer's established certification programme for each type and make of equipment and for each level of qualification as detailed in Para D(5) of this circular.
- 2) List of the servicing personnel (with copies of their valid I.D. Card) along with copies of certificates issued by manufacturer or authorized service provider in accordance with manufacturer's established certification programme for each type and make of equipment and for each level as explained in para D(5) and para D(6) of this circular. After satisfactory review of above documents, the Competent Authority in the Directorate General of Shipping will forward a request for initial audit of the intended servicing firm along with copies of all documents submitted to the jurisdictional Principal Officer of M.M.D.
- 3) The audit report with due recommendation from Principal Officer, M.M.D shall be forwarded to the competent authority in the Directorate General of Shipping. Based on the Principal Officer's recommendation, certificate of registration as safety equipment servicing station with applicable scope of work (Maintenance, thorough examination, operational testing, overhaul and repair of life boats, rescue boats, launching appliances and release gear for lifeboats, rescue boats, fast rescue boats and davit launched life rafts) will be issued with a validity period of 3 years. This certificate of registration contains an annexure indicating the names of servicing personnel, type and make of equipment and the level for which they are certified in accordance with manufacturer established certification programme and the expiry of such certificates.
- 4) In case of extension of certification of servicing personnel or addition of new servicing personnel (during the period of valid certificate of registration), the authorized service provider should forward proof of certification along with manufacturer established certification programme and valid I.D. Card copies to engineering wing of Directorate General of shipping for issuance of new annexure to the certificate of registration. Annexure will be issued within 15 days of receipt of valid documents.
- 5) Authorized service providers shall not carry out the servicing of equipment if certified service personnel are not available.
- 6) Approved service provider desirous of renewing the existing authorization (certificate of registration) shall apply three months before the expiry of the authorization document.
- 7) The request/application for renewal shall include self-attested copy of a valid ISO 9000 series certification, list of certified servicing personnel and copy of such certification in accordance with manufacturer's established certification programme and section 8 of Resolution MSC 402(92). Applicable fees (Ref: DGS circulars under section- finance & accounts: Circular No. 13



of 2010 /Annexure/ S.No.28)for renewal to be paid through Bharatkosh website(<https://bharatkosh.gov.in/>)and fees receipt to be submitted along with application.

8) Besides other aspects of audits, renewal audit shall specifically verify that:

- Spares, if any, used earlier are from manufacturer or vendors authorized by them.
- Accidents, if any, occurring on life-saving appliances fitted on ships and serviced by the service provider are investigated by the service provider and corrective action, if any, initiated.
- Complaint receiving mechanism is robust and all complaints are investigated within time bound limits and replied back.
- A feedback mechanism is in place and feedback including reports of quality of servicing is received from Owners/managers/DPA of companies.
- Audit Reports issued by surveyors of the Administration are available
- Reports (witnessing the maintenance / repair activity if any) issued by surveyors of the Recognized Organization are available.

#### **F. CONTINGENCIES**

Following instances may result requiring contingencies for resorting to alternate means for Maintenance, thorough examination, operational testing, overhaul and repair of life boats, rescue boats, launching appliances and release gear for lifeboats, rescue boats, fast rescue boats and davit launched life rafts:

- 1) The Administration may authorize any entity as service provider which has taken legal and legitimate responsibilities for equipment when the original equipment manufacturer no longer exists or supports the equipment, for the servicing of such equipment on the basis of long term experience and demonstrated expertise as an authorized service provider.
- 2) In foreign ports, the ship owner/manager may employ a service provider authorized by the Maritime Administration of that foreign port or by their Recognized Organizations.

#### **G. RESPONSIBILITIES OF OWNERS/MANAGERS OF INDIAN SHIPS**

- 1) The Company is responsible for assessing and selecting a suitable authorized service provider to carry out the maintenance, thorough examination, operational testing, overhaul and repair of Lifeboats (including free-fall lifeboats), rescue boats and fast rescue boats and launching appliances and release gear fitted on lifeboats, rescue boats, fast rescue boats and davit launched life rafts in accordance with Regulation 20.11 of Chapter III of SOLAS 74 as amended. The Company is thus responsible for establishing suitable procedures to account for the revised guidelines detailed in this circular, Regulation 20.11 of Chapter III of SOLAS and Resolution MSC 402(96).

2) The Company is also responsible for conduct of weekly and monthly inspections and routine maintenance as specified in the equipment maintenance manual(s) by authorized service providers or shipboard personnel under the direction of a senior ship's officer in accordance with the maintenance manual(s).

The authorization of service providers may be suspended or withdrawn, in case the authorized service provider violates any of the provisions of this circular.

This circular shall come into force with immediate effect.

This circular is issued with the approval of the Director General of Shipping & Additional Secretary to the Govt. of India.



(A.Srinivasa Prasad)  
Engineer & Ship Surveyor-cum-  
Deputy Director General (Technical)

To

All stakeholders (service providers, shipping companies, manufacturers, INSA, ICCSA, and Recognized Organizations etc) through DGS Website.