

Subject

Starting e-Certificate service for Japanese flagged vessels

# **ClassNK**

## ***Technical Information***

No. TEC-1286

Date 13 February 2023

To whom it may concern

Japanese government (hereafter referred to as "JG") has officially approved the issuance of electronic certificates. Given the fact, electronic certificates can be issued to Japanese-flagged vessels and DOC (Document of Compliance) issued to company managing Japanese-flag vessels.

An overview of the electronic certificates issued by ClassNK and the endorsement to electronic certificates issued by JG are given below.

### 1. Electronic certificates issued by ClassNK (e-Certificate)

On/after 13 February 2023, Class and Statutory Certificates for all Japanese-flagged vessels engaged on international or domestic voyages and DOC issued to company managing Japanese-flag vessels will be issued as electronic certificates in principle. ClassNK e-Certificate is compliant with the IMO FAL Guidelines (FAL.5Circ.39/Rev.2). For further details of our e-certificate service, please refer to the attached "ClassNK e-Certificate User Manual". No application or no registration is required to use our e-Certificate service.

An e-certificate can be downloaded from the URL mentioned in the notification e-mail sent by ClassNK upon completion of survey. The notification e-mail is sent to the e-mail address registered when you apply for the survey. You can also download the latest e-Certificate from the ClassNK system (NK-SHIPS). In case of electronic certificate, since the original is electronic file (PDF file), please keep the downloaded PDF file on board.

If the current certificate is a paper certificate, it will remain valid until the expire date of the certificate. The certificate will be replaced with an electronic certificate upon completion of the next special/renewal survey or when rewriting the certificate due to a change of description on certificate, or when the certificate is reissued.

(To be continued)

#### NOTES:

- ClassNK Technical Information is provided only for the purpose of supplying current information to its readers.
- ClassNK, its officers, employees and agents or sub-contractors do not warrant the accuracy of the information contained herein and are not liable for any loss, damage or expense sustained whatsoever by any person caused by use of or reliance on this information.
- Back numbers are available on ClassNK Internet Homepage (URL: [www.classnk.or.jp](http://www.classnk.or.jp)).

Although e-Certificates will be issued in principle for Japanese-flagged vessels and DOC issued to company managing Japanese-flag vessels after 13 February 2023, paper certificates can continue to be issued upon request. In this case, please contact and notify in advance the nearest survey site office or the Classification Department. Please note that in accordance with the standardization of electronic certificates from 30 January 2022, an extra of 500JPY (per certificate, before tax) will be charged in addition to the usual fee for the issuance of a paper certificate.

## 2. Endorsement to electronic certificate issued by JG

If an electronic certificate is issued by JG, the certificate will be endorsed electronically upon completion of periodical survey. The endorsed certificate can be downloaded from the URL mentioned in the notification e-mail sent by ClassNK upon completion of survey in same manner as e-Certificate issued by ClassNK. Please note that JG's electronic certificate is optionally issued based on an application by the owner/management company (please refer to the government notice for details).

In case where the certificate issued by JG is an electronic certificate, you can also review it on our system (NK-SHIPS). In the case of paper certificates, there is no change from the previous treatment.

In addition, if the Ship Inspection Notebook (Senpaku Kensa Techo) is issued as an electronic file, the information to be rewritten by ClassNK surveyor will be added electronically, as well, and the electronic Ship Inspection Notebook can be downloaded from the URL mentioned in the notification e-mail or from NK-SHIPS.

## 3. Outline of handling of electronic certificate

The following is the handling of electronic certificates issued by JG and ClassNK.

	Application to issue electronic certificate	Posted site	Verification of authenticity*	How to provide electronic certificate
Cert. issued by JG (Newly issued)	Required (As per the government notification)	NK-SHIPS	Verified in JG website	As per the government notification
Cert. issued by JG (Endorsed)	No required	NK-SHIPS	Verified in NK website	Upon completion of survey, an e-mail with URL to download electronic certificate will be sent.
Cert. issued by NK (Newly issued / endorsed)	No required	NK-SHIPS	Verified in NK website	Upon completion of survey, an e-mail with URL to download electronic certificate will be sent.

