Subject

Compliance with the Hong Kong Convention (Ship Recycling Convention) / Regulation (EU) No. 1257/2013 on Ship Recycling (EU-SRR)- For Liberian flagged vessels

ClassNK
Technical Information

No. TEC-1320
Date 25 April 2024

To whom it may concern

Regarding compliance with the Hong Kong Convention (Ship Recycling Convention) / Regulation (EU) No. 1257/2013 on Ship Recycling (EU-SRR), the Liberian Administration published Marine Operations Note 01/2024/Rev.1 and Marine Operations Note 02/2024/Rev.1. This ClassNK Technical Information provides information on actions required in response to these Notes issued by the Liberian Administration and supersedes ClassNK Technical Information No.TEC-1313.

1. A summary of Marine Operations Note 01/2024/Rev.1 is as below,

   (1) All surveys under the Ship Recycling Convention of all ships in service registered or registering with Liberia, will be conducted by the Administration after 1 April 2024 except for Initial surveys for new ships.

   (2) The Administration requires shipowners with ships calling at any EU port to have onboard a valid international certificate on Inventory of Hazardous Materials (ICIHM).

   (3) The Administration requires shipowners with ships calling ports around the world other than EU Ports to have onboard the ICIHM no later than 26 June 2025; or before going for recycling if this is earlier.

   (4) The Administrations auditors may conduct the surveys as a stand-alone service, or during the annual safety inspection, and/or ISM/ISPS/MLC audit/inspection. IHM Part I should be submitted to Administration for inspection at least two (2) weeks prior to the survey date.

   (5) In preparation for the final survey, IHM Part I, Part II, Part III, and the Ship Recycling Plan should be submitted to the Administration for inspection at least two (2) weeks prior to the survey date.

   (6) The auditors will be able to issue the International Ready for Recycling Certificate (IRRC) to a vessel when it is ready to be recycled.

2. In accordance with the notices published by the Administration, ClassNK will conduct the survey as below,

(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).

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(1) Initial Surveys at new shipbuilding
ClassNK will continue to carry out IHM Initial Surveys for new ships for IHM Part I developed by shipyards. ClassNK will issue interim ICIHM valid for five (5) months and submit a copy of following documents to the Administration at the time of completion of the Initial Survey.
(i) Survey Record
(ii) IHM Part I on board the ship
(iii) Interim ICIHM

The Administration will issue the Full term ICIHM based on submitted documents and ICIHM will be sent to shipowner directly.

(2) Initial Surveys for ships in service, Additional Surveys and Renewal Surveys whose applications were submitted to ClassNK before 1 April 2024
ClassNK will carry out the subject survey and submit a copy of the following documents to the Administration at the time of completion of the survey.
(i) Survey Record
(ii) IHM Part I on board the ship
(iii) Interim ICIHM (for initial survey), or existing valid Statement of Compliance (IHM-SOC) or ICIHM.

The Administration will issue the Full term ICIHM based on submitted documents and ICIHM will be sent to shipowner directly.

(3) Other than the above
Please contact the Administration.

3. Ships that have not obtained IHM-SOC
For ClassNK registered ships that have not obtained IHM-SOC as of 1 December 2023, the following Note (Statutory Survey) has been set out on Survey Status.

Note: The Liberian flagged ship is required to obtain approval of IHM Part I and International Certificate on IHM by 25 June 2025, or before going for recycling if this is earlier.

Shipowners kindly requested to obtain approval of IHM Part I and ICIHM before the deadline. If the ship already has IHM Part I and IHM-SOC approved/issued by the Administration or another Classification Society, you may submit the full term ICIHM issued by the Administration to our Green Certification Department, so that the Note will be deleted.

(To be continued)

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4. Compliance with Regulation (EU) No. 1257/2013 on Ship Recycling (EU-SRR)
   The following Note will be written on the ICIHM issued by the Administration. Thus, IHM-SOC for EU-SRR will not be issued by ClassNK.

Note 2: The IHM has been developed to cover also the requirements of EU Regulation No.1257/2013.

