



IMMARBE

International Merchant Marine Registry of Belize

REPORTING OF DEFICIENCIES RELATING TO POSSIBLE ISM FAILURES

TO ALL SHIPOWNERS AND OPERATORS, DEPUTY REGISTRARS, RECOGNIZED ORGANIZATIONS AND GSI INSPECTORS

MSN Superseded:
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1. PURPOSE

1.1. The purpose of this Merchant Shipping Notice is to instruct Recognized Organizations (RO) and General Safety Inspectors (GSIs) to notify IMMARBE when deficiencies relating to possible safety management failures are identified during any type of Survey; i.e. periodical, occasional, class, statutory or additional surveys relevant to Port State Control, Flag State Inspections or any other not mentioned herein.

2. POSSIBLE ISM FAILURES TO BE REPORTED

2.1. The kind of deficiencies that should be reported by a RO's Surveyor or GSI to IMMARBE are provided in Annex 1, but can be summarized as follows:

- 2.1.1. deficiencies relating to technical conditions that would lead to the limitation, suspension or withdrawal of a Statutory Certificate or Class in the case of those vessels in which such limitation, suspension or withdrawal of Class may affect the Statutory Certification status;
- 2.1.2. deficiencies relating to the documentation of the vessel and/or crew;
- 2.1.3. deficiencies relating to operational requirements affecting the safety of navigation and marine environment;
- 2.1.4. other deficiencies which may directly or indirectly affect the working environment and living conditions in detriment of the Human Element.

2.2. Under the existing certification status of vessels registered at IMMARBE, the following CASES may occur:

2.2.1. *CASE 1:* In the event the vessel surveyed is fully certified by the same RO, i.e. the Statutory Certificates as well as ISM/ISPS Code certification have been issued by the same RO, the report generated shall be submitted to the responsible department within the Surveyor's RO for review following their own internal QMS system. The RO shall review

the report, and decide on what action, if any, should be taken and the results of such review should be forwarded to IMMARBE together with a copy of the surveyor's report.

- 2.2.2. *CASE 2:* In the event the vessel's certification is shared between different ROs which are members of the International Association of Classification Societies (IACS), a report shall be generated following their own standard procedural requirements for reporting ISM failures. The RO reviewing the report and/or the RO who issued the SMC/DOC, may decide on what action, if any, should be taken and the results of such review should be forwarded to IMMARBE together with a copy of the surveyor's report.
- 2.2.3. *CASE 3:* In the event of a vessel in which the certification is shared between an IACS-member and a RO other than an IACS-member or for vessels fully certified by ROs not member of IACS, the report generated shall be submitted to IMMARBE's Head Office for its consideration and review. The results of such review will be communicated to the Managers/Operators and the RO issuing the SMC/DOC giving instructions on what actions, if any, should be taken.
- 2.3. In the event of a Survey performed by GSIs, the survey report should send directly to IMMARBE's Head Office.
- 2.4. The RO's Surveyor /GSI must inform the master or Company representative that the report produced will be communicated to IMMARBE.

3. CONTENTS OF THE REPORT

- 3.1. A format for the report can be found in Annex 2 to this MSN, nevertheless if a different format is preferred, as a minimum, the information listed below is to be submitted:
- 3.1.1. Identification of ship
- IMO number
 - Ship's name
 - Call sign.
- 4.1.2. Identification of survey / Attendance
- 4.1.3. Identification of SMC
- Issuer of SMC
 - Issuer of DMC
- 4.1.4. Category of Deficiency
- Technical
 - Operational
 - Documentation
 - Other
- 4.1.5. Details of deficiency

4. DATE OF IMPLEMENTATION

4.1. This Merchant Shipping Notice is to be implemented by all ROs and General Safety Inspectors forthwith.



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IMMARBE

Any queries related to this Notice should be directed to:

INTERNATIONAL MERCHANT MARINE REGISTRY OF BELIZE
Technical Department
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e-mail. Immarbe@btl.net

ANNEX 1

Guidance for what to report

Category of deficiency	Examples
Technical deficiencies	<ul style="list-style-type: none"> ? Combination of deficiencies, that together indicates that the maintenance system is not effectively implemented. ? Poor condition of hull, main deck, closing appliances, railings, ladders. ? Defective / missing fire fighting and life saving appliances, oil pollution prevention equipment. ? Leaks and oil in E/R spaces, pump-rooms etc. <p>Deficiencies should not be reported, when:</p> <ul style="list-style-type: none"> ? they are considered normal wear and tear for the ship type and age and ? there is evidence that deficiencies are being dealt with adequately by the Company including the personnel working on board.
Documentation deficiencies	<ul style="list-style-type: none"> ? Expired classification or statutory certificates or certificates not endorsed as required. ? Overdue surveys, overdue audits or overdue conditions of class. ? Ships's copy of Document of Compliance (DOC) not valid or not relevant to ship type. ? Original Safety Management Certificate (SMC) has incorrect data. ? Emergency response plans and relevant SOPEP manual not available (contact points ashore should be current and corresponding with Company name / address on DOC and SMC. ? Entries for relevant drills etc. in Log Book not completed in accordance with mandatory requirements. ? Incorrect or missing entries in the Oil Record Book. ? Fire Plan not up to date.
Operational deficiencies	<ul style="list-style-type: none"> ? Accidents and hazardous occurrences not reported to the Company. ? Crew not able to satisfactorily conduct practical demonstrations of shipboard operations, such as starting the fire pump, emergency generator, lifeboat engine, etc. ? Crew not able to communicate effectively in the execution of their duties. ? Inability of crew to perform satisfactorily mandatory drills such as fire drills, LSA drills, pollution prevention drills, etc.
Other deficiencies	<ul style="list-style-type: none"> ? Ship's complement not complying with the Minimum Safe Manning Certificate. ? Master, officers and ratings not certified as required by the STCW Convention. ? Serious deficiencies in respect to housekeeping and maintenance of galley, crew accommodation, and provisions stores. ? Port state or flag state detentions with outstandings not rectified within a pre-agreed time table.

ANNEX 2

Report for Safety Management System failure

<i>Ship's Name:</i>	<i>IMO Number:</i>	<i>Call Letter:</i>
<i>Company's Name:</i>	<i>DOC issued by:</i>	<i>SMC issued by:</i>
<i>Type of Survey:</i> <small>(Annual, Renewal, Intermediate etc.)</small>	<i>Date of Survey:</i>	<i>Place of Survey:</i>

CHECK COLUMN

(A. Technical deficiencies)

A-1. Are Class/Statutory related technical deficiencies found?

No (No action to be taken)

Yes (go to A-2)

A-2, If A-1 is Yes, are such technical deficiencies not dealt with adequately by the company/ship?

No (No action to be taken)

Yes (To be reported)

(B. Documentary deficiencies)

Are documentary deficiencies are found?

No (No action to be taken)

Yes (To be reported)

(C. Operational deficiencies)

Are operational deficiencies found?

No (No action to be taken)

Yes (To be reported)

(D. Other deficiencies)

Are other deficiencies which may seriously affect the safety of ship, personnel or the environment found?

No (No action to be taken)

Yes (To be reported)

Details of Deficiencies:

Category	Details

Reporting RO	Office
Department Manager (Signature)	
Name:	Date: