

## **SHIPPING NOTICE 05/2020 (Rev 09)**

### **INSTRUCTIONS TO RECOGNIZED ORGANIZATIONS AND THEIR SURVEYORS.**

**To: RECOGNIZED ORGANISATIONS AND THEIR SURVEYORS**

#### **1. BACKGROUND**






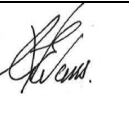



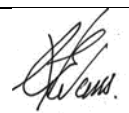
- 1.1 Paragraph 18 of the IMO Instruments Implementation Code (Resolution A.1070(28)) requires flag states, inter alia, to issue technical instructions to Recognized Organizations (RO) regarding the conduct of delegated inspection, survey and certification services delegated to the RO.
- 1.2 Annex 1 to this Shipping Notice contains the technical instructions to Recognized Organizations for Cayman Islands ships.
- 1.3 The Cayman Islands has appointed the following Recognized Organizations –
  - American Bureau of Shipping;
  - Bureau Veritas;
  - DNV;
  - Lloyd's Register;
  - Class NK; and
  - RINA.
- 1.4 This Shipping Notice should be read in conjunction with SN 02/2020 "Guidance and Instruction on Arrangements to the Satisfaction of the Administration".

#### **2. THIS REVISION**

- 2.1 This revision includes changes to –
  - Section 5.2 – Type Approval;
  - MARPOL IV added section 2 – Untreated Sewage; and
  - MARPOL VI inserted section 3 for CII / SMPEP Part III.



## **Instructions to Recognized Organizations (ROs) and their Surveyors**

Rev. No:	Date	Updates	App	Initials
0.00	01 March 2020	Initial issue to ROs for comment	GE	
1.00	01 May 2020	Updated following RO comment	GE	
1.02	01 Feb 2021	Amended section 1.9 MARPOL II added 1. MARPOL IV added 1. and 2. MARPOL VI amended 1. Tonnage added 1. Ballast Water Management added 1. and 2. Ship Recycling added 1. and 2. Non-convention requirements added 1. Registration – added section 2.5 REG Yacht Code - General Requirements - added 7.	GE	
1.03	12 Mar 2021	Amended section 16 Amended section 9 Added Appendix 2b Updated Appendix 3 and 4 Added Appendix 10	GE	
1.04	23 Jul 2021	Amended section 2.2 Amended Appendix 5 - Updated IMO HSSC reference	GE	
1.05	02 Sep 2021	Amended section 1.14 Remote Surveys and Remote Inspection Techniques Amended section 12.3 – Ship Security Plan approval	GE	
1.06	10 Sep 2021	Amended section 8 – (MARPOL VI) EEXI verification	GE	
1.07	28 Jan 2022	Section 1.6 - review of IACS UIs and URs to 1.01.22 Amended section 7 – SOLAS CHV para 7 – VDRs Appendix 1 – RO Authorisation Table Amended section 10 – REG Yacht Code, to include CISR policy on Availability of radio Equipment in Sea Area A4	GE	
1.08	12 April 2022	Section 1.11 Electronic Certificates Section 4 MARPOL Annex IV added link to CIGN 01/2022 Amended section 10 REG Yacht Code Certification replaced UK GISIS reference XQ46476 with CISR GISIS reference XQ46480 Section 12.3 SSP amendments – added link to CIGN 01/2020	GE	
1.09	13 Sept 2022	Amended section 5.2 – type approval MARPOL IV added section 2 – untreated sewage MARPOL VI inserted section 3 for CII / SEEMP Part III	GE	

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## **Cayman Islands CISR – Contact details**

Our website [www.cishipping.com](http://www.cishipping.com) and Cayman Islands guidance note [CIGN 04/2017](#) provide the latest contact details.

### Technical Team – outside normal office hours

The duty surveyor contacts are as below:

- UK duty surveyor +44 7824 302 502
- Cayman Islands duty surveyor +1 345 815 1666

Please note that local time in the Cayman Islands is UTC -5 hours.

Group emails [ssas@cishipping.com](mailto:ssas@cishipping.com), [technical@cishipping.com](mailto:technical@cishipping.com) and [reporting@cishipping.com](mailto:reporting@cishipping.com) are monitored 24/7/365 and so may also be used to contact us out of hours and in emergencies.

### Registration Team – outside normal office hours

By pre-arrangement, CISR can provide an “out-of-office” service. All Registration queries should be sent to [caymanregistry@cishipping.com](mailto:caymanregistry@cishipping.com)

## **National Legislation and Guidance**

All national legislation, shipping notices and guidance notices are freely available via our website [www.cishipping.com](http://www.cishipping.com)

## Section 1 - Statutory surveys, verifications and issue of certification

1. Conventions that have been extended to the Cayman Islands Shipping Registry (CISR)  
The Conventions that have been extended to CISR can be found on the IMO GISIS website but are also provided in [CIGN 03/2020](#).
2. RO Authorisation  
**Appendix 1** states the degree of authorisation for the ship's RO for statutory surveys and verifications carried out on behalf of CISR. The latest IMO 'Survey Guidelines Under the Harmonized System of Survey and Certification (HSSC)' are to be followed.
3. Drills  
All audits and general inspections should include witnessing a fire and abandon ship drill; if a drill cannot be witnessed due to valid reasons (i.e. due to port restrictions) this should be recorded in the survey report.
4. Crew Training  
All surveys/audits/general inspections should verify that seafarers are familiar with their specific duties, ship arrangements, installations, equipment and procedures.
5. Convention requirements left 'to the satisfaction of the Administration'  
CISR requirements for convention requirements left 'to the satisfaction of the Administration' are provided in [CISN 02/2020](#)
6. IACS Unified Interpretations of Convention requirements  
All IACS Unified Interpretations as published on 1st January 2022 are recognised by CISR unless stated otherwise herein.
7. IMO Interpretations, Guidance and Recommendations  
All IMO interpretations, guidance and recommendations (as amended) should be considered mandatory unless otherwise agreed with CISR on a vessel specific basis; in all cases the relevant IMO guidance or recommendations shall be referenced on the RO plan appraisal letters.
8. Harmonised Surveys and Certification  
CISR encourages ship operators to follow the IMO Harmonised System of Survey and Certification (HSSC) scheme, however it is not mandatory.
9. Exemptions and Equivalents - GISIS  
Except where there are specific instructions within this document (i.e. SOLAS II-2 fire-extinguishing arrangements in cargo spaces - Reg.10.7), all exemptions and equivalent arrangements will be issued by CISR. Copies of any exemptions allowed to be issued by the RO should be sent to CISR [technical@cishipping.com](mailto:technical@cishipping.com)  
  
Exemptions and equivalent arrangements that have been issued for CISR ship types (i.e. yachts) or specific ships are available in GISIS in the Cayman Islands (United Kingdom) section. Equivalent arrangements within the scope of the Red Ensign Group (REG) Yacht Code are to be documented on a '[Form 526 - Equivalent Arrangement Application Form](#)', as provided in **Appendix 2a** and **2b**. If the arrangements have operational implications agreement of the Owner's representative will be required. These are not promulgated to the IMO members states but form part of the yacht's documentation.



#### 10. Approval of manuals

The CISR fully authorises ROs to approve shipboard manuals required by International Convention for which the ROs are fully authorised in accordance with **Appendix 1**.

The only exceptions to this are:

- Ship Security Plans (SSPs) for *all ships*
- Shipboard Oil Pollution Prevention Plans (SOPEPs) and Declaration of Maritime Labour Convention (DMLC) Part IIs *for yachts*

#### 11. Electronic Certificates

CISR has communicated to IMO through GISIS the list of certificates, which may be issued by the Administration or its ROs as electronic certificates, as well as relevant website links for verification of authenticity.

If survey has been carried by an RO under the provisions of an 'ad-hoc' authorisation, the appropriate CISR survey planning office is to be informed by email as soon as the survey/audit has been satisfactorily completed so that the electronic certificate can be endorsed without delay; copies of the survey/audit report and checklists requested in the authorisation are to follow as soon as is practicable.

