



TUVALU SHIP REGISTRY

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MARINE CIRCULAR

MC-21/2012/1

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FOR: Ship Owners, Ship Managers, Ship Operators, Ship Masters, Ship Officers, Classification Societies

SUBJECT: GUIDELINES FOR CARRYING OUT ANNUAL / INTERMEDIATE / RENEWAL SURVEYS OUTSIDE WINDOW PERIOD

DEFINITIONS:

The following abbreviations stand for:

- "CSSEC" – Cargo Ship Safety Equipment Certificate
- "CSSC" – Cargo Ship Safety Certificate
- "CSSCC" – Cargo Ship Safety Construction Certificate
- "CSSRC" – Cargo Ship Safety Radio Certificate
- "MARPOL" – International Convention for the Prevention of Pollution from Ships 1973, as modified by the Protocol of 1978
- "RO" – Recognized Organization as defined by IMO Resolution MSC.349(92) and MEPC.237(65)

The term "Administration" shall mean the Tuvalu Ship Registry.

PURPOSE:

This marine circular serves to provide ship owners / operators and surveyors of ROs relevant guidelines for carrying out Annual / Intermediate / Periodical / Renewal surveys that are overdue i.e. conducted outside the window period.

APPLICATION:

This marine circular applies to all Tuvalu flagged vessels.

CONTENTS:

1. Statutory Annual Surveys & Periodical Radio Survey

- 1.1. All statutory annual surveys and periodical radio surveys are required to be carried out within 3 months before or after each anniversary date of the certificate. In case surveys are commenced within the window period and completed satisfactorily outside the said window period, the statutory certificates may be endorsed as usual on condition the vessel is being laid-up from the date of expiry of the window period till the completion of survey.
- 1.2. In case surveys can only be arranged after the window period, then owners / managers of the vessel are required to submit to this Administration reasons and valid justifications for the delay for concurrence / approval / instructions.

2. Statutory Intermediate Surveys (CSSC / CSSCC / MARPOL Certificates) / Periodical Surveys (CSSEC) - Except Radio Survey

- 2.1. All intermediate / periodical surveys are required to be carried out within 3 months before or after the 2nd anniversary date or within 3 months before or after the 3rd anniversary date of the certificate.
- 2.2. In case surveys are commenced within the window period and completed satisfactorily outside the window period, statutory certificates may be endorsed as usual on condition the vessel is being laid-up from the date of expiry of the window period till the completion of survey.

- 2.3. In case surveys can only be arranged after the window period, then owners / managers of the vessel are required to submit to this Administration reasons and valid justifications for the delay for concurrence / approval / instructions.

3. Renewal Surveys

- 3.1. All statutory renewal surveys are required to be commenced within 3 months before expiry of the certificates.
- 3.2. If a vessel at the time when a certificate expires is not in a port in which it is to be surveyed, the Administration may extend the period of validity of the certificate but this extension shall be granted only for the purpose of allowing the ship to complete its voyage to the port in which it is to be surveyed, and then only in cases where it appears proper and reasonable to do so. No certificate shall be extended for a period longer than three months, and a ship to which an extension is granted shall not, on its arrival in the port in which it is to be surveyed, be entitled by virtue of such extension to leave that port without having a new certificate.
- 3.3. Owners / managers of the vessel are required to submit to this Administration reasons and valid justifications for the delay of the renewal surveys for concurrence / approval / instructions.

4. Dry docking Surveys

- 4.1. A minimum of two inspections of the outside of the ship's bottom is required during any five year period within the validity of vessel's CSSCC / CSSC, and the intervals between any two such inspections shall not exceed 36 months.

Otherwise, owners / managers of the vessel are required to submit to this Administration reasons and valid justifications for the delay for concurrence / approval / instructions.

- 4.2. If vessel's dry docking survey due date expires at sea and vessel is under way directly to the dry docking facility, owners / managers of the vessel are required to submit to this Administration reasons and valid justifications for the delay of the dry docking survey for concurrence / approval / instructions.

Yours sincerely,

Deputy Registrar
Tuvalu Ship Registry