



# TUVALU SHIP REGISTRY

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## MARINE CIRCULAR

**MC-7/2017/1**

04/2026

**FOR:** Ship Owners, Ship Managers, Ship Operators, Ship Masters, Ship Officers

**SUBJECT: REPORTING OF MARINE CASUALTIES AND INCIDENTS**

### DEFINITIONS:

The term "Administration" shall mean the Tuvalu Ship Registry, and "Vessel" shall mean any vessel registered under the Tuvalu Ship Registry.

### PURPOSE:

The purpose of this marine circular is to provide the reporting requirements of marine casualties and incidents to the Administration.

### REFERENCES:

- (a) IMO Resolution MSC.255(84) – Casualty Investigation Code, 16 May 2008
- (b) Marine Circular MC-8/2011/1 – Contact details for recipients of maritime security related communications
- (c) Form PI – Report of Personal Injury or Loss of Life
- (d) Form Casualty – Report of Marine Casualty Form
- (e) Form Security – Report of Security Incident

### APPLICATION:

This marine circular applies to all vessels.

### CONTENTS:

#### 1. Preliminary Notification of a Marine Casualty or Incident

1.1. The Administration shall be notified, at the earliest convenience, but not exceeding 24 hours, whenever any of the following events have occurred in connection with the operations of a vessel:

1.1.1. the death of person, or serious injury causing a person to be unable to function normally;

1.1.2. the loss of a person from a vessel;

1.1.3. the loss, presumed loss or abandonment of a vessel;

1.1.4. material damage to a vessel;

1.1.5. the stranding or disabling of a vessel, or the involvement of a vessel in a collision;

1.1.6. material damage to marine infrastructure external to a vessel, that could seriously endanger the safety of the vessel, another vessel or a person; or

- 1.1.7. severe damage to the environment, or the potential for severe damage to the environment, brought about by the damage of a vessel or vessels.\
- 1.1.8. security threat or security incident involving a vessel
- 1.2. The Preliminary Notification should contain information pertaining to the following items to allow the Administration to assess the status of the marine casualty or incident and to render assistance if required:
  - 1.2.1. status on the safety and security of the seafarers (e.g. Coastal State notified to provide search and rescue, security assistance) and vessel (e.g. salvage arrangements);
  - 1.2.2. pollution or damage caused to the marine environment;
  - 1.2.3. medical assistance rendered for seafarers; and
  - 1.2.4. any relevant information that may assist in the mitigation of the effects from the marine casualty or incident.
- 1.3. The Preliminary Notification should not be delayed due to lack of complete information and should be completed as far as practicable.
- 1.4. The Initial Notification may be made via email to the Administration at: [info@tvship.com](mailto:info@tvship.com) / [security@tvship.com](mailto:security@tvship.com) (security incident)

## **2. Formal Notification of a Marine Casualty or Incident**

- 2.1. Within 72 hours of the Preliminary Notification, the following reporting forms shall be submitted to the Administration:
  - 2.1.1. Form PI – Report of Personal Injury or Loss of Life;
  - 2.1.2. Form Casualty – Report of a Marine Casualty; and / or
  - 2.1.3. Form Security – Report of Security Incident
- 2.2. Updates relating to the marine casualty and incident shall be made available to the Administration at the earliest convenience.

## **3. Actions by the Administration**

- 3.1. The Administration shall review the information submitted, and where necessary, help ensure the safety and security of the persons and vessels involved and prevent or minimise the impact of pollution and damage to the environment.
- 3.2. The Administration seeks the cooperation from all concerned parties to mitigate the effects of the casualty and to investigate into the contributing factor of the casualty and provide recommendations to prevent future occurrence.

Yours sincerely,

Deputy Registrar  
Tuvalu Ship Registry