#### 12. Note to be added to all Convention certificates

The following text relating to the issuing authority is to be included on all certificates:

At the top: "*under the authority of the Government of the Cayman Islands by...*

At the bottom: "*This certificate is issued under the responsibility of the United Kingdom as flag State under the Convention.*"

This requirement is not applicable to any Statement/Document/Certificate issued to indicate compliance with a Convention that has not been extended to the Cayman Islands by the United Kingdom.

#### 13. Certification updating

RO's may update all statutory certification with minor amendments such as change of name, tonnage, details of new and/or replaced equipment, etc. This includes certificates issued by CISR. These updates are to be made by hand, signed and stamped by the attending RO's surveyor. Advice of such updates to CISR-issued certification must be forwarded to CISR.

If the amendments relate to particulars on the Certificate of British Registry (CoBR) the amended CoBR should be sighted before making changes to the statutory certificates. The RO is not authorised to make any changes to the CoBR; if the COBR needs updating a 'Certificate of Survey (Measurement)' should be completed and submitted to [caymanregistry@cishipping.com](mailto:caymanregistry@cishipping.com)

#### 14. Remote Surveys and Remote Inspection Techniques

Submissions have been received from several ROs detailing their proposed use of remote surveys & remote inspection techniques. Under certain circumstances an RO surveyor may not be able to attend a ship to undertake verification of some survey items or where a surveyor is present onboard may opt to use remote inspection techniques. CISR has no objection to ROs undertaking either of these methods but in both cases they must follow a documented procedure which is to be submitted to the CISR for agreement in principle on a case-by-case basis. In all cases the overarching

criteria to be met is that the remote methods must prove to be no less effective than those traditionally used with the presence of a surveyor onboard. Remote inspections to clear Port State Control detention items will not be permitted, other than in exceptional circumstances and only in full agreement with Flag and Port State on a case-by-case basis.

Please note that the above does not apply to existing and established procedures and methods for in water surveys.

15. Surveys outside of survey window

A certificate ceases to be valid if the periodical, intermediate or annual survey, as appropriate, or the inspection of the outside of the ship's bottom is not completed within the relevant time window.

As per the IMO HSSC guidelines, the validity of the certificate should be restored by carrying out the appropriate survey which, in such circumstances, should consist of the requirements of the survey that was not carried out. However, requirements may depend on the length of time between the end of the survey window and the date of the survey.

Written instruction and authorisation shall be requested from the CISR for revalidation/restoration of the validity of the certificate.

On completion of the survey, the certificate is to be endorsed with the following text next to the endorsement:

*"The validity of the certificate has been restored on this date as agreed by the Flag Administration in accordance with IMO Resolution A.1140(31) para. 5.6."*

16. Conditions of Class and the recording of deficiencies

The use of Conditions of Class (CoCs) to manage the rectification of minor deficiencies relating to classification items, e.g. hull structure, machinery and electrical/control systems, is acceptable to CISR. It is not necessary to issue short term Safety Construction and/or Load Line certificates in such cases.

However, the use of CoCs etc. to manage the rectification of deficiencies (or multiple deficiencies) relating to statutory items, e.g. safety equipment, safety radio, etc., which in the opinion of the RO's surveyor may affect the validity of the relevant certificate, is **not** acceptable to CISR as the only course of action to take.

Such deficiencies (or multiple deficiencies) are to be reported to CISR immediately which will advise how the deficiencies are to be dealt with, and when deemed appropriate CISR will issue a time limited letter of no-objection (LONO) permitting the vessel to sail.

17. Newbuild Passenger Ship and Passenger Yachts

As per **Appendix 1**, all surveys of passenger ships and passenger yachts will be carried out by surveyors from CISR in conjunction with surveyors from the RO; as detailed in a project specific authorisation.

Before issuing a project specific RO authorisation, a RO surveyor pre-authorisation is required to be completed and accepted by the CISR project surveyor. The RO surveyor(s) are to provide copies their Certificate of Authorisation which should indicate their level or authorisation (i.e. supervised or unsupervised for Passenger Ship Initial Surveys).

**Appendix 10** provides the typical delegation of work for a newbuild passenger yacht project; however, a project specific authorisation with instructions and a delegation matrix is issued. Whilst all plan appraisal is fully delegated, except for GMDSS Radio Installation, RO comments on the following reviews/appraisals are to be presented to CISR for agreement before being released to the client: -

- Life Saving Appliances Plan
- Navigations Lights Plan
- Navigation Equipment Plan
- Bridge Visibility Plan
- Crew Accommodation Plan
- Structural Fire Protection Plan
- Fire Load Calculations
- Escape Plan and Escape Calculations
- Fire Control Plan
- Passenger Safety Instructions
- Weathertight Integrity Plan (incl. glazing)
- Damage Control Plan

#### 18. Existing Passenger Ships and Passenger Yachts

As per **Appendix 1**, all surveys of passenger ships and passenger yachts will be carried out by surveyors from CISR in conjunction with surveyors from the RO.

CISR's lead surveyor, the RO's surveyor(s), the master and the operator of the vessel will discuss prior to commencement, the delegation of survey items.

At renewal surveys the RO surveyor(s) and the attending CISR surveyor are to complete a [Combined Declaration of Survey of a Passenger Ship or Passenger Yacht](#), as per **Appendix 6**.

On completion of all surveys CISR will issue the full-term Passenger Ship Safety Certificate (PSSC) or Passenger Yacht Safety Certificate (PYSC), as appropriate. The Statement of Operational Limitations is also reviewed and re-issued by CISR at each renewal survey.

#### 19. Newbuild Large Commercial Yachts

As per **Appendix 1**, all surveys of large yachts will be carried out by surveyors from CISR in conjunction with surveyors from the RO. **Appendix 3** provides the typical delegation of work for a newbuild large yacht project; however, a project specific authorisation with instructions and a delegation matrix is issued.

## 20. Existing Large Commercial Yachts

As per **Appendix 1**, CISR undertake annual surveys and audits on all yachts certified to the REG Yacht Code but may on an 'ad-hoc' basis authorise the RO to undertake surveys or audits on their behalf; on such occasions a CISR authorisation must be provided.

## 21. Electronic Official Log Books & IMO Record Books

CIGN [05/2020](#) and [05/2019](#) permit provision for the use of electronic official log books and IMO record books, subject to the conditions mentioned therein.

## **Section 2 - Registration**

### 1. Equivalent Provisions (EPs)/Alternative Design Arrangement (ADAs)/Exemptions/'Satisfaction of the Administration'

Prior to registration, the RO shall advise CISR of any EPs, ADAs or exemptions approved by the losing Flag that the RO is made aware of. This information is to be accompanied by a reference to the applicable IMO notification and any supporting documentation (risk assessments, safety cases, plans etc.) Furthermore, any items that were determined '*to the satisfaction of the Administration*' by the losing Flag are to be communicated to CISR.

### 2. Certificate of Survey (Measurement)

Prior to registration, a Certificate of Survey (Measurement) is to be submitted to CISR for review and acceptance. This information will be transposed onto CISR's register book and thus the Certificate or British Registry (CoBR) when issued.

The 'number of seafarers for whom accommodation is provided' should not exceed the approved Maritime Labour Convention (MLC) accommodation arrangements for vessels certified against this convention. For vessels not required to be certified to MLC (i.e. pleasure yachts for private use) it should be the number of berths.

For vessels other than Passenger Ships or Passenger Yachts the 'number of passengers for whom accommodation is provided' should not exceed 12, even if more berths are available.

Passenger berth numbers should be recorded on the Certificate of Survey (Measurement) even if there are less than 13 berths.