\*You can check the verification of authenticity of electronic certificate online. When new certificate is issued, previous certificates will become invalid.

(To be continued)

For any questions about the above, please contact:

(Class and Statutory certificates)

NIPPON KAIJI KYOKAI (ClassNK)

Classification Department, Information Center, Head Office

Address: 1-8-5 Ohnodai, Midori-ku, Chiba 267-0056, Japan

Tel.: +81-43-294-6469

Fax: +81-43-294-5449

E-mail: [cld@classnk.or.jp](mailto:cld@classnk.or.jp)

(DOC, SMC, ISSC and MLC certificates)

Ship Management Systems Department, Administration Center, Head Office

Address: 4-7 Kioi-cho, Chiyoda-ku, Tokyo 102-8567, Japan

Tel.: +81-3-5226-2173

Fax: +81-43-294-2174

E-mail: [smd@classnk.or.jp](mailto:smd@classnk.or.jp)

Attachment:

1. ClassNK e-Certificate User Manual

## ClassNK e-Certificate User Manual Ver. 4.0



## 1. Prior to use

### Registration

- Application is not required to be submitted. The link to the site for viewing/downloading documents will be sent to the e-mail address registered at the application of survey/audit to access the documents immediately after the issuance of certificates.

### Applicable ships / certificates

- This service is applied to ships whose flag states authorize to issue e-Certificates. The authorized flag administrations are shown on the [ClassNK website](#).

Applicable: Classification certificate, Statutory certificates (LL, SOLAS, MARPOL, AFS, BWM, ITC, ISM, ISPS, MLC etc.), Panama/Suez Canal Tonnage certificates and their calculation sheets

Not Applicable: Certificates issued by flag states, Certificate of particular change, Certificate for approval of postponement, attestations etc.

### Timing of service application

e-Certificates are applied to each certificate issued from 30 January 2022 at the occasion of following cases:

1. After completion of initial surveys/audits or renewal surveys/audits
2. When existing paper certificates are rewritten due to changes of descriptions.

Regardless of the above, e-Certificates may be issued with charge as requested. For details, please contact us.

### Cancellation

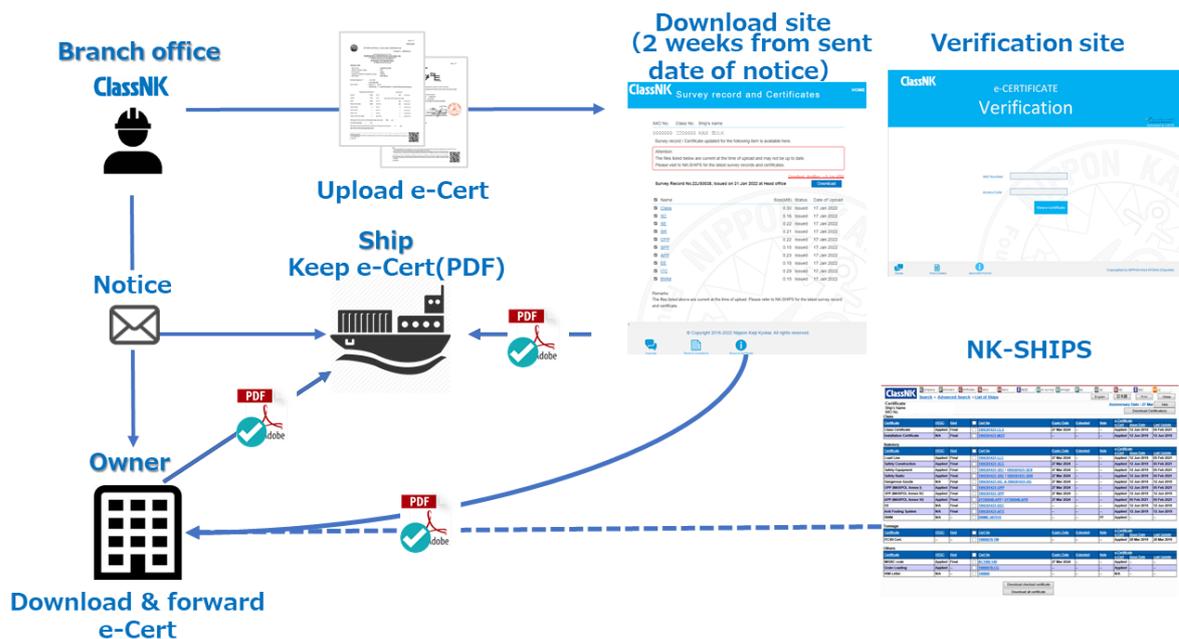
The service registration is automatically cancelled and paper certificates are issued in the following cases:

- Change of vessel's flag to flag state which is not authorized to issue e-Certificates
- When a request for paper certificates is received in advance

## 2. Issuance of e-Certificates

- After completion of the surveys/audits, attending ClassNK surveyors/auditors will issue e-Certificates and send a "Notification of update of survey documents" containing a hyperlink (URL) to the registered e-mail address. The e-Certificates shall be downloaded via the notification or NK-SHIPS and kept them onboard.
- No need to print e-certificates and keep printed ones onboard.  
However, in the following cases, ClassNK branch offices may hand over printed e-Certificates (here in after called printed version of e-Certificate) after completion of surveys/audits upon request.
  - When a e-Certificate (electronic file) cannot be kept on board before leaving the port.
  - When it is necessary to use the purpose of receiving clearance to enter/leave port, and examinations by Port State Control authorities.

In case of printed version of e-Certificate is to be kept on board under the control and responsibility of the ship, we recommend to print them in color.

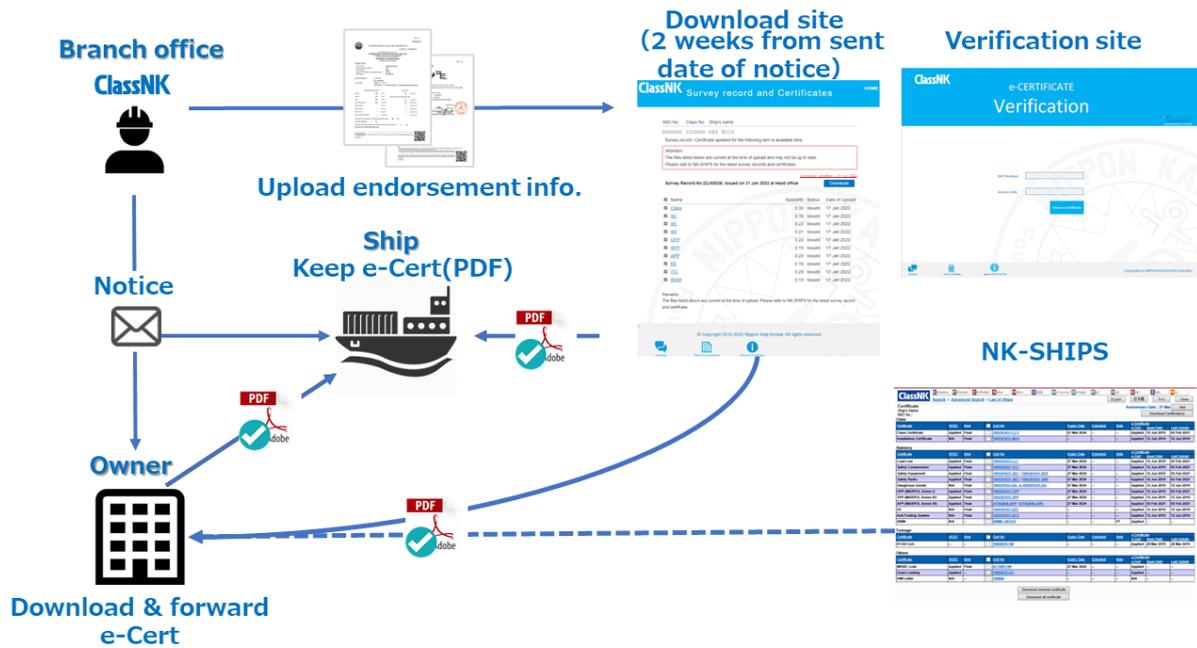


### Storage of Declaration Letter

For explanation to Port Authority, PSCO and other third parties, the Declaration letter is available. Please download the Declaration letter which is available from the [ClassNK website](#) and keep it onboard with e-Certificates when necessary.

### 3. Endorsement of e-Certificates

- After completion of periodical surveys/audits, attending ClassNK surveyor will make his/her endorsement (date of survey, place and name of surveyor, etc.) on the endorsement page of e-Certificates on the online server.
- The updated e-Certificates shall be downloaded from the notification of update of survey documents/NK-SHIPS and kept them onboard.



Sample of endorsement information added to e-Certificates

*Endorsement for Annual and Intermediate surveys*

THIS IS TO CERTIFY that, at a survey required by regulation I/10 of the Convention, the ship was found to comply with the relevant requirements of the Convention.

Annual survey:

Place: **Kobe, Japan**

Date: **30 January 2022**

Signed: **N. Kaiji**  
Surveyor to NIPPON KAIJI KYOKAI

## 4. Downloading e-Certificates

E-Certificates can be downloaded from the notification of update of survey documents or NK-SHIPS.

### 1. Notification of update of survey documents

When issuance of e-Certificates, the notification of update of survey documents is sent from "e-certificate@classnk.or.jp" to the registered email address(es). The term of validity is **2 weeks** from the sent date of notification.

=====  
This is an auto-generated e-mail. Please do not reply to this message.  
=====

Dear Sirs,

Regarding the subject vessel, please find the document(s) via the following URL (URL is valid for up to two weeks).

<https://e-certificate.classnk.or.jp/trial/verification.aspx?tid=80751232685091712285&list=2> 

- Certificates (SE)

For any inquiries, please contact the office/department that issued the record/certificates.

Best Regards,

標記船の書類を発行致しましたので、上記 URL よりダウンロード下さいますようお願い致します。なお、上記 URL は最大 2 週間有効です。

こちらのメールアドレスは送信専用です。お問い合わせは書類を発行した支部・事務所・部署までご連絡をお願い致します。

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IMO No.    Class No.    Ship's name  
9999999    2209999    KAIJI BULK

Survey record / Certificate updated for the following item is available here.

Attention:  
The files listed below are current at the time of upload and may not be up to date.  
Please visit to NK-SHIPS for the latest survey records and certificates.

Download deadline: 14 Feb. 2022

**Survey Record No.22JS0038, Issued on 31 Jan 2022 at Head office** **Download**

<input checked="" type="checkbox"/> Name	Size(MB)	Status	Date of Upload
<input checked="" type="checkbox"/> <a href="#">Class</a>	0.30	Issued	17 Jan 2022
<input checked="" type="checkbox"/> <a href="#">SC</a>	0.16	Issued	17 Jan 2022
<input checked="" type="checkbox"/> <a href="#">SE</a>	0.22	Issued	17 Jan 2022
<input checked="" type="checkbox"/> <a href="#">SR</a>	0.21	Issued	17 Jan 2022
<input checked="" type="checkbox"/> <a href="#">OPP</a>	0.22	Issued	17 Jan 2022
<input checked="" type="checkbox"/> <a href="#">SPP</a>	0.15	Issued	17 Jan 2022
<input checked="" type="checkbox"/> <a href="#">APP</a>	0.23	Issued	17 Jan 2022
<input checked="" type="checkbox"/> <a href="#">EE</a>	0.15	Issued	17 Jan 2022
<input checked="" type="checkbox"/> <a href="#">ITC</a>	0.29	Issued	17 Jan 2022
<input checked="" type="checkbox"/> <a href="#">BWM</a>	0.15	Issued	17 Jan 2022

Remarks:  
The files listed above are current at the time of upload. Please refer to NK-SHIPS for the latest survey record and certificate.

## 2. NK-SHIPS

After received the above notification, you can download the e-certificates from our web service, "NK-SHIPS" after 2 weeks. Please log in to NK-SHIPS, select subject vessel and download the e-Certificates from "Certificates" tab.

ClassNK Company Particulars **Certificates** Status History IACS Hull survey Damage PSC DOC SMC ISSC MLC

Search > Advanced Search > List of Ships

English 日本語 Print Close

List of Ships  
Search Condition: CSV File Download ALL Search Hint Total 1 Records

No.	Ship Name	Class No.	IMO No.	Status	Rec.	Flag	Ship Type	ISM Management Company
1	KAIJI MARU	NK 999999	9999999			Panama	BULK CARRIER	--

ClassNK Company Particulars **Certificates** Status History IACS Hull survey Damage PSC DOC SMC ISSC MLC

Search > Advanced Search > List of Ships

English 日本語 Print Close

**Certificates**  
Ship's Name: KAIJI MARU  
IMO No. 9999999 / Class No. NK 999999  
Anniversary Date : 10 Mar Hint  
Download Certificate(s)

**Class**

Certificate	HSSC	Kind	<input type="checkbox"/>	Cert No	Expiry Date	Extended	Note	e-Certificate	e-Cert	Issue Date	Last Update
Class Certificate	Applied	Final	<input type="checkbox"/>	19HO9999-CLS	10 Mar 2024	--	--	Applied	11 Mar 2019	11 Mar 2019	
Installation Certificate	N/A	Final	<input type="checkbox"/>	19HO9999-INS	--	--	--	Applied	04 Feb 2019	11 Mar 2019	

**Statutory**

Certificate	HSSC	Kind	<input type="checkbox"/>	Cert No	Expiry Date	Extended	Note	e-Certificate	e-Cert	Issue Date	Last Update
Load Line	Applied	Final	<input type="checkbox"/>	19HO9999-LLC	10 Mar 2024	--	--	Applied	11 Mar 2019	11 Mar 2019	
Safety Construction	Applied	Final	<input type="checkbox"/>	19HO9999-SCC	10 Mar 2024	--	--	Applied	11 Mar 2019	11 Mar 2019	
Safety Equipment	Applied	Final	<input type="checkbox"/>	19HO9999-SEC / 19HO9999-SER	10 Mar 2024	--	EX	Applied	11 Mar 2019	11 Mar 2019	
Safety Radio	Applied	Final	<input type="checkbox"/>	19HO9999-SRC / 19HO9999-SRR	10 Mar 2024	--	--	Applied	11 Mar 2019	11 Mar 2019	
OPP (MARPOL Annex I)	Applied	Final	<input type="checkbox"/>	19HO9999-OPP / 19HO9999-OPR	10 Mar 2024	--	--	Applied	11 Mar 2019	11 Mar 2019	
SPP (MARPOL Annex IV)	Applied	Final	<input type="checkbox"/>	19HO9999-SPP	10 Mar 2024	--	--	Applied	11 Mar 2019	11 Mar 2019	
APP (MARPOL Annex VI)	Applied	Final	<input type="checkbox"/>	19HO9999-APP / 19HO9999-APR	10 Mar 2024	--	--	Applied	11 Mar 2019	11 Mar 2019	
EE	N/A	Final	<input type="checkbox"/>	19HO9999-EEC	--	--	--	Applied	11 Mar 2019	11 Mar 2019	
Anti Fouling System	N/A	Final	<input type="checkbox"/>	19HO9999-AFS	--	--	--	Applied	11 Mar 2019	11 Mar 2019	
(SOLAS)Exemption.	--	--	<input type="checkbox"/>	19HO9999-SX	--	--	--	N/A	--	--	

SMC, ISSC and MLC can be downloaded from the "SMC", "ISSC" and "MLC" tabs, respectively.

ClassNK Company Particulars Certificates Status History IACS Hull survey Damage PSC DOC SMC ISSC **MLC**

Search > Advanced Search > List of Ships

English 日本語 Print Close

**Inspection Status (MLC)**  
ML0729021  
Ship's Name: KAIJI MARU  
IMO No. 9999999 / Class No. NK 999999

Outstanding Non-conformity Detail  
Items to be verified in the future Detail  
Outstanding verification for amendments to DMLC Part II Detail  
Background Information Detail

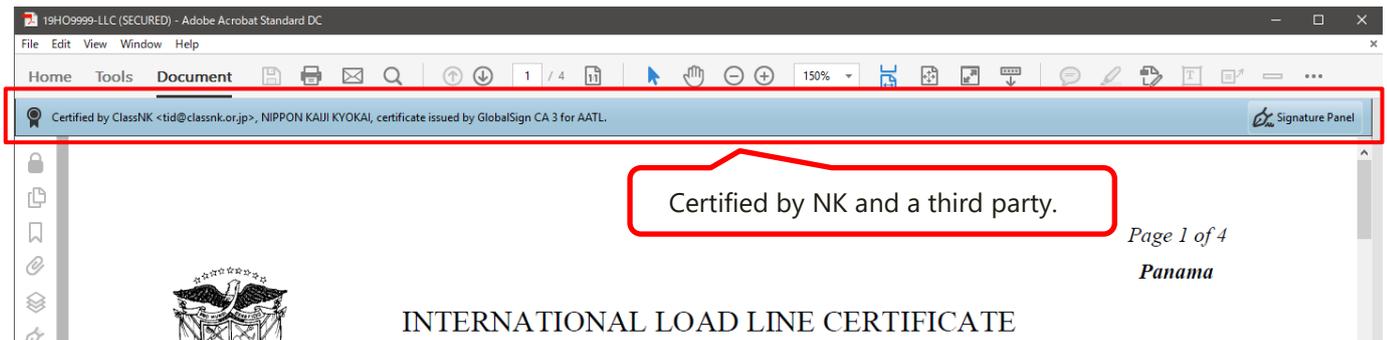
**Shipowner**  
Shipowner's Name  
NK Ship Management

**MLC**  
Anniversary Date : 26 May

Date of Initial Inspection	Next Periodical Inspection	Due Date	MLC Cert No	MLC Expiry Date	MLC Issue Date
27 Mar 2017	Renewal	26 Mar 2022	19HO9999-MLC	26 Mar 2022	27 Mar 2017

## Digital Signature

- e-Certificates are issued with a digital signature. The digital signature certifies that the electronic file has not been tampered with and prevents falsification.
- To view the digital signature correctly, Adobe Acrobat Reader DC or later is recommended. The digital signature can only be viewed when the PDF file is opened on a PC. It does not appear when the file is opened using a mobile device (smartphone, tablet etc.).



## 5. How to confirm the validity of e-Certificates

1. Click e-Certificate Verification on ClassNK webpage.

Or access here (<https://e-certificate.classnk.or.jp/CERF00010.aspx>) directly.

The screenshot shows the ClassNK website home page. At the top, there is a navigation menu with links for HOME, AboutNK, Products & Services, Certification Services, Information Services, and Research. Below the navigation is a banner image of the Earth with the text "ClassNK provides classification and technical services to roughly 20% of the world's commercial fleet." Below the banner is a search bar and a "Web Service Portal Login" button. The main content area is divided into sections: "Search by Topic" (with sub-sections: See and Learn, Find Out, Download / Order), "Press Release" (with sub-sections: 12 Mar, 12 Feb, 31 Jan), "News & Events" (with sub-sections: 20 Mar, 08 Mar, 08 Feb), and "Quick Links" (with sub-sections: Register of Ships, Rules & Guidance, Technical Information, Management Systems, Certification for Wind Turbine, Port State Control, Ballast Water Management Convention, and e-Certificate Verification). The "e-Certificate Verification" link is highlighted with a red box and a red arrow.

2. Enter the vessel's IMO No. and Tracing ID and click Verify.

The screenshot shows the ClassNK e-Certificate Verification page. The page has a blue header with the ClassNK logo and the text "e-Certificate Verification". Below the header is a form with two input fields: "IMO Number" and "Tracking ID". The "Tracking ID" field is split into four boxes. Below the form is a blue "Verify" button.

\*Tracking ID is shown in the bottom of each page of e-Certificate.

The screenshot shows the bottom of an e-Certificate page. It contains the text "LL-88P(LBR)" and "06.0" on the left, a QR code on the right, and a URL at the bottom: "https://e-certificate.classnk.or.jp/verification.aspx?imo=9756890&tid=92178-21472-31111-00790". The URL is highlighted with a red box and a red arrow.

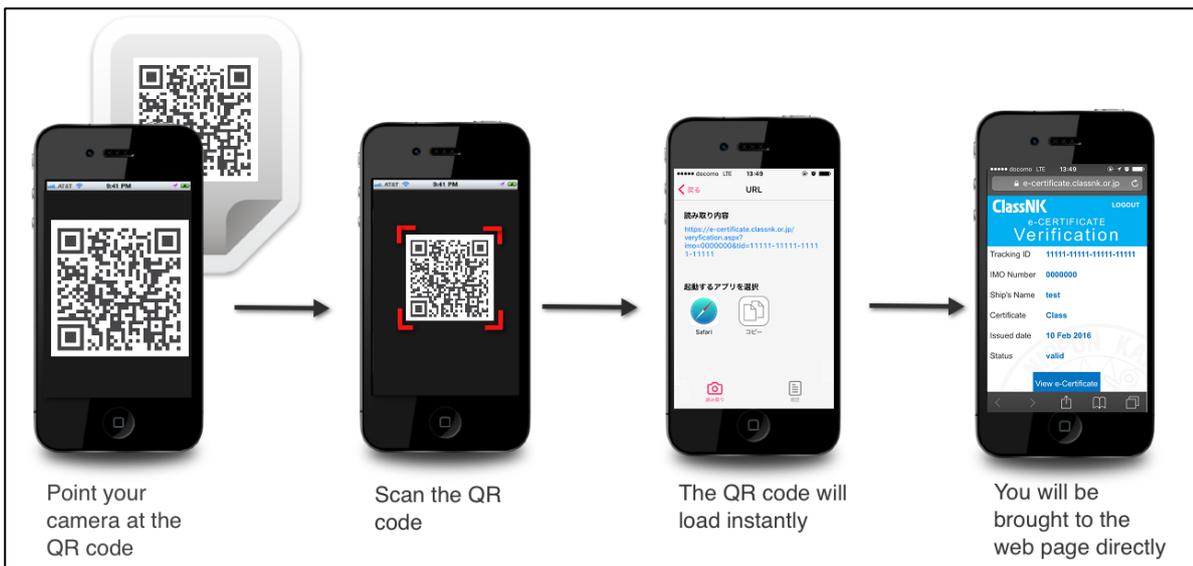
3. VALID is shown if the e-Certificate is valid.

ClassNK e-Certificate Verification	
Tracking ID	92178-21472-31111-00790
IMO Number	99999999
Ship's Name	KAIJI BULK
Certificate	LL Cert.
Issued date	11 Mar 2019
Status	VALID

If you have any doubts of the results, please contact department in charge (Classification Department or Ship Management Systems Department)

## Verification by QR Code

The e-Certificate verification site can be accessed directly by scanning the QR Code, printed on the bottom right side of the certificate, using a mobile device with an in-built camera, etc.



\*QR Code Reader (Application) should be installed to mobile devices such as smartphones /tablets etc. before scanning a QR Code.

The official QR Code Reader "Q" can be installed via the following pages.

For iOS versions above iOS 11, the QR Code can be scanned by using a default camera application.

- for iOS : <https://itunes.apple.com/us/app/official-qr-code-reader-q/id911719423?mt=8>
- for Android™ : <https://play.google.com/store/apps/details?id=com.arara.q&hl=en>

- QR Code is a registered trademark of DENSO WAVE INCORPORATED.
- iOS is a trademark or registered trademark of Cisco in the U.S. and other countries and is used under license. App Store is a service mark of Apple Inc.
- Android and Google Play are trademarks of Google Inc.

## 6. Contact us

- You may access the Inquiries page by clicking the “Inquiries” button at the bottom of the e-Certificate Verification Site, and submit any inquiries or requests from there.  
Please note that we may require some time to respond to certain inquiries and comments.
- If you need immediate assistance, please contact our department in charge as listed below by email or phone.

Email: [nkecert@classnk.or.jp](mailto:nkecert@classnk.or.jp)

Classification Department (Certification section) (Class, Statutory certs.) : +81-43-294-6469

Ship Management Systems Department (SMC, ISSC, MLC certs.) : +81-3-5226-2173

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