



**MARITIME AND PORT AUTHORITY OF SINGAPORE
SHIPPING CIRCULAR
NO. 3 OF 2014**

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21 January 2014

Applicable to: Owners, Masters of Singapore registered ships and ships in Singapore's Territorial Waters

This circular is meant to assist Owners and Masters to fulfill their obligation under Section 107 "*Reporting of accidents, etc. to Director*" of the Merchant Shipping Act (Chapter 179).

REPORTING OF ACCIDENTS, ETC TO DIRECTOR OF MARINE, MPA

Introduction

Section 107 of the Merchant Shipping Act (Chapter 179) states:

- (1) *Where a ship¹ —*
- (a) *has sustained or caused an accident occasioning loss of life or serious injury to a person;*
 - (b) *has sustained an accident or received damage, or otherwise sustained a defect or deficiency in the ship or its equipment which has been discovered, and the accident, damage, defect or deficiency has affected, or is likely to affect the seaworthiness of the ship, or the efficiency or completeness of the life-saving appliances or other safety equipment of the ship;*
 - (c) *has been in a position of great peril, either from the action of some other ship or from danger of wreck or collision; or*
 - (d) *has been stranded or wrecked,*
- the owner or the master of the ship shall, within 24 hours of the happening, report the happening to the Director (of Marine).*

2 However, accidents occurring in a shipyard or involving shore-based workers should instead be reported to the Ministry of Manpower (www.mom.gov.sg/ireport/).

¹ See Section 98 "...apply to all Singapore ships wherever they may be and to all ships in Singapore..."

MPA "REPORT OF A MARINE CASUALTY OR MARINE INCIDENT"

3 The MPA "Report of a Marine Casualty or Marine Incident" (ANNEX) should be used to report any accident. For the purpose of this circular, the term "accident" includes marine casualty² and marine incident³.

Further Information

4 Any queries relating to this circular should be directed to MPA Ship Investigation Department (shipping@mpa.gov.sg).

5 This circular supersedes SC No. 4 of 2007 "Reporting of Accident".

TAN SUAN JOW
DIRECTOR OF MARINE
MARITIME AND PORT AUTHORITY OF SINGAPORE

ANNEX – MPA REPORT OF A MARINE CASUALTY OR MARINE INCIDENT

² A *marine casualty* means an event, or a sequence of events, that has resulted in any of the following which has occurred directly in connection with the operations of a ship:

- .1 the death of, or serious injury to, a person;
- .2 the loss of a person from a ship;
- .3 the loss, presumed loss or abandonment of a ship;
- .4 material damage to a ship;
- .5 the stranding or disabling of a ship, or the involvement of a ship in a collision;
- .6 material damage to marine infrastructure external to a ship, that could seriously endanger the safety of the ship, another ship or an individual; or
- .7 severe damage to the environment, or the potential for severe damage to the environment, brought about by the damage of a ship or ships.

However, a marine casualty does not include a deliberate act or omission, with the intention to cause harm to the safety of a ship, an individual or the environment.

³ A *marine incident* means an event, or sequence of events, other than a marine casualty, which has occurred directly in connection with the operations of a ship that endangered, or, if not corrected, would endanger the safety of the ship, its occupants or any other person or the environment. However, a marine incident does not include a deliberate act or omission, with the intention to cause harm to the safety of a ship, an individual or the environment.



Maritime and Port Authority of Singapore

REPORT OF A MARINE CASUALTY OR MARINE INCIDENT

MERCHANT SHIPPING ACT (CHAPTER 179)
Section 107 "Report of accidents, etc., to Director"