### 3. Carving and Marking Note (CMN)

Once CISR has verified that the vessel meets the flagging-in criteria it will be issued with a C&M Note, so that marking of the ship's official number, port of registry and any change of name can be arranged for the flag-in survey at which time the attending RO surveyor should sign the C&M note if markings are in accordance with the same. The vessel may not proceed to sea unless it has been properly marked.

### 4. Certificate of British Registry (CoBR)

Once CISR has verified that the vessel meets the flagging-in criteria it will be issued with a CoBR valid from the date the flag-in surveys and audits have been scheduled.

## 5. Issuance of Statutory Certificates by ROs

Statutory certificates may be issued by an RO, on behalf of CISR, as soon as the Certificate of Survey has been accepted by CISR and an Official Number and Call Sign has been assigned. The statutory certificates are required for review by a CISR surveyor prior to completing registration.

CISR encourage pleasure yachts *not engaged in trade* to maintain Load Line, Safety Construction, Safety Equipment and Safety Radio certificates on a voluntary basis; ROs are authorised to issue full term or short-term certificates (as per the RO agreement) to such vessels.

## **Section 3 – Change or Name or Port Surveys - Yachts**

1. When an RO attends to sign the Carving and Marking Note (CMN) for a change of name or Cayman Islands' port for a yacht they should complete and return the [RO for Change of Name or Cayman Port](#), as per **Appendix 6**.

## **Section 4- Flag-in Surveys**

### 1. Flag-in Surveys Merchant Ships

- 1.1 IACS PR 28 'Procedure for Change of Flag' is recognised by CISR, however, any additional statutory surveys may be waived for a flag-in of a Merchant Ship from another Red Ensign Group (REG) flag, as this effectively a change in British port.
- 1.2 When CISR is not attending for a flag-in survey, the RO should complete and return the [RO Instructions for Change of Flag – Merchant Ships](#), as per **Appendix 7**.
- 1.3 Interim ISM, ISPS and MLC audits and inspections may be carried out by the RO without formal authorisation for vessels that CISR has confirmed will be accepted on the Enhanced Delegation Scheme (known to Shipowners as the CISR Flag State Compliance (FSC) scheme). However, this does not preclude CISR from conducting the interim audits or inspections at the request of the Shipowner or when deemed appropriate by CISR

### 2. Flag-in Surveys Yachts

- 2.1 IACS PR 28 'Procedure for Change of Flag' is recognised by CISR.
- 2.3 When CISR is not attending for a flag-in survey of a pleasure yacht, the RO should complete and return the [RO Instructions for Change of Flag – Pleasure Yacht Not Engaged in Trade](#), as per **Appendix 8**.
- 2.4 When CISR is not attending for a flag-in survey of a REG Yacht Code certified large yacht from another Red Ensign Group (REG) flag, the RO should complete and return the [RO Instructions for Change of Flag – REG Coded Yacht](#), as per **Appendix 9**.

## **Section 5 - New construction, major modifications or conversions & type approval**

1. New construction, major modifications or conversions  
Major modifications or conversions delegation arrangements and procedures are as per newbuild requirements.
2. Statutory equipment requiring type-approval  
Statutory equipment requiring type-approval must be accompanied by a type approval certificate issued by:
  - an RO on behalf of an IMO Member State; or
  - or a National Administration who are an IMO Member State

Equipment which has been certified **under the UK Conformity Assessment (UKCA) Marking scheme, by any UK Conformance Assessment Body (CAB) or** under the EU Marine Equipment Directive (MED), **by any EEA Notified Body,** is acceptable to be used on CISR registered vessels, although, it is not a mandatory requirement that equipment has been certified under the **UKCA or** MED.

## **Section 6 - Reporting**

1. All major non-conformities are to be reported to CISR immediately.
2. All deficiencies which in the opinion of the RO's surveyor may affect the validity of the relevant statutory certificate are to be reported to CISR immediately.
3. See overarching RO Agreement for general reporting requirements.

## Section 7 - SOLAS

<b>SOLAS Chapter I</b> <b>General provisions</b>
No comments
<b>SOLAS Chapter II-1</b> <b>Construction – Structure, subdivision and stability, machinery and electrical installations</b>
<ol style="list-style-type: none"> <li>1. <u>Initial testing of watertight boundaries IACS UR S14 Rev 6 (Reg 11)</u> IACS UR S14 Rev 6 is acceptable as an equivalent provision for the initial testing of watertight bulkheads under SOLAS Chapter Ch. II-1, Reg.11. This is subject to the conditions stipulated in the equivalent provision notified to IMO in MS 067/011/00006. (Ref No. XQ46547 in CISR's area of GISIS).</li> <li>2. <u>Pipes penetrating collision bulkheads (Reg12)</u> The acceptance by the United Kingdom of equivalent arrangements with respect to SOLAS ChII-1, Reg.12.5.1, communicated to the IMO by MS 067-011-0006 has been extended to the Cayman Islands (Ref No. XQ46501 in CISR's area of GISIS).</li> <li>3. <u>Means of going astern (Reg 28)</u> The means of going astern (crash stop) is to be tested on every newbuild ship and not just the first in series.</li> </ol>
<b>SOLAS Chapter II-2</b> <b>Construction – Fire protection, fire detection and fire extinction</b>
<ol style="list-style-type: none"> <li>1. <u>Manually operated call points (Reg 7.7)</u> The CISR <b>does not accept</b> IACS UI (SC241) on Manually operated call points (MOCP), particularly in relation to the statement: "Service spaces and control stations which have only one access, leading directly to the open deck, shall have a manually operated call point not more than 20 m (measured along the access route using the deck, stairs and/or corridors) from the exit." In these cases, the manually operated call point shall be at the exit to the space. In cases where a ship is fitted with a Fixed Fire Detection System with MOCPs, the MOCPs shall be capable of immediate operation at all times in accordance with the FSS code. In particular, when a fire detection zone has been isolated or disabled and the MOCPs in this zone must continue to operate.</li> <li>2. <u>Spare breathing apparatus cylinders (Reg 15.2.2.6)</u> In addition to the fully charged spare cylinders required to be carried for each Self-Contained Breathing Apparatus (SCBA), where no means for recharging such cylinders is provided on board, sufficient additional spare cylinders must be provided for training purposes. Factors to be considered by the shipowner when deciding upon the number of training cylinders to be provided include the requirements in the Safety Management System for the number/frequency of drills on board where SCBA cylinders may be used, and the nature of the vessels trading pattern with respect to shore- based charging facilities. Cylinders intended for training purposes should be prominently marked to indicate their intended use. The Safety Management System must take account that at least one fully charged spare cylinder for training purposes must be provided for each SCBA set required by regulation to be on board.</li> </ol>



3. Voluntary Early Implementation

MSC.1/Circ. 1565 - CISR has agreed that in respect to the requirements of II-2/10.5 a fixed water-based local application fire-extinguishing system may be fitted in lieu of a 135L foam extinguisher. The equivalence is available in CISR's area of GISIS Ref. No. XQ46533.

4. Fire-extinguishing arrangements in cargo spaces (Reg.10.7)

The Exemption Certificate under the provisions of Reg.10.7.1.4 may be issued by a RO.

5. Emergency Escape Breathing Devices (EEBDs) (Reg 13)

The CISR's interpretation on the number of EEBDs and spares required to be carried onboard a ship is provided in [CIGN 04/2004](#).

6. Fire-fighting Protective Clothing (Reg 10.10.1)

Fire-fighting protective clothing provided for the mandatory fire-fighting outfits should be approved for enclosed space entry, such as BS EN 469:2005.

Protective clothing approved to a fire proximity standard only (such as EN 531), with limitations such as "not suitable for fire entry" or "not a fire entry suit" are not acceptable as the mandatory fire-fighting outfits

**SOLAS Chapter III**  
**Life-saving appliances and arrangements**

1. Maintenance and Inspection of Life Saving Appliances

[CIGN 09/2019](#) provides general guidance for the maintenance and inspection of life saving appliances.