Follow the link below to refer to the latest Marine Operations Note 01/2024/Rev.1 and Marine Operations Note 02/2024/Rev.1 for details:
https://www.liscr.com/online-library-official-guidance

The latest information on instructions from flag administrations in relation to the requirements of the Ship Recycling Convention, including the status of the delegation of authority, is available on the following ClassNK website.
HOME > Products & Services > Statutory Services > Ship Recycling Convention
https://www.classnk.or.jp/hp/en/activities/statutory/shiprecycle/index.html

For any questions about the above, please contact:

NIPPON KAIJI KYOKAI (ClassNK)
Green Certification Department, Administration Center, Head Office
Address: 4-7 Kioi-cho, Chiyoda-ku, Tokyo 102-8567, Japan
Tel.: +81-3-5226-2076
Fax: +81-3-5226-3026
E-mail: ihm@classnk.or.jp (for Inventory)
E-mail: recycling@classnk.or.jp (for Ship recycling facility)

Attachment:

1. Marine Operations Note 01/2024/Rev.1
2. Marine Operations Note 02/2024/Rev.1

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THE REPUBLIC OF LIBERIA
LIBERIA MARITIME AUTHORITY

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Tel: +1 703 790 3434
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Email: RegsandStandards@liscr.com
Web: www.liscr.com

27 March 2024

MARINE OPERATIONS NOTE 01/2024/Rev.1

SUBJECT: **Surveys under the Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships, 2009 (Hong Kong Convention) and the European Union Ship Recycling Regulation, 2013 (EU SRR)**

References:
a. **Maritime Regulation 2.35**
b. **Hong Kong Convention**
c. **Marine Operations Note 02/2024**
d. **Regulation (EU) No 1257/2013 – EU SRR**

Dear Shipowners/Operators/Masters:

The purpose of this Marine Operations Note is to inform Shipowners/Operators/Masters that the Liberian Administration is now offering Initial, Additional, Renewal and Final surveys under the Hong Kong Convention (HKC) for all Liberian registered ships. The Administration has sufficient number of trained and qualified auditors and inspectors world-wide to carry out the surveys.

Recognized Organizations (RO) have been informed that from 1 April 2024, all surveys under the HKC of all ships in service registered or registering with Liberia, will be conducted by the Administration.

The entry-into-force criteria for the Hong Kong Convention were met on 26 June 2023 and consequently the Convention will enter into force on 26 June 2025 and applies to all new and existing ships of 500 GT and over.

The European Parliament formerly adopted the EU SRR on 20 November 2013. The EU SRR entered into force on 30 December 2013 and requires all non-EU-flagged ships of 500 GT and above calling at EU ports; from 31 December 2020, to have onboard a valid international certificate on Inventory of Hazardous Materials (ICIHM)

The Liberian Administration requires shipowners with ships calling at any EU port to have onboard a valid ICIHM and ships calling ports around the world other than EU Ports to have onboard the ICIHM no later than 26 June 2025; or before going for recycling, if this is earlier. The Administration auditors will be able to issue an ICIHM with a reference to the EU SRR in order to meet the EU and the IMO requirements. Additionally, the auditors will be able to issue the International Ready for Recycling Certificate (IRRC) to a vessel when it is ready to be recycled.

The Administrations auditors may conduct the surveys as a stand-alone service, or during the annual safety inspection (ASI), and/or ISM/ISPS/MLC audit/inspection.

In preparation for the survey, IHM Part I, Part II , Part III, and the Ship Recycling Plan (as applicable) should be submitted to RegsandStandards@liscr.com for inspection at least two (2) weeks prior to the survey date to assist with the onboard survey. For scheduling the survey, including advancing or extending the date of the ASI; fees associated with the surveys, please contact Audit@liscr.com.

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For more information on this Marine Operations Note, please contact the Regulations and Standards Department at RegsandStandards@liscr.com or telephone +1 703 790 3434.

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15 April 2024

MARINE OPERATIONS NOTE 02/2024/Rev.1
(Supersedes Marine Operations Note 06/2023)

Subject: Inventory of Hazardous Materials and Ready for Recycling

Ref:
(a) Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships, 2009 – **The Hong Kong Convention**
(b) **Resolution MEPC.379(80)** - 2023 Guidelines for the Development of the Inventory of Hazardous Materials
(c) **Resolution MEPC.222(64)** – 2012 Guidelines for the Survey and Certification of Ships under the Hong Kong Convention
(d) **Resolution MEPC.211(63)** – 2012 Guidelines for the Authorization of Ship Recycling Facilities
(e) **Resolution MEPC.196(62)** – 2011 Guidelines for the Development of the Ship recycling Plan
(f) **Regulation (EU) No 1257/2013** of the European Parliament and of the Council on ship recycling- EU Ship Recycling Regulation (EU SRR)
(g) **EMSA Guidance on the Inventory of Hazardous Materials**

Dear Shipowners/Operators/Recognized Organizations and Masters,

Revisions:

The following changes have been included under Issuance and Endorsement of Certificates:

a. Upon removal of anti-fouling systems containing cybutryne, the IHM Part I should be updated and verified by the Administration.

Purpose

This Marine Operations Note provides information and practical guidance for shipowners, operators, recognized organizations and masters on a cost-efficient, streamlined and quality focused approach to the development and maintenance of inventories of hazardous materials (hereinafter referred to as "the IHM") in accordance with Regulation 5 of the Hong Kong Convention and Article 12 of the EU Ship Recycling Regulation (EU SRR); and issuance of the International Ready for Recycling Certificate in accordance with Regulation 11 of the Hong Kong Convention.

Background

The Hong Kong Convention was adopted in 2009 to effectively address, in a legally binding instrument, the environmental, occupational health and safety risks related to ship recycling, taking into account the particular characteristics of maritime transport and the need to secure the smooth withdrawal of ships that have reached the end of their operating lives.

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On 26 June 2023, Liberia ratified the Hong Kong Convention, thereby fulfilling the criteria for entry into force of the Convention. Upon entry into force on 26 June 2025, the Hong Kong Convention will require new ships and existing ships of 500 GT and above no later than 5 years after the entry into force of the Convention, or before going for recycling, if this is earlier, to have onboard a valid International Certificate on IHM. The objectives of the IHM under the Hong Kong Convention is to document ship-specific information on the actual hazardous materials present on board in order to protect health and safety of the crew, and to protect health and safety of workers at ship recycling facilities and avoid environmental pollution when the ship is going for recycling.

The European Parliament formally adopted the EU SRR on 22 October 2013. The EU SRR entered into force on 30 December 2013. The EU SRR requires all non-EU-flagged ships of 500 GT and above calling at EU ports; from 31 December 2020, to have onboard a valid IHM with a Statement of Compliance/International Certificate in the format specified in Appendix I of this Marine Operations Note. The Statement of Compliance/International Certificate shall be annotated with a note that the IHM has been developed to cover also the requirements of EU Regulation No. 1257/2013 to confirm that due diligence and consideration has been given to how the IHM is developed and controlled to cover both the requirements of the Hong Kong Convention and the EU SRR. Ships masters should be familiar with the requirements of this Note and should be able to present the same to Port State Control (PSC) officers when requested.

Considering the EU SRR is nearly aligned with the Hong Kong Convention and includes various references to the Hong Kong Convention and related Guidelines, the Liberian Administration has determined there are efficiencies to be gained through combining compliance inspections to avoid unnecessary duplication and administrative burdens of multiple ship visits for Owners and Operators of Liberian flag ships. This will also ensure that after Liberia's ratification of the Hong Kong Convention, the Liberian Administration will issue the International Certificate on IHM which may not require an additional shipboard inspection/survey. Upon entry into force of the Hong Kong Convention or earlier if requested, the Administration will also issue the International Ready for Recycling Certificate prior to recycling and upon completion of the final survey.

Shipowners with ships calling at ports in the EU are therefore required to develop the IHM for approval prior arrival at any EU port and for ships calling ports around the world other than ports in the EU, shipowners are required to develop the IHM for approval prior to entry into force of the Hong Kong Convention on 26 June 2025; or before going for recycling, if this is earlier. To meet the requirements of the EU SRR there should be a reference in the International Certificate on IHM stating that the IHM has been developed to cover also the requirements of the EU SRR. This would entail that the IHM would include the classification of materials according to the IMO guidelines together with the addition of two hazardous materials (Perfluoro octane Sulfonic Acid -PFOS and Brominated Flame Retardant -HBCDD) required by the EU SRR.

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Definitions

Accredited laboratory is a laboratory accredited in accordance with ISO 17025 or an equivalent standard for the purpose of conducting specific tests for hazardous materials included in the Hong Kong Convention including additional materials required under the EU SRR and capable of providing a written report that can be relied upon by all parties.

Hazardous Material means any material or substance which is liable to create hazards to human health and/or the environment.

Hazardous Material survey is an investigation to trace and identify the presence or absence of Hazardous Materials contained in the equipment, systems, and/or areas on board a ship and may include review of any relevant documents, visual inspections and sampling.

IHM process is the whole process of development and maintenance of an IHM throughout the operational life-cycle of the ship. It involves all the steps of developing an IHM including issuing/checking of any relevant

documentation (e.g. Material Declarations), sampling and analysis, verification and life-cycle management.

Individual IHM Expert is a person who has the appropriate training, qualifications and knowledge to conduct hazardous material surveys for the development and maintenance of an IHM. He or she should have experience on ship structure and on handling of HM and sufficient knowledge of how to compile an IHM and of all the relevant international legislation.

IHM Expert Company is an entity employing or contracting individual IHM experts to conduct any relevant work or task in relation to the IHM process for the purpose of compiling or updating Inventories of Hazardous Materials. The IHM expert company should use a documented management system and should work on suitable standards, covering the relevant activities of the company.

Sampling check is the taking of samples to identify the presence or absence of HM contained in the equipment, systems, and/or areas on board a ship, by suitable and generally accepted methods such as laboratory analysis.

Operational Guidance

The IHM consists of:

- Part I: Hazardous materials contained in ship structure or equipment, their location and approximate quantities and referred to in Appendices 1 and 2 of the **Hong Kong Convention** and clarify that the ship complies with the controls of ships hazardous materials;
- Prior to recycling - Part II: Operationally generated wastes; and
- Part III: Stores.

Annex 1 to the International Convention on the Control of Harmful Anti-fouling Systems on Ships, 2001 (AFS Convention) (**Resolution MEPC.331(76)**), introduced controls on cybutryne and entered into force on 1 January 2023, which resulted in a consequential revision of the Guidelines for the development of the Inventory of Hazardous Materials, **Resolution MEPC.379(80) (reference (b)**.

In general, the guidelines in **Resolution MEPC.379(80)** provide sufficient information for the development of the IHM in relation to the hazardous material included in Appendices 1 and 2 of the Hong Kong Convention as well as an indicative list of these hazardous materials with CAS numbers and respective specific test methods. Therefore, for information on the hazardous materials included in appendices 1 and 2 of the Hong Kong Convention and in annexes 1 and 2 of the EU SRR, reference should be made to the IMO guidelines.

Part I of the IHM shall remain with a vessel throughout its operational life and be updated as all new installations enter the ship, as these may potentially contain hazards. The presence of the inventory will then ensure the safety of crewmembers during the vessel's operational life, and the safety of workers during the recycling process.

The shipowner is responsible for developing Part I of the IHM and should draw upon expert assistance. This is strongly recommended for safety and health protection reasons and in order to have a minimum assurance that the work is carried out by competent personnel, under a quality management system and in accordance with IMO guidelines in **Resolution MEPC.379(80)**. However, such IHM Expert Company should not be the same as the Recognized Organization authorized by the Administration to approve the IHM. The development and maintenance of the IHM should be subject to the principles of independence, quality and accountability.

The following procedure should be followed for determination of Part I of the IHM:

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- Collection of necessary information
- Assessment of collected information
- Preparation of Visual/Sampling Check Plan (VSCP);
- Onboard Visual/Sampling Check; and
- Preparation of Part I of the IHM and related documentation

Maintaining and updating Part I of the IHM during operations

The Hong Kong Convention requires that the shipowner maintain the IHM, throughout the operational life of the ship.
If any machinery or equipment is added, removed or replaced or the hull coating is renewed, Part I of the IHM should be updated. Updating is not required if identical parts or coatings are installed or applied.
Part I of the IHM should belong to the ship and the continuity and conformity of the information should be confirmed, especially if the flag, owner or operator of the ship changes.

Requirements for ascertaining the conformity of Part I of the IHM

The conformity of the IHM for new ships (or new installations on existing ships) should be ascertained by reference to the Supplier's Declaration of Conformity and the related Material Declarations collected from suppliers at the design and construction stage. To enforce the delivery of Material Declarations, builders' and operator's purchase departments are strongly advised to include related clauses in the contracts with suppliers of equipment, systems and installations.

Material Declaration (MD)

Suppliers to the shipbuilding industry should identify and declare whether or not the materials listed in Appendices 1 and 2 of the Hong Kong Convention. However, this provision does not apply to chemicals which do not constitute a part of the finished product.

Information required in the MD

At a minimum the following information is required in the MD:

1. date of declaration;
2. MD identification number;
3. supplier's name;
4. product name (common product name or name used by manufacturer);
5. product number (for identification by manufacturer);
6. declaration of whether or not the materials listed in Appendices 1 and 2 of the Hong Kong Convention are present in the product above the threshold value stipulated in reference (b); and
7. mass of each constituent material listed in 6. above

Suppliers Declaration of Conformity (SDOC)

The purpose of the Supplier's Declaration of Conformity is to provide assurance that the related Material Declaration conforms to the information above, and to identify the responsible entity.

The SDOC should contain the following:

1. unique identification number;
2. name and contact address of the issuer;

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3. identification of the subject of the Declaration of Conformity (e.g. name, type, model number, and/or other relevant supplementary information);
4. statement of conformity;
5. date and place of issue; and
6. signature (or equivalent sign of validation), name and function of the authorized person(s) acting on behalf of the issuer.

For maintaining and updating the Part I of the IHM throughout the operational life of the ship, reflecting new installations containing Hazardous Materials listed in Appendix 2 of the Hong Kong Convention including the additional materials in the EU SRR and relevant changes in ship structure and equipment, shipowners should implement the following measures in order to ensure the conformity of Part I of the IHM:

- Management policy to maintain the IHM: Designate a responsible person (ashore or on board);
- Management System to maintain the IHM:
  - Request of Hazardous Material Information
  - Review of Collected Information of Hazardous Materials
  - Development of Revision of the Inventory
  - Review of Revision and Instruction of Updating Inventory
  - Update of the Inventory on Board
  - Ascertaining the Conformity of the Inventory;
- Continuity of Conformity of the inventory;
- Provide related documents as required for the survey or sale of the ship.

Shipowners may use an IHM Expert Company accepted by the Administration for maintaining and updating the IHM Part I.

Hazardous Materials Survey and Certification

The Liberian Administration has informed its Recognized Organizations (RO) that from 1 April 2024, all surveys under The Hong Kong Convention of all ships in service registered or registering with Liberia will be conducted by the Administration.

The Hong Kong Convention identifies the following surveys to be performed by the Administration or organizations recognized by the Administration:

Initial survey: to verify whether Part I of the IHM has been prepared in accordance with the Hong Kong Convention. Note that there are different requirements for the initial surveys of new ships and those for existing ships.

Initial survey for new ships:

1. Prior to the initial survey for a new ship, a request for the initial survey should be submitted by the shipowner or the shipyard to an authorized Recognized Organization along with the ship data required for the International Certificate on IHM;

2. The request for an initial survey should be supplemented by Part I of the IHM along with the MD and SDOC and all other documents used to develop the IHM;

3. The survey should verify that Part I of the IHM identifies the Hazardous Materials, their location and approximate quantities, by checking the MD and SDOC and especially the location of Hazardous Materials, is consistent with the arrangements, structure and equipment of the ship, through onboard visual inspection.

Initial survey for existing ships

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1. In the case of an existing ship, an initial survey shall be conducted before the International Certificate on IHM is issued;

2. Prior to the initial survey, a request for the initial survey shall be submitted by the shipowner to the Administration along with the ship data for the International Certificate on IHM;

3. The request for an initial survey shall be supplemented by Part I of the IHM;

4. Part I of the IHM shall be developed through a visual check and/or sampling check on board the ship, based on the visual/sampling check plan in accordance with **Resolution MEPC.379(80)** and be submitted by the shipowner to the Administration along with supporting information such as the report of the visual/sampling check and/or MD and SDOC;

5. The visual/sampling check plan and Part I of the IHM shall be prepared by an IHM Expert Company in accordance with **Resolution MEPC.379(80)**;

6. The survey shall verify that Part I of the IHM identifies the Hazardous Materials, their location and approximate quantities, by checking supporting information such as the report of the visual check and/or sampling check and/or MD and SDOC. the MD and SDOC and especially the location of Hazardous Materials, is consistent with the arrangements, structure and equipment of the ship, through onboard visual inspection;

7. The survey shall further verify that the IHM, especially the location of Hazardous Materials, is consistent with the arrangements, structure and equipment of the ship, through onboard visual inspection;

Renewal survey: is to be carried out at intervals not exceeding five years. This survey shall verify that Part I of the Inventory of Hazardous Materials complies with the requirements of this Convention.

Additional survey: at the request of the shipowner after change, replacement or significant repair of the structure, equipment, systems, fittings, arrangements and material, which have an impact on the IHM.

Final survey: conducted before a ship is taken out of service and before the recycling of the ship has started. This survey shall verify that:

1. the Inventory , in addition to the properly maintained and updated Part I, incorporates Part II for operationally generated wastes and Part III for stores, taking into account the guidelines in **Resolution MEPC.379(80).**

2. the Ship Recycling Plan, as required by regulation 9, properly reflects the information contained in the Inventory of Hazardous Materials and contains information concerning the establishment, maintenance and monitoring of Safe-for-entry and Safe-for-hot work conditions; and

3. the Ship Recycling Facility(ies) where the ship is to be recycled holds a valid authorization in accordance with this Convention.

Issuance and endorsement of certificates

Authorized Recognized Organizations shall issue an interim International Certificate on IHM for new-building ships registered or registering with Liberia for a period of five (5) months in the format specified in

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Appendix 1 of this Note after successful completion of an initial survey conducted in accordance with the paragraph above. The Interim International Certificate on IHM along with the survey report and IHM Part I shall be submitted to the Administration at RegsandStandards@liscr.com, for issuance of the full term International Certificate on IHM.

Statements of Compliance on IHM already issued by authorized Recognized Organizations will continue to remain valid until they expire; or until 26 June 2025, whichever is earlier, after which the Liberian Administration will issue the International Certificate on IHM, which may not require an additional shipboard inspection/survey, provided the IHM has been maintained and updated as required.

Ships with an IHM Part I and bearing an anti-fouling system that contains cybutryne in the external coating layer of their hulls or external parts or surfaces above 1,000 mg/kg determined by sampling, should update the IHM Part I accordingly to include the presence of cybutryne at the earliest, if applicable. Upon removal of the anti-fouling system containing cybutryne in accordance with **Marine Notice AFS-01**, the IHM Part I should be updated again and verified by the Administration .

For the issuance of the full-term certificate, the following documentation must be submitted by the Recognized Organization to the Administration prior to 26 June 2025:

- relevant survey report and IHM Part I meeting **Resolution MEPC.379(80)**; and,
- the existing valid Statement of Compliance/International Certificate on IHM:

Requirements for IHM Expert Companies, Recognized Organizations and Shipowners

IHM Expert Companies

The IHM for Liberian registered ships should be developed by IHM Expert Companies accepted by the Administration as meeting the criteria listed below and described in Appendix 3 of this Marine Operations Note.

IHM Expert Companies desiring to be accepted by the Administration for conducting IHM related work described above, including maintaining and updating the IHM Part I on Liberian registered ships should make an application to the Administration at RegsandStandards@liscr.com and be able to demonstrate:

1. Independence - Include Organization structure and a list of all Individual IHM Experts engaged with a copy of each person's training certification.
2. Quality - Include a certificate or report verifying that the IHM Expert Company has a documented quality system.
3. Accountability – Include a Statement from the Company with the elements described in appendix 2.
4. Accreditation and Certification – Include the following:

    a. ISO 17020 certification or equivalent standard and ISO 17025 certification or equivalent standard of the laboratories used;
    b. Approval by an IACS classification society as a service provider for visual/sampling checks and testing of hazardous materials and preparing the IHM; and/or for maintaining and updating the IHM Part I.

Newly accepted IHM Expert Companies; and IHM Expert Companies that have already been accepted by L iberia, shall prior to renewal of the Acceptance Document enter into an acceptance and reporting agreement with the Administration.

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Fees

The Administration will assess the administrative and documentation fees for the review of the application for acceptance as an IHM Expert Company for visual/sampling checks/testing/Issuing the IHM Part I and/or maintaining & updating of the IHM Part I;and for the issuance of initial Acceptance Document valid for a period of three (3) years, and the subsequent renewal of the Document valid for a period of three (3) years as specified in the acceptance and reporting agreement signed with the Administration.

Shipowners

- The responsibility for maintaining, updating and ascertaining the conformity of Part I of the IHM lies primarily with the ship owner. They have the duty of exercising due diligence when they appoint or instruct any person or party to conduct hazardous materials surveys, to compile reports or to perform any kind of work within the context of the IHM process. Appointing an IHM Expert Company to compile/update an IHM should, in principle, be considered as exercise of due diligence in order to meet the relevant requirements of the Hong Kong Convention.

- Shipowners desiring to obtain the International Certificate on IHM should use only IHM Expert Companies that have been accepted by the Administration.

- A list of IHM Expert Companies accepted by the Administration may be obtained by contacting the Administration at RegsandStandards@liscr.com or on Liberian Registry website "List of IHM Expert Companies"

If you have any questions, please contact Technical Department at RegsandStandards@liscr.com or telephone +1 703 790 3434.

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APPENDIX 1

FORM OF THE INTERNATIONAL CERTIFICATE OF COMPLIANCE ON INVENTORY OF HAZARDOUS MATERIALS

INTERNATIONAL CERTICICATE ON INVENTORY OF HAZARDOUS MATERIALS

(Note: This certificate shall be supplemented by Part I of the Inventory of Hazardous Materials)

(Official seal) (State)

Issued under the provisions of the Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships, 2009 (hereinafter referred to as "the Convention") under the authority of the Government of

.....
(Full designation of the country)

by .....
(Full designation of the person or organization authorized under the provisions of the Convention)

Particulars of the Ship

Name of Ship

Distinctive number or letters

Port of Registry

Gross tonnage

IMO number

Name and address of shipowner

IMO registered owner identification number

IMO company identification number

Date of Construction

Particulars of Part I of the Inventory of Hazardous Materials

Part I of the Inventory of Hazardous Materials identification/verification number: .....

Note 1: Part I of the Inventory of Hazardous Materials, as required by regulation 5 of the Annex to the Convention, is an essential part of the International Certificate on Inventory of Hazardous Materials and must always accompany the International Certificate on Inventory of Hazardous Materials. Part I of the Inventory of

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Hazardous Materials should be compiled on the basis of the standard format shown in the guidelines developed by the Organization.

Note 2: The IHM has been developed to cover also the requirements of EU Regulation No. 1257/2013.

THIS IS TO CERTIFY:

1. that the ship has been surveyed in accordance with regulation 10 of the Annex to the Convention; and

2. that the survey shows that Part I of the Inventory of Hazardous Materials fully complies with the applicable requirements of the Convention.

Completion date of survey on which this certificate is based ..... (dd/mm/yyyy)

This certificate is valid until..... (dd/mm/yyyy)

Issued at .....

(Place of issue of certificate)

(dd/mm/yyyy) ....

(Date of issue) *(Signature of duly authorized official issuing the certificate)*

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(Seal or stamp of the authority, as appropriate)

ENDORSEMENT TO EXTEND THE CERTIFICATE IF VALID FOR LESS THAN FIVE YEARS WHERE REGULATION 11.6 APPLIES*

The ship complies with the relevant provisions of the Convention, and this certificate shall, in accordance with regulation 11.6 of the Annex to the Convention, be accepted as valid until

(dd/mm/yyyy): .....

Signed: .....

Place:
Date: (dd/mm/yyyy)

(Seal or stamp of the authority, as appropriate)

ENDORSEMENT WHERE THE RENEWAL SURVEY HAS BEEN COMPLETED AND REGULATION 11.7 APPLIES*

The ship complies with the relevant provisions of the Convention, and this certificate shall, in accordance with regulation 11.7 of the Annex to the Convention, be accepted as valid until

(dd/mm/yyyy): .....

Signed: .....

(Signature of duly authorized official)

Place: .....

Date: (dd/mm/yyyy) .....

(Seal or stamp of the authority, as appropriate)

* This page of the endorsement at survey shall be reproduced and added to the certificate as considered necessary by the Administration.

ENDORSEMENT TO EXTEND THE VALIDITY OF THE CERTIFICATE UNTIL REACHING THE PORT OF SURVEY OR FOR A PERIOD OF GRACE WHERE REGULATION 11.8 OR 11.9 APPLIES*

This certificate shall, in accordance with regulation 11.8 or 11.9** of the Annex to the Convention, be accepted as valid until (dd/mm/yyyy): .....

Signed: .....

(Signature of duly authorized official)

Place: .....

Date: (dd/mm/yyyy) .....

(Seal or stamp of the authority, as appropriate)

Void

ENDORSEMENT FOR ADDITIONAL SURVEY*

At an additional survey in accordance with regulation 10 of the Annex to the Convention, the ship was found to comply with the relevant provisions of the Convention.

Signed: .....

(Signature of duly authorized official)

Place: .....

Date: (dd/mm/yyyy) .....

(Seal or stamp of the authority, as appropriate)

* This page of the endorsement at survey shall be reproduced and added to the certificate as considered necessary by the Administration.

** Delete as appropriate.

Void

APPENDIX 2

FORM OF THE INTERNATIONAL READY FOR RECYCLING CERTIFICATE

INTERNATIONAL READY FOR RECYCLING CERTIFICATE

(Note: This certificate shall be supplemented by the Inventory of Hazardous Materials and the Ship Recycling Plan)

(Official seal) (State)

Issued under the provisions of the Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships, 2009 (hereinafter referred to as "the Convention") under the authority of the Government of

.....
(Full designation of the country)

by .....
(Full designation of the person or organization authorized under the provisions of the Convention)

Particulars of the Ship

Name of Ship

Distinctive number or letters

Port of Registry

Gross tonnage

IMO number

Name and address of shipowner

IMO registered owner identification number

IMO company identification number

Date of Construction

Particulars of the Ship Recycling Facility(ies)

Name of Ship Recycling Facility

Distinctive Recycling Company identity number*

Full address

Date of expiry of DASR

* This number is based on the Document of Authorization to conduct Ship Recycling (DASR)

Void

Particulars of the Inventory of Hazardous Materials

Inventory of Hazardous Materials identification/verification number: .....

Note: The Inventory of Hazardous Materials, as required by regulation 5 of the Annex to the Convention, is an essential part of the International Ready for Recycling Certificate and must always accompany the International Ready for Recycling Certificate. The Inventory of Hazardous Materials should be compiled on the basis of the standard format shown in the guidelines developed by the Organization.

Particulars of the Ship Recycling Plan

Ship Recycling Plan identification/verification number: .....

Note: The Ship Recycling Plan, as required by regulation 9 of the Annex to the Convention, is an essential part of the International Ready for Recycling Certificate and must always accompany the International Ready for Recycling Certificate.

THIS IS TO CERTIFY:

1. that the ship has been surveyed in accordance with regulation 10 of the Annex to the Convention;

2. that the ship has a valid Inventory of Hazardous Materials in accordance with regulation 5 of the Annex to the Convention;

3. that the Ship Recycling Plan, as required by regulation 9, properly reflects the information contained in the Inventory of Hazardous Materials as required by regulation 5.4 and contains information concerning the establishment, maintenance and monitoring of Safe-for-entry and Safe-for-hot work conditions; and

4. that the Ship Recycling Facility(ies) where this ship is to be recycled holds a valid authorization in accordance with the Convention.

This certificate is valid until..... (dd/mm/yyyy)

Issued at .....
(Place of issue of certificate)

(dd/mm/yyyy) ....
(Date of issue) *(Signature of duly authorized official issuing the certificate)*

(Seal or stamp of the authority, as appropriate)

Void

ENDORSEMENT TO EXTEND THE VALIDITY OF THE CERTIFICATE UNTIL REACHING THE PORT OF THE RECYCLING FACILITY FOR A PERIOD OF GRACE WHERE REGULATION 14.5 APPLIES*

This certificate shall, in accordance with regulation 14.5 of the Annex to the Convention, be accepted as valid for a single point to point voyage

from the port of: .....

to the port of: .....

Signed: .....

(Signature of duly authorized official)

Place: .....

Date: (dd/mm/yyyy) .....

(Seal or stamp of the authority, as appropriate)

*This page of the endorsement shall be reproduced and added to the certificate as considered necessary by the Administration.

Void

APPENDIX 3

In order to be accepted by the Administration to conduct visual/sampling checks and testing of hazardous materials and preparing the IHM; and/or updating and maintaining the IHM as may be required by the shipowner, the IHM Expert Company shall, as applicable, be able to demonstrate:

1. **Independence**

   - that the Individual IHM Experts they engage are able to exercise personal integrity in the performance of their duties.

   - that anyone involved in the IHM process including the Individual IHM Experts exercise impartiality and objectivity in all work conducted.

   - independence from the authorized Recognized Organization responsible for the verification of the IHM on behalf of the Administration. In this regard, conflicts of interest between the IHM Expert Company developing and/or maintaining & updating the IHM and the Recognized Organization verifying and approving the IHM on behalf of the Administration should be prevented.

2. **Quality**

   - that the persons involved in the IHM process are able to exercise a high level of professional competence in the performance of their duties.

   - the work of any person or party involved in the IHM process should be of the highest possible quality and in compliance with the requirements of any applicable international legislation.

   - application of a documented quality management system and quality controls to ensure the credibility of the IHM process for the development or maintenance of the Inventory.

3. **Accountability**

   - any person or party involved in the IHM process should have a clear understanding of the duties and responsibilities he/she/it assumes in this process.
   - the persons or parties involved in the IHM process should keep records of the hazardous material surveys performed. Written records should be kept to the extent possible. Every person involved in the IHM process may be held liable in case of fault or gross negligence in the execution of his/her duties. Every party involved in the IHM process may also be held liable in case of fault or gross negligence of any of its employees.

   - the persons involved in the IHM process should exercise due professional care in conducting and supervising the respective activities and in preparing related reports. They should use their professional judgment when exercising their duties during the IHM process.

Void

4. Accreditation and Certification

- engage Individual IHM Experts who are adequately trained and qualified for development of IHM by visual/sampling check and testing; and/or maintaining and updating the IHM.

- implement quality processes and procedures preferably in accordance with ISO 17020 or any equivalent standard covering all the relevant activities of the company.

- use laboratories to carry out specific tests that are accredited in accordance with ISO 17025 or an equivalent standard for the purpose of conducting specific tests for hazardous materials included in appendices 1 and 2 of the Hong Kong Convention and annexes 1 and 2 of the EU SRR.

- approved by an IACS classification society as a service provider for visual/sampling checks, testing of hazardous materials and preparing the IHM; and/or maintaining and updating the IHM.

Void