SECTION I – SHIP PARTICULARS		
1. IMO No.:	2. Name of Ship:	3. Flag:
4. Type of Ship:	.1 Liquefied Gas Tanker <input type="checkbox"/>	.2 Chemical Tanker <input type="checkbox"/>
.3 Oil Tanker <input type="checkbox"/>	.4 Other Liquid (non-flammable) Tanker <input type="checkbox"/>	.5 Bulk Dry (general, ore) Carrier <input type="checkbox"/>
.6 Bulk Dry / Oil Carrier <input type="checkbox"/>	.7 Self-discharging Bulk Dry Carrier <input type="checkbox"/>	.8 Other Bulk Dry (cement, woodchips, urea and other specialised) Carrier <input type="checkbox"/>
.9 General Cargo <input type="checkbox"/>	.10 Passenger / General Cargo <input type="checkbox"/>	.11 Container <input type="checkbox"/>
.12 Refrigerated Cargo <input type="checkbox"/>	.13 Ro-Ro Cargo <input type="checkbox"/>	.14 Passenger / Ro-Ro Cargo <input type="checkbox"/>
.15 Passenger <input type="checkbox"/>	.16 High-Speed Craft <input type="checkbox"/>	.17 Other Dry Cargo (livestock, barge, heavy cargo etc.) Carrier <input type="checkbox"/>
.18 Fish Catching <input type="checkbox"/>	.19 Fish Factory / Fish Carrier <input type="checkbox"/>	.20 Offshore Supply <input type="checkbox"/>
.21 Other Offshore <input type="checkbox"/>	.22 Research <input type="checkbox"/>	.23 Towing / Pushing Tug <input type="checkbox"/>
.24 Dredger <input type="checkbox"/>	.25 Other Activities <input type="checkbox"/>	.26 Non-propelled <input type="checkbox"/>
.27 Other Ships Structures <input type="checkbox"/>		
5. Type of Service: International <input type="checkbox"/> Short International <input type="checkbox"/> Near-Coastal <input type="checkbox"/> Inland Waters <input type="checkbox"/> Others: <input type="checkbox"/>		
6. Were any voyage related restriction limits placed on the ship – if Yes, elaborate:		
7. Gross Tonnage: 8. LoA: 9. Classification Society:		
10. Shipowner and Manager / Contact details (include e-mail):		
11. DPA and Local Agent / Contact details (include e-mail):		
12. Previous Name(s):		13. Previous Flag(s):
14. Previous Classification Societies:		
15. Date of Contract / Keel Laid / Delivery:		
16. Date of Major Conversion:		17. Deadweight:
18. Hull Material:	.1 Steel <input type="checkbox"/>	.2 Light Alloy <input type="checkbox"/> .3 Ferrocement <input type="checkbox"/>
.4 Wood <input type="checkbox"/>	.5 GRP <input type="checkbox"/>	.6 Composite Materials <input type="checkbox"/>
19. Hull Construction:	.1 Single Hull <input type="checkbox"/>	.2 Double Hull <input type="checkbox"/> .3 Double Bottom <input type="checkbox"/>
.4 Double Sides <input type="checkbox"/>	.5. Mid Deck <input type="checkbox"/>	.6 Others: <input type="checkbox"/>
20. Propulsion - Type:	.1 Steam <input type="checkbox"/>	.2 Diesel <input type="checkbox"/> .3 Others: <input type="checkbox"/>
21. Bunkers:	.1 HFO <input type="checkbox"/> .2 MFO <input type="checkbox"/> .3 MDO <input type="checkbox"/>	.4 Others: <input type="checkbox"/>
22. Propellers - No.:	.1 FPP <input type="checkbox"/>2 CPP <input type="checkbox"/>
.3 Others: <input type="checkbox"/>		
23. Building Yard:		24. Hull No.:
SECTION II – VOYAGE PARTICULARS		
25. From – Location / Date-Time:		
26. Draught (Fore and Aft) / Air Draught:		
27. To – Location / ETA:		
28. Persons on board - Crew / Passengers / Others:		
29. Cargo on board – type / amount (specified those under IMDG Code):		

SECTION III – PRELIMINARY CASUALTY / INCIDENT DATA		
30. Date-Time (local) / Time Zone:		31. Position: Lat-Long / Name of location:
32. Location:	.1 At Berth <input type="checkbox"/>	.2 Anchorage <input type="checkbox"/>
.4 Port Approach <input type="checkbox"/>	.5. Inland Waters <input type="checkbox"/>	.6 Canal <input type="checkbox"/>
.8 Archipelagos <input type="checkbox"/>	.9 Coastal Water (<12nm from shore) <input type="checkbox"/>	.10 Open Sea <input type="checkbox"/>
.3 Port <input type="checkbox"/>		
.7 River <input type="checkbox"/>		
.11 TSS (adopted by IMO) <input type="checkbox"/>		
33. Pilot (indicate whether mandatory and date-time on board):		
34. Tidal Stream - Dir / Rate:		35. Wind - Dir / Speed:
36. Visibility:		37. Sea State:
38. Initial Event:	.1 Collision: <i>striking or being struck by another ship (regardless of whether underway, anchored or moored)</i> : Other Ship(s): IMO No. / Name / Flag:	
	.2 Stranding or Grounding: <i>being aground or hitting / touching shore or sea bottom or underwater objects (wrecks etc)</i> <input type="checkbox"/>	
	.3 Contact: striking any fixed or floating object other than those included in .1 or .2 <input type="checkbox"/>	
	.4 Fire or Explosion <input type="checkbox"/>	
	.5 Hull failure or failure of watertight doors, ports etc: not caused by .1 to .4 <input type="checkbox"/>	
	.6 Machinery Damage: not caused by .1 to .5 and which necessiated towage <input type="checkbox"/>	
	.7 Damages to ship or equipment: not caused by .1 to .6 <input type="checkbox"/>	
	.8 Capsizing or listing: not caused by .1 to .7 <input type="checkbox"/>	
	.9 Missing: assumed lost <input type="checkbox"/>	
	.10 Involving LSA <input type="checkbox"/>	
.11 Others: not covered by .1 to .10 <input type="checkbox"/>		
39. Consequences to Ship:	40. Consequences to Humans:	41. Consequences to Environment:
.1 Total Loss / Constructive <input type="checkbox"/> Total Loss – Date:1 No. of dead or missing crew:1 Oil: Type / Quantity spilled:
.2 Ship rendered unfit to proceed: <i>in a condition which does <u>not</u> correspond substantially with statutory requirements, presenting a danger to the ship and the persons on board or an unreasonable threat of harm to the marine environment</i> <input type="checkbox"/>	.2 No. of dead or missing passengers:2 Dangerous Goods in package form: Class / Quantity overboard:
.3 Ship remains fit to proceed: <i>in a condition which correspond substantially with statutory requirments, presenting neither a danger to the ship and the persons on board nor an unreasonable threat of harm to the marine environment</i> <input type="checkbox"/>	.3 No. of dead or missing persons:3 Ballast Water: Location of uptake / Quantity spilled:
	.4 No. of crew seriously injured*:	
	.5 No. of passengers seriously injured*:	
	.6 No. of other persons seriously injured*:	
	*requires hospitalisation	
SECTION IV – PROBABLE CAUSE(S)		
42.		
SECTION V – ACTIONS TO PREVENT SIMILAR OCCURRENCES		
43.		