2. Immersion suits (Reg 7.3)

The requirements for the carriage of immersion suits are stated in [CISN 03/2007](#).

3. Oversized lifejackets

[CISN 01/2011](#) provides clarification as to how to determine a 'sufficient' number of oversized lifejackets.

4. Authorised service providers for survival craft launching appliances and on-load release gear (Reg 11)

Further information is available in [CIGN 09/2019](#).

5. Radar Reflectors for SOLAS Liferrafts

[CISN 11/05](#) requires that when a Life-saving Appliances (LSA) Code approved liferaft is to be carried onboard a Cayman Islands ship it must always be provided with a radar reflector, even if a survival craft radar transponder is stowed in the liferaft.

6. Manual slewing of rescue boats (Reg 17)

The LSA Code requires that a rescue boat launching appliance shall not depend on any means other than gravity or stored mechanical power which is independent of the ship's power supplies to launch the rescue boat.

CISR accepts manual slewing of the rescue boat as an equivalent arrangement to SOLAS Regulations III/16 & III/17. The equivalence is available in CISR's area of GISIS Ref. No. XQ50742.



Where a rescue boat launching appliance with manual slewing arrangements is provided, the following note is to be added to the Cargo Ship Safety Equipment Certificate in the free text box to the left of the signature block:

"Manual slewing of the rescue boat has been accepted by CISR in accordance with IMO SLS.14/Circ.448 as an equivalent arrangement to SOLAS Reg.III/17 regarding the stored mechanical power requirement."

7. Fall preventer devices (Reg 20)

CISR strongly recommends the use of fall preventer devices in accordance with MSC.1/Circ.1392 but their use is not mandatory.

8. Arrangements for remotely located survival craft (Reg 31.1.4)

CISR supports the implementation of revision 4 of IACS UI SC213 rev.4, subject to the following additional requirements being met:

- Portable lighting should be included in the ship's planned maintenance system
- If installed on tankers, such electrical equipment should be of a safe type
- Securing arrangements such as brackets for portable lights should be suitable for the expected environmental conditions

9. Equivalent arrangements for the extended servicing of an inflatable liferaft (Reg 20.8) for the SURVITEC Group

CISR accept the UK's approval of extended service intervals for inflatable liferafts according to IMO guidelines MSC.1/Circ.1328. The equivalence is available in CISR's area of GISIS Ref. No. XQ48541.

#### **SOLAS Chapter IV Radiocommunications**

1. [CIGN 04/2011](#) provides guidance of Ship Radio Station Licencing and EPIRB programming. Cayman Islands utility authority, [OfREG](#), administers Ship Radio Station Licencing and only issues licences in digital format.
2. The Cayman Islands does not maintain its own dedicated EPIRB registration database, but instead has an agreement to utilize the UK database maintained by the Maritime and Coastguard Agency (MCA) or the United States database maintained by the National Oceanic and Atmospheric Administration (NOAA). Both these agencies require Cayman flagged vessels to program their EPIRBs with the serialised protocol appropriate to their respective countries. On no account should EPIRBs be programmed with the Cayman Islands' MMSI number.
3. The radio specialist undertaking the radio inspection should attend on the same date as the Cargo Ship Safety Radio survey. For yachts only, if this is not possible, they must attend at the earliest opportunity prior and within 2 weeks.
4. For vessels over 300GT the radio specialist must be approved by one of CISR's Recognised Organisations.
5. For vessels under 300GT the radio specialist must be a service provider acceptable to CISR if not approved by one of CISR's Recognised Organisations.

## SOLAS Chapter V Safety of navigation

1. Safe manning and certification and training requirements for seafarers (Reg 14)  
The requirements and guidance relating to minimum safe manning and seafarer's certification and training requirements for yachts and Minimum Safe Manning Documents (MSMDs) are provided in our [Manning Policy Manual for Yachts](#).
2. Carriage of Nautical Publications  
[CISN 13/2004](#) advises of the statutory and other requirements for publications, log books and manuals on Cayman Islands flag vessels over 12m registered length.
3. Electronic chart display and information system (ECDIS) (Reg 19)  
CISN 03/2015 which brings MSC.1/Circ.1503 and [CIGN 03/2016](#) clarifies the carriage requirement and seafarers' training requirements for ECDIS on CISR-registered ships.
4. BNWAS (Reg 19)  
[CIGN 08/2012](#) prescribes the standards for BNWAS units installed on CISR registered ships.
5. Long-range identification and tracking of ships (LRIT) (Reg 19-1)  
All CISR registered ships to which this regulation applies are fitted with a system automatically to transmit the ship's identity, position, date and time of the position of the ship to the CISR's National Data Centre. Further information is in [CIGN 05/2008](#) and [CIGN 06/2008](#).
6. Equivalent arrangement to the carriage requirements for standard and spare magnetic compasses (Reg 19)  
A General Equivalence has been submitted to IMO stipulating that the carriage requirements for standard and spare magnetic compasses and a gyro compass may be satisfied by the fitting of three gyro compasses, under certain conditions – refer to Ref. No. XQ44575 in the CISR's area of GISIS for the General Equivalence.
7. Voyage Data Recorders (Reg 20)  
[CIGN 05/2007](#) states the requirements for voyage date recorders and simplified voyage data recorders. Within MSC.333(90), amended by MSC.494(104), different standards are permitted depending on if the VDR has been installed before 1 July 2014 or on/after 01 July 2014.  
  
The term "installed" shall be taken as meaning set in position, connected to relevant peripheral equipment, tested and ready for use and evidence of proper operation is verifiable by the Flag/RO or its representative.  
  
The CISR **does not accept** IACS UI SC295 but may take into consideration, on a case-by-case basis, an unforeseen delay in commissioning.

## SOLAS Chapter VI Carriage of cargoes and oil fuels

No comments

## SOLAS Chapter VII Carriage of dangerous goods

1. Chapter 18 of the International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (IBC Code) lists products which have been reviewed for their safety and pollution hazards and determined not to present hazards to such an extent as to warrant the application of the Code. Nonetheless, some safety

precautions may be necessary for the transportation of these products. Section 18.2 of the IBC Code requires that Administrations prescribe appropriate safety requirements for the carriage of these products. <a href="#">CISN 06/2011</a> outlines the safety precautions to be followed by companies and ships when transporting those products listed in Chapter 18 of the IBC Code on Cayman Islands ships
<b>SOLAS Chapter VIII Nuclear ships</b>
CISR does not register Nuclear Vessels
<b>SOLAS Chapter IX Management for the safe operations of ships</b>
Refer to Section 8
<b>SOLAS Chapter X Safety measures for high-speed craft</b>
No comments
<b>SOLAS Chapter XI-1 Special measures to enhance maritime safety</b>
1. General information on the Company and Registered Owner Identification number and Continuous Synopsis Records are stated in <a href="#">CIGN 04/2007</a>
<b>SOLAS Chapter XI-2 Special measures to enhance maritime security</b>
Refer to Section 9
<b>SOLAS Chapter XII Additional safety measures for bulk carriers</b>
<p>1. <a href="#">Resolution MSC.277(85) Clarification of the Term "Bulk Carrier"</a></p> <p>All vessels to which this circular applies should be issued with a statement from their ROs identifying that they are either:</p> <ul style="list-style-type: none"> <li>i. A dry cargo ship meeting the definition of 1.5 of the Resolution; or</li> <li>ii. A dry cargo ship which may occasionally carry dry cargoes in bulk due to meeting the definition of 1.6 or 1.7 of the Resolution.</li> </ul> <p>Dry cargo ships that fall under the above must be identified as 'Other Cargo Ship' for statutory certification purposes.</p> <p>From 1<sup>st</sup> January 2020, CISR will not register any vessels as 'Bulk Carriers' unless they are a Bulk Carrier as defined in SOLAS regulation XII/1.1.</p> <p>Any vessels currently registered as a 'Bulk Carrier' but only meeting the requirements of 1.ii are at their 3<sup>rd</sup> Special Survey (15 years of age) to be subjected to inspection to the scope of the International Code on the Enhanced Programme of Inspections during Surveys of Bulk Carriers and Oil Tankers, 2011 (2011 ESP Code); similarly the scope of the 4<sup>th</sup> Special Survey (20 years of age) the scope of the inspection is to be as per the 2011 ESP Code.</p> <p>Any vessel registered as a 'Dry Cargo Ship' that wishes to carry dry cargo in bulk on an occasional basis must hold a statement as per 1.ii above and will require the prior agreement of the RO and CISR before undertaking a voyage with dry cargo in bulk. The interpretation of 'occasional' is left to the discretion of CISR.</p>

## Section 8 MARPOL

MARPOL Annex I	
1. <u>Electronic Record Books</u>	CISR accepts electronic record books under the criteria stated in <a href="#">CIGN 05/2019</a> .
MARPOL ANNEX II	
1. <u>Electronic Record Books</u>	CISR accepts electronic version of oil record books under the criteria stated in <a href="#">CIGN 05/2019</a> .
2. <u>IBC Code - Vapour Detection</u>	As per chapter 13.2.3, when toxic-vapour-detection equipment is not available for some products which require such detection the RO may exempt the ship from the requirement, provided an appropriate entry is made on the International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk. When granting such an exemption, the RO shall recognize the necessity for additional breathing-air supply and an entry shall be made on the International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk drawing attention to the provisions of chapter 14.2.4 and 16.4.2.2.
MARPOL ANNEX III	
No comments	
MARPOL ANNEX IV	
1. The RO is to approve the maximum permissible rate of discharge of untreated sewage (as per reg.11.1.1) which should be vessel specific and achievable, taking fully into account the capacity (fixed/variable) of the pump provided, for different combinations of draft and speed; <a href="#">CIGN 01/2022</a> also refers.	
2. Pending further review at IMO, REG is content that ROs undertaking approval of maximum discharge rates for untreated sewage in accordance with MARPOL Annex IV Regulation 11.1.1 may accept existing variable rate discharge pumps providing that the variable rate of the pump can be fixed to a discharge rate which renders the most effective discharge rates compliant with the Regulation. Above pump discharge rate should be detailed on the sewage discharge rate table approved by the RO. Also, suitable instructions should be included within the ship's SMS/ Sewage discharge procedures to ensure that the approved pump discharge rate is not exceeded in service during sewage discharge operations.	
MARPOL ANNEX V	
1. <u>Electronic Record Books</u>	CISR accepts electronic record books under the criteria stated in <a href="#">CIGN 05/2019</a> .
MARPOL ANNEX VI	
1. <u>IMO Data Collection System</u>	CISR has no objection to one RO issuing the IAPP certificate and another RO approving the SEEMP Part II, issuing the Confirmation of Compliance, and then ensuring the results from the ship are reported to the IMO Ship Fuel Oil Consumption Database

## 2. SEEMP/EEDI

ROs are authorised to conduct all work relating to SEEMP and EEDI under the existing MARPOL Annex VI authorisation; [CIGN 3/2018](#) also refers.

CISR has no objection to one RO providing EEXI verification to ships classed by another RO upon request of the ship owner, provided that:

- i) It would be limited to reviewing the EEXI Technical File and the estimated speed-power curve obtained from the tank test and/or numerical calculations and/or the sea trial results calibrated by the tank test in accordance with the EEDI Survey and Certification Guidelines (MEPC.333(76)).
- ii) where an overridable Shaft/Engine Power Limitation system is installed, the verification would not confirm that the system is appropriately installed and sealed on board in accordance with Guidelines on the Shaft / Engine Power Limitation system to comply with the EEXI requirements and use of a power reserve (MEPC.334(76)) and that a verified Onboard Management Manual (OMM) for overridable Shaft / Engine Power Limitation is on board the ship. This onboard verification task would be performed by the RO that Classes the vessel.

## 3. CII and SEEMP Part III

ROs are authorised to conduct all work relating to CII and SEEMP Part III under the existing MARPOL Annex VI authorisation.

The authorisation for verification of Carbon Intensity Indicator (CII) under MARPOL VI/26 and approval of SEEMP Part III under MARPOL VI/28 of CISR Ships extend to the respective RO who has additionally taken on the responsibility for IMO Data Collection System (DCS) for Fuel Oil Consumption of those ships, i.e. the DCS and CII verifications, and issuance of Statement of Compliance for a CISR vessel must be carried out by the same RO irrespective of whether that RO has classed the vessel.

This permission is subject to that RO taking full legal responsibility for the whole of the DCS, CII and SEEMP Part III work, or the ship owner ensuring an agreement exists between the DCS\_CII RO and the ships' primary RO as to who owns responsibility for the shipboard elements of the DCS and CII work and related certifications. The CISR would emphasize the importance of the owner having documented, legal clarity as to who takes responsibility for each element.

In addition, the DCS\_CII RO shall provide an annual list of CISR vessels for which they have undertaken the verification work before 30th June of each year starting 2023.

## 4. Electronic Record Books

CISR accepts electronic record books under the criteria stated in [CIGN 05/2019](#).

## Section 9 – Load Line, Tonnage, Ballast Water, Ship Recycling and COLREGs

### Load Line

#### 1. Multiple Load Line Certificates

No formal authorisation is required for the issue of multiple load line certificates. The requirements which should be applied to CISR registered vessels are as follows:

- The ship fully complies with all the applicable safety and pollution convention requirements appropriate for a ship of the maximum deadweight for which the minimum freeboard could be assigned;
- Only one set of Load Lines is displayed at one time -all others should be permanently marked but effectively painted over.
- If there are International Load Line Certificates in force concurrently relating to each set of Load Line marks, the Master is to ensure that the certificate in use corresponds to the Load Line marks displayed.
- The Master should make an entry in the vessel's Official Log Book on each occasion that the Load Line marks in use are changed. The attendance of a RO's surveyor on such occasions is not required;
- All Load Line marks should be checked annually by the attending RO's surveyor conducting the Load Line Annual survey. The CISR requires that all other statutory certificates shall show only the maximum deadweight of the ship. It is NOT intended to issue a full set of statutory certificates corresponding to each of the deadweights shown on the multiple Load Line Certificates

### Tonnage

1. CISR would not normally consider small changes made solely for compliance with a new regulation to affect tonnage or application of regulations under other Conventions. For "new" ships under the Tonnage Convention, tonnage should always be re-measured following changes to enclosed spaces and if  $\leq 1\%$  then either annotate the current certificate or issue a new certificate, at owner's discretion; in either case using retaining the existing tonnage. If the cumulative effects of more than one such change exceeds 1% of the original tonnage, then the recalculated figure should be used on the Tonnage Certificate and all other Convention certificates. For "existing ships" the current 1% allowance under TM5/Circ.6 applies. [REG-UI 0001.A01]

### Ballast Water Management

1. This convention has yet to be extended to CISR by the UK. In the meantime, an RO may issue a Statement of Compliance for a CISR flagged vessel; [CIGN 02/2017](#) refers
2. Water held in the hopper of a dredger does not fall under the requirements of the Convention; IMO BWM.2/Circ.32 refers.

