

**Standard Operating Procedure for grant of authorisation for
Maintenance/Service of Safety Equipment from Non-OEM approved
service station/personnel**

1. Whereas vide Merchant Shipping Notice (MSN) No. 01 of 2020 dated 06.01.2020, the Directorate had issued notice specifying requirements of maintenance, thorough examination, operating testing, overhaul and repair of launching appliances and release gear for lifeboats, rescue boats, fast rescue boats and davit launched life rafts.
2. Whereas Para-D (9) of MSN-01 of 2020 had specified that service personnel carrying out maintenance, thorough examination, operational testing, overhaul and repair of launching appliances of safety equipment are to be certified by the manufacturer or authorized service provider for each make and type of equipment in accordance with manufacturers established certification programme and section-8 of Resolution MSC.402(96).
3. Whereas para 7.3 of Resolution MSC.402(96) states that where a manufacturer is no longer in business or no longer provides technical support, the administration may authorize service providers of prior authorization for the equipment and/or long-term experience and demonstrated expertise as an authorized service provider.
4. Whereas many ship-owners/managers have been requesting the Directorate to authorise to carry out annual/renewal maintenance/service of Lifeboats/Rescue boats and their launching appliances, and release gears, by service providers who do not possess original equipment manufacturer (OEM) certified personnel.
5. The directorate has thereafter reviewed the case and has now decided to establish a Standard Operating Procedure (SOP) for the same as follow: -
 - 5.1 The ship-owners/managers shall make every effort to utilise DGS-authorized stations with due authorization from the original equipment and engage manufacturer-trained personnel for the service of onboard safety equipment.
 - 5.2 Only under the circumstances of contingencies specified in Para-F of MSN-01 of 2020, as amended, and has been reiterated at para.3 above, the ship-owners/managers may consider servicing of such safety equipment through service providers who do not possess authorizations from specific original equipment manufacturer (OEM) or service personnel certified by them.
 - 5.3 In general, the service stations offering such service activities of equipment for which they do not possess explicit authorization from specific original equipment manufacturer (OEM) or do not have service personnel trained and certified by them, shall ensure the following: -
 - 5.3.1 The service provider shall be in possession of valid approval from the Directorate General of Shipping with the scope of the activities

concerned and must have a minimum service experience of five years as a DGS approved service station for the purpose.

- 5.3.2 The Service provider shall ensure that it is in possession of required tools including specialized tools, work procedures and new equivalent spares as specified in MSN-01 of 2020 Para-D 8 (b,c,d,e) from the reputed manufacturer for the intended service.
 - 5.3.3 The maintenance or service must be performed in presence of surveyors from the Administration or from a Recognised Organization (RO) authorized by the Gove of India, and every certificate/report issued thereby must have the surveyors' signatures who has witnessed the service.
 - 5.3.4 The Surveyor from the MMD/RO witnessing such services and endorsing the Service certificates shall satisfy himself/herself that para 3 of this SoP is complied with.
 - 5.3.5 The authorised service provider should ensure that the jobs undertaken are incorporated into the six monthly submissions to the DGS with the details in the remark column specifying that the service was carried out under DGS authorisation due to the non-availability of certified OEM personnel.
- 5.4 For Indian-flagged vessels in foreign ports, ship owners/managers may comply as per Para-F (2) of MSN-01 of 2020.
- 5.5 Recognized organizations may forward a report with details of safety equipment like manufacturer etc., to the Directorate on annual basis for the cases as below,
- 5.5.1 Witnessing the service for similar safety equipment fitted on more than one vessel under the conditions as stated in para 3,
 - 5.5.2 Repeatedly witnessing a particular safety equipment service under the conditions as stated in para 3.
- 5.6 The Surveyors of the MMD/RO undertaking the surveys/periodical inspections of service stations may verify and confirm the compliance of this SoP, as the case may be.