SECTION VI – NARRATIVE

44.



SECTION VII – PERSON MAKING THIS REPORT

DECLARATION

I declare that this Report (consists of pages), including the crew list, is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I may be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.

I further declare that all shipboard statutory certifications were in order prior to the casualty / incident (otherwise – provide details of the non-compliance and actions taken).

.....
Title / Name / Contact details (include e-mail)	Signature / Date / Ship Stamp

MPA USE ONLY

CA / CCR / POL:	Date Received / SMS /
.....
.....

MPA REPORT OF A MARINE CASUALTY⁴ OR MARINE INCIDENT⁵ *Instructions*

WHO TO USE THIS REPORT

Merchant Shipping Act (Chapter 179) Section 98:

...apply to all Singapore ships wherever they may be and to all ships in Singapore...

WHEN TO USE THIS REPORT

Merchant Shipping Act (Chapter 179) Section 107:

Where a ship —

- a) has sustained or caused an accident occasioning loss of life or serious injury to a person;*
- b) has sustained an accident or received damage, or otherwise sustained a defect or deficiency in the ship or its equipment which has been discovered, and the accident, damage, defect or deficiency has affected, or is likely to affect the seaworthiness of the ship, or the efficiency or completeness of the life-saving appliances or other safety equipment of the ship;*
- c) has been in a position of great peril, either from the action of some other ship or from danger of wreck or collision; or*
- d) has been stranded or wrecked,*

the owner or the master of the ship shall, within 24 hours of the happening, report the happening to the Director (of Marine).

WHERE TO SEND THIS REPORT (include crew list)

*Director of Marine
Maritime and Port Authority of Singapore
Shipping Division
460 Alexandra Road, #21 PSA Building
Singapore 119963
Email: shipping@mpa.gov.sg*

COMPLETION OF THIS REPORT

Complete all questions and ticked as many boxes as appropriate. If a question is not applicable, "NA" should be entered. If an answer is unknown or cannot be obtained, "UNK" should be entered, if "NONE" is the correct response, then enter accordingly

⁴ A *marine casualty* means an event, or a sequence of events, that has resulted in any of the following which has occurred directly in connection with the operations of a ship:

- .8 the death of, or serious injury to, a person;
- .9 the loss of a person from a ship;
- .10 the loss, presumed loss or abandonment of a ship;
- .11 material damage to a ship;
- .12 the stranding or disabling of a ship, or the involvement of a ship in a collision;
- .13 material damage to marine infrastructure external to a ship, that could seriously endanger the safety of the ship, another ship or an individual; or
- .14 severe damage to the environment, or the potential for severe damage to the environment, brought about by the damage of a ship or ships.

However, a marine casualty does not include a deliberate act or omission, with the intention to cause harm to the safety of a ship, an individual or the environment.

⁵ A *marine incident* means an event, or sequence of events, other than a marine casualty, which has occurred directly in connection with the operations of a ship that endangered, or, if not corrected, would endanger the safety of the ship, its occupants or any other person or the environment. However, a marine incident does not include a deliberate act or omission, with the intention to cause harm to the safety of a ship, an individual or the environment.