<b>Ship Recycling (EU Regulation and Hong Kong Convention)</b>
<ol style="list-style-type: none"><li>1. The Hong Kong convention has yet to be extended to CISR by the UK. In the meantime, an RO may issue a Statement of Compliance for a CISR flagged vessel; <a href="#">CIGN 02/2019</a> on EU Ship Recycling Regulation also refers.</li><li>2. CISR has no objection to one RO issuing a Statement of Compliance (supplemented by a verified IHM) for a vessel classed by another RO.</li></ol>



<b>Convention on the International Regulations for Preventing Collisions at Sea, 1972</b>
No comments

<b>Non-Convention requirements</b>
<ol style="list-style-type: none"><li>1. CISR requirements for pleasure yachts of 300GT and above not engaged in trade operating in polar waters are provided in <a href="#">CISN 06/2020</a></li></ol>



## Section 10 REG Yacht Code

### Red Ensign Group (REG) Yacht Code – General requirements

1. CISR apply the REG Yacht Code as an equivalent arrangement with respect to the International Convention on Load Line (ILLC), 1966, The International Convention on the Safety of Life at Sea (SOLAS), 1974 and the International Convention on Standards of Training, Certification and Watchkeeping Seafarers (STCW). This has been communicated to the IMO (Ref No. XQ48537 in CISR's area of GISIS).
2. It should be noted that Part A of the Code is applicable to Large Yachts engaged in commercial use which are 24 metres and over in load line length and which do not carry cargo and do not carry more than 12 passengers or if built before 21 July 1968, 150 gross tons and over according to the tonnage measurements applying at that date. Part B of the Code is applicable to Passenger Yachts engaged in private and commercial use of any size which carry more than 12 but not more than 36 passengers on international voyages.
3. For pleasure yachts engaged solely in private use that comply with the REG Code Part A on a voluntary basis but wish to omit compliance with certain requirements (i.e. ISPS Code, MLC) then, subject to their discretion, CISR may issue an annually endorseable 'Statement of Compliance' listing non-compliant items.
4. The Red Ensign Group Yacht Code and corrigenda can be found at the following link:  
<https://www.redensigngroup.org/publications>
5. Matrices detailing the division of responsibilities with respect to surveys and the issue of statutory certification of newbuild REG Code - Part A – Large Yachts is provided in following:
  - **Appendix 3** Large Yacht Newbuild Delegation Matrix
  - **Appendix 4** Helicopter Landing Area Delegation Matrix
6. Survey and Certification of Newbuild REG Code Yachts  
Along with applicable statutory certificates, the attending RO's surveyor will be asked to issue a statement confirming the yacht meets the REG Yacht Code requirements for delegated items. Further details of CISR's working relationship with the RO are provided in the overarching RO Agreement. A surveyor from CISR will attend the yard at intervals during the build process as per their agreement with the shipyard.
7. Application of Regulations to Dormant Yacht Newbuild Projects  
For projects that have remained dormant after keel laying, with a significant delay with respect to the building contract or shipbuilding plan, CISR and the RO will on a 'case-by-case' basis evaluate whether to accept the original keel laying date for the application of the regulations. Refer to [CIGN 10/2020](#) for further information.

### REG Yacht Code – Additional requirements

1. Lightweight Survey  
A lightweight survey is required to be carried out to the satisfaction of the attending RO surveyor at intervals not exceeding five years. Refer to [CIGN 04/2020](#) for further information.
2. Bow Height – Application of the Load Line Convention  
The increased bow height requirement introduced by IMO Resolution A972(24) is not applied to yachts certified compliant with the REG Yacht Code Part A. Such yachts may be constructed with bow height in accordance with the requirements of the 1966 Load Line Convention; an exemption is not required.



### 3. Section 16.8 - Availability of Equipment (Radio)

CISR policy is to require 2 means for Sea Area A4 (i.e. duplication of equipment and a shore based maintenance contract)

## REG Yacht Code – Certification

1. Cargo Ship Safety Construction (SAFCON), Cargo Ship Safety Equipment (SEC), Cargo Ship Safety Radio (SRC) or International Load Line Convention (ILLC) certification issued by an RO on behalf of CISR should be annotated as follows:

*“This yacht is in compliance with the equivalent arrangements of the REG YC extended to the Cayman Islands by IMO GISIS reference number XQ46480 dated 20<sup>th</sup> November 2018”*

## Section 11 - ISM

### ISM Code

#### 1. ISM procedures & certification

The procedures and criteria for the conduct of ISM audits and the issuance of DOC and SMC certification shall be carried out in accordance with the following:

- IACS procedure No.9 Rev.3; and
- IMO Resolution A.1118 (30) Revised guidelines on the implementation of the International Safety Management Code by Administrations.

#### 2. ISM audit delegation

##### 2.1 Shipboard audits

CISR carries out ISM audits and issues ISM certification for commercial yachts, passenger ships and merchant ships not on the Enhanced Delegation Scheme (known to Shipowners as the CISR Flag State Compliance (FSC) scheme). However, this does not preclude CISR from conducting the audit at the request of the Shipowner or when deemed appropriate by CISR.

In addition to those ISM audits required under the Code, Class may also carry out any additional ISM audits as instructed by the CISR, considering the severity of the failure of the working systems on board the Company's vessels. Circumstances may include but not be limited to the number of ISM related deficiencies, issuance of PR17 notifications or the detention of a Cayman Islands ship on ISM related deficiencies. Additional ISM audits may be carried out by the CISR at its discretion.

##### 2.2 DOC audits

CISR normally carries out all DOC audits for Companies that operate commercial yachts, passenger ships and merchant ships not on the Enhanced Delegation Scheme (known to Shipowners as the CISR Flag State Compliance (FSC) scheme) but may at their discretion authorise the RO or another REG Flag (if multi-REG flagged fleet) to conduct the audit on CISR's behalf.

For Companies with all their vessels on the Enhanced Delegation Scheme, CISR will issue an authorisation for the RO or another REG Flag (if multi-REG flagged fleet) to conduct the audit on CISR's behalf. However, CISR will undertake an audit at least once in 5 years and typically this will be the renewal audit. For a Company new to CISR, CISR will undertake the next DOC audit after the first vessel is registered.

## Section 12 - ISPS

ISPS Code
<ol style="list-style-type: none"><li><u>ISPS audit procedures and certification</u> ISPS audits and the issue or endorsement of ISPS certification must be completed as per the requirements of the ISPS Code and IACS PR24(Rev 2). The attending Class Surveyor is authorised by CISR to view the entire Ship Security Plan, Ship Security Assessment and any records pertaining to ship security for the sole purpose of conducting ISPS verifications in accordance with IACS PR24(Rev 2). Any personnel carrying out ISPS verifications or handling information related to maritime security must treat the information as strictly confidential and must not disclose any security information to a third party without written authorisation from the CISR or the Company Security Officer.</li><li><u>ISPS delegation</u> CISR carries out ISPS audits and issues ISPS certification for commercial yachts and passenger ships. In addition, there are a few cargo ship companies with which the CISR carries out ISPS audits on their ships. For all other ships, the ISPS audits are fully delegated to the RO. In addition to those ISPS audits required under the Code, RO's may also be requested to carry out any additional audits as instructed by the CISR. Circumstances may include but not be limited to the detention of an Cayman Islands ship on ISPS related deficiencies or a failure of the vessel to follow guidance provided in relation to ship security.</li><li><u>Ship Security Plan approval</u> All Ship Security Plans must be approved by the CISR. Class are not authorised to approve Ship Security Plans on behalf of the CISR, however, an RO issuing the ISSC on behalf of CISR may approve amendments; <a href="#">CISN 01/2020</a> also refers.</li></ol>
Cayman Islands ISPS specific requirements
<ol style="list-style-type: none"><li><u>Interim Audit</u> Prior to an interim audit being carried it is to be confirmed that CISR have acknowledged submission of the Ship Security Plan (SSP) and the supporting Ship Security Assessment (SSA).</li><li><u>ISPS records</u> Confirm the records required to be kept by the Ship Security Plan are being maintained on board and in the English language. Confirm ISPS records are kept for a minimum of 3 years (this may be 1 year on the ship and 2 years in the office).</li></ol>

### 3. Ship Security Alert System (SSAS)

Guidance on SSAS is given in [CIGN 06/2007](#). A SSAS 'live test' is to be conducted at all audits, including interim audits. The Company is to advise the UK MRCC and CISR in advance of a test being carried out; contact details are given in [CIGN 04/2016](#). It is to be confirmed that an SSAS function test (without involving CISR or UK MRCC) has been carried out at intervals not exceeding 3 months. Confirm that incidents relating to maritime security have been communicated to CISR as per [CISN 02/2015](#).

### 4. Failure of Security Equipment

It is to be verified that any failure of security equipment or systems, or suspension of a security measure for whatever reason, equivalent temporary security measures should be adopted, notified to, and agreed by CISR.

If the operation of any equipment is necessary to fulfil a requirement of the SSP or the ISPS Code it will be classed as "security equipment" for the purposes of the ISPS Code. This will include "dual use" equipment, even when the equipment's primary function is not related to security. As an example, deck lighting will probably be classed as security equipment as it is required to effectively monitor deck areas during the hours of darkness. Similarly, communications equipment will be classed as security equipment if it is used for security related communications. Conversely, an internal door lock would not normally be classed as security equipment unless, say, it was also used to control access to a restricted area.

### 5. Security Advisory Notices

Security Advisory Notices to communicate security levels and security-level information are emailed to Company Security Officers. This information is confidential, however, in order to enable Company Security Officers (CSO), Masters, Ship Security Officers (SSO) and ISPS Auditors to determine if the most recent Maritime Security Level Notification is being held on board a list of the last ten Maritime Security Level Notifications issued by CISR is provided on our website.

### 6. Private Contracted Armed Security Personnel (PCASP)

Cayman Islands merchant shipping laws and regulations do not prohibit the use of firearms or armed guards on board Cayman Islands flagged vessels. With the escalation of acts of piracy and armed robbery in the Gulf of Aden and Indian Ocean, the Maritime Authority of the Cayman Islands (MACI) recognises why many owners feel that the carriage of armed security guards is necessary for the protection of vessels and crews.

As such, the decision as to whether armed guards are to be carried in this area lies with the owner and MACI would not seek to prohibit such a course of action being taken. The decision to carry armed guards on board Cayman Islands vessels should only be taken after a careful assessment of all relevant risks and taking all reasonable steps to reduce and mitigate these risks. [CIGN 03/2011](#) provides further information and guidance.

A 'Letter of No Objection (LONO)' may be requested from CISR by the Company.

## Section 13 - MLC

### MLC inspections

#### 1. MLC inspections

MLC inspections and the issue of the MLC Certificates shall be carried out in accordance with the following:

1. IACS No.40 Rev.1 Procedural requirements for MLC, 2006 Certification;
2. ILO's Guidelines for Flag State Inspections; and
3. Cayman Islands specific requirements (stated below)

Prior to an MLC initial inspection, the Seafarer Employment Agreement (SEA) and DMLC II should be submitted to CISR for review.

For yachts compliant with the Large Commercial Yacht Code but not holding an MLC Certificate (i.e. <500GT), confirmatory MLC inspections are carried out annually within the scope of the LYC survey.

#### 2. MLC delegation

The CISR carries out MLC inspections and issues MLC certification on commercial yachts and passenger ships. There are also a number of cargo ship companies with which the CISR carries out MLC inspections on their ships.

For all other ships, Class are fully delegated to carry out MLC inspections.

In addition to those inspections required under the MLC, Class may also carry out additional inspections as instructed by the CISR, taking into account the reasons for the inspection. This may include the detention of a ship on MLC related deficiencies or receipt of a complaint.

Additional MLC verifications may be carried out by the CISR at its discretion.

#### 3. MLC certification & DMLC Part I & II

For ships where MLC inspections have been delegated to Class, Class are authorised to issue the MLC Certification. However, the CISR issues a signed but un-dated DMLC Part I and approves the Seafarer Employment Agreements (SEAs).

The DMLC Part I issue date should be added by the attending Class surveyor when he/she signs the DMLC Part II and issues the MLC Certificate.

A copy of the SEA approved by the CISR should be available onboard.

#### 4. Amendments to DMLC Part I & II

**DMLC Part I** – The latest CISR DMLC I is available on our website [www.cishipping.com](http://www.cishipping.com) under Forms>[Declaration or Maritime Compliance \(DMLC 1\)](#)

**DMLC Part II** – If the shipowner makes minor amendments, they can use an amendment sheet to state these (this includes amending contact details, references to forms and/or the SMS). If the amendments are major, the DMLC II should be re-approved.

#### 5. Exemptions or Equivalences

Any exemptions or equivalences shall be agreed by the CISR. Any existing exemptions

or equivalences are stated on the DMLC Part I.

6. Reporting

In the event of a serious deficiency, CISR is to be advised immediately.

7. Seafarer Complaints

MLC complaints are investigated by the CISR. If Class receive any complaints, these shall be forwarded to [shipping.master@cishipping.com](mailto:shipping.master@cishipping.com) along with any comments from the attending surveyor. Alternatively, seafarers can submit a complaint to us directly via our [on-line form](#)

### **Cayman Islands MLC specific requirements**

The following requirements are specific to CISR flagged ships and need to be verified during MLC inspections:

- Medical stores onboard must comply with [CISN 06/2014](#)
- Food fresh water and catering staff training [CISN 07/2014](#)
- Hours of work and rest [CISN 05/2014](#)
- Crew Accommodation [CISN 03/2014](#)
- Complaint Procedures [CISN 04/2014](#)
- Mandatory Reporting of incidents [CISN 02/2015](#)

## **Appendices**

**Appendix 1** [RO Authorisation Table](#)

**Appendix 2a** [Exemption/Equivalent Arrangement Application Form \(non-operational\)](#)

**Appendix 2b** [Exemption/Equivalent Arrangement Application Form \(operational\)](#)

**Appendix 3** [Large Yacht Newbuild Delegation Matrix](#)

**Appendix 4** [Helicopter Landing Area Delegation Matrix](#)

**Appendix 5** [Combined Declaration of Survey of a Passenger Ship or Passenger Yacht](#)

**Appendix 6** [RO Instructions for Change of Name or Cayman Port – Yachts](#)

**Appendix 7** [RO Instructions for Change of Flag – Merchant Ships](#)

**Appendix 8** [RO Instructions for Change of Flag – Pleasure Yacht Not Engaged in Trade](#)

**Appendix 9** [RO Instructions for Change of Flag – REG Coded Yacht](#)

**Appendix 10** [Passenger Yacht Newbuild Delegation Matrix](#)



## **TABLE OF RECOGNIZED ORGANIZATION (RO) AUTHORISATION**

### **1. General Conditions**

The RO is hereby authorised, as listed below, to carry out statutory certification and services and require repairs and/or corrective action on behalf of the Administration in accordance with the table of authorisation in addendum A and the applicable instruments in addendum B.

The following types of authorisations apply as noted:-

- F: Full authorisation to perform plan review, carry out surveys, inspections and audits, approve relevant documents and issue necessary interim and full term certificates.
- P: Partial authorisation to perform plan review, carry out surveys, inspections and audits, and possible issue of interim certificates or full term certificates. (Specific guidance to be provided by the Administration and full term Certificate may be issued by the Administration).
- L: Limited authorisation to account for other special categories not covered by the above, such as case-by-case authorisation or geographical limitations.
- S: Statement or other document confirming compliance with the requirements of the applicable instruments where the relevant instrument is not yet in force for the Administration. Statement or other document to be issued on behalf of the Administration in accordance with the RO's normal procedures for confirming compliance with requirements on non-party ships where applicable. Where the issuance of certificates are not required in accordance with the International Convention the RO may issue a Statement or other document at the request of the owner.



Applicable Instruments (addendum B)	INSTRUMENT (AS MAY BE AMENDED)	AUTHORISATION (ISSUE/ENDORSE/APPROVE)					
		Initial	Annual	Intermediate	Renewal	Short-term	Interim
<b>1.0</b>	<b>SOLAS Convention 74/78 and the Protocol 1988</b> See Note 1						
1.1	Cargo Ship Safety Construction Certificate	F	F	F	F	F	
1.2	Cargo Ship Safety Equipment Certificate	F	F	F	F	F	
1.3	Cargo Ship Safety Radio Certificate	F	F		F	F	
1.4	Cargo Ship Safety Certificate	F	F	F	F	F	
1.5	Document of Authorisation for the Carriage of Grain	F				F	
1.6	Passenger Ship Safety Certificate	L1	L1	L1	L1	L1	
<b>2.0</b>	<b>International Convention on Load Lines, 1966 and 1988 Protocol</b> See Note 1						
2.1	International Load Line Certificate	F	F	F	F	F	
<b>3.0</b>	<b>MARPOL Convention 73/78 Protocol</b> See Note 1						
3.1	Annex I – Prevention of Pollution by Oil						
3.1.1	International Oil Pollution Prevention Certificate with Supplement as appropriate	F	F	F	F	F	
3.1.2	Shipboard Oil Pollution Emergency Plan (SOPEP)	F					
3.2	Annex II – Prevention of Pollution by Noxious Liquid Substances in Bulk						
3.2.1	International Pollution Prevention Certificate for the Carriage of Noxious Liquids in Bulk	F	F	F	F	F	
3.3	Annex IV – Prevention of Pollution by Sewage						
3.3.1	International Sewage Pollution Prevention Certificate	S			S	S	
3.4	Annex V – Prevention of Pollution by Garbage	F	F	F	F	F	
3.5	Annex VI – Prevention of Air Pollution from Ships						
3.5.1	International Air Pollution Prevention Certificate with Supplement	F	F	F	F	F	
3.5.2	Engine International Air Pollution Prevention Certificate	F					
3.5.3	International Energy Efficiency Certificate	F	F	F	F	F	
3.5.3	IMO Data Collection System for Fuel Oil Consumption of Ships: Confirmation of Compliance – Review of SEEMP Part II Statement of Compliance – Fuel Oil Consumption Reporting Submission of the reported data to the IMO database	F	F	F	F	F	
3.5.5	SO <sub>x</sub> Emission Compliance Certificate (SECC)	F	F	F	F	F	
3.5.6	SO <sub>x</sub> Emissions Compliance Plan (SECP)	F					

Applicable Instruments (addendum B)	INSTRUMENT (AS MAY BE AMENDED)	AUTHORISATION (ISSUE/ENDORSE/APPROVE)					
		Initial	Annual	Intermediate	Renewal	Short-term	Interim
<b>4.0</b>	<b>Ballast Water Management Convention</b>						
4.1	Ballast Water Management Plan	S					
4.2	International Ballast Water Management Certificate	S	S	S	S	S	
<b>5.0</b>	<b>International Convention on Harmful Anti-Fouling Systems</b>						
5.1	International Anti-Fouling System Certificate and Record	S					
5.2	Declaration on Anti-Fouling System	S					
<b>6.0</b>	<b>Torremolinos International Convention</b>						
6.1	International Fishing Vessel Safety Certificate (as applicable)	N/A	N/A	N/A	N/A	N/A	
6.2	Certificate of Compliance for a Fishing Vessel (EU Directive 97/70/EC)	N/A	N/A	N/A	N/A	N/A	
<b>7.0</b>	<b>International Convention of Tonnage Measurement, 1969</b>						
7.1	International Tonnage Certificate	F					
7.2	National Tonnage Certificate	N/A					
<b>8.0</b>	<b>National Certificates</b>						
8.1	REG Yacht Code – Part A – Large Commercial Yachts	L2	L2	L2	L2	L2	
8.2	REG Yacht Code – Part B – Passenger Yachts	L1	L1			L1	
8.3	Lifting Appliances (ILO152)	S					
<b>9.0</b>	<b>COLREGS - International Regulations for Preventing Collisions at Sea</b> <small>See Note 1</small>						
		F	F	F	F	F	
<b>10.0</b>	<b>International Code Certificates</b>						
10.1	MODU Codes – Mobile Offshore Drilling Units – 1979 Code, 1989 Code and 2009 Code						
10.1.1	MODU Safety Certificate	F	F	F	F	F	
10.2	Carriage in Bulk of Dangerous Goods						
10.2.1	Certificate of Fitness for Carriage of Dangerous Chemicals in Bulk	F	F	F	F	F	
10.2.2	International Certificate of Fitness for Carriage of Dangerous Chemicals in Bulk (for ships built on or after 1 July 1986, IBC Code)	F	F	F	F	F	
10.3	Carriage of Liquefied Gases						
10.3.1	Certificate of Fitness for the Carriage of Liquefied Gases in Bulk according to the Code for Existing Ships carrying Liquefied Gases in Bulk (ships built prior to 31 October 1976, EGC Code)	F	F	F	F	F	

Applicable Instruments (addendum B)	INSTRUMENT (AS MAY BE AMENDED)	AUTHORISATION (ISSUE/ENDORSE/APPROVE)					
		Initial	Annual	Intermediate	Renewal	Short-term	Interim
10.3.2	Certificate of Fitness for Carriage of Liquefied Gases in Bulk (ships built on or after 31 October 1976 but before 1 July 1986, GC Code)	F	F	F	F	F	
10.3.3	International Certificate of Fitness for Carriage of Liquefied Gases in Bulk (ships built on or after 1 July 1986, IGC Code)	F	F	F	F	F	
10.4	IMDG Code – Carriage of Dangerous Goods						
10.4.1	Document of Compliance with the Special Requirements for Ships Carrying Dangerous Goods	F			F	F	
10.5	IMSBC Code – Carriage of Solid Bulk Cargoes						
10.5.1	Statement of Compliance with the IMSBC Code	F			F	F	
10.6	HSC Codes – High Speed Craft						
10.6.1	High Speed Craft Safety Certificate	F	F	F	F	F	
10.7	CSS Code – Safe Practice for Cargo Stowage and Securing						
10.7.1	Cargo Securing Manual	F	F	F	F	F	
10.8	Safe Practice for Ships Carrying Timber Deck Cargoes						
10.8.1	Document of Compliance with the Code of Safe Practice for Ships Carrying Timber Deck Cargoes	F					
10.9	SPS Code – Safety for Special Purpose Ships						
10.9.1	Special Purpose Ship Safety Certificate	L3	L3	L3	L3	L3	
10.10	Code of Safety for Dynamically Supported Craft						
10.10.1	Dynamically Supported Craft Construction and Equipment Certificate	F	F	F	F	F	
10.11	Code of Safety for Diving Systems						
10.11.1	Diving System Safety Certificate	F	F	F	F	F	
10.12	POLAR Code						
10.12.1	Polar Ship Certificate	F	F	F	F	F	
10.12.2	Polar Water Operational Manual (PWOM)	F					
10.13	<b>Dynamic Positioning Systems</b>						
10.13.1	Flag State Verification and Acceptance Document and/or Dynamic Positioning Verification Acceptance Document for Vessels with Dynamic Positioning Systems as per MSC/Circular.645 and MSC.1/Circ.1580.	F	F	F	F	F	
10.14	Code for the transport and handling of hazardous and noxious liquid substances in bulk on offshore support vessels (OSV Chemical Code, Res.A.1122(30))						

Applicable Instruments (addendum B)	INSTRUMENT (AS MAY BE AMENDED)	AUTHORISATION (ISSUE/ENDORSE/APPROVE)					
		Initial	Annual	Intermediate	Renewal	Short-term	Interim
10.14.1	Certificate of Fitness	F	F	F	F	F	
10.15	Guidelines for the Transport and Handling of Hazardous Noxious Liquid Substances in Bulk in Offshore Support Vessels, A.637(16)						
10.15.1	Certificate of Fitness	F	F	F	F	F	
10.16	Guidelines for the Design and Construction of Offshore Supply Vessels (OSVs) according to Resolution MSC.235(82)						
10.16.1	Offshore Supply Vessel Document of Compliance	F	F	F	F	F	
<b>11.0</b>	<b>International Safety Management Code</b>						
11.1	Document of Compliance	X	L4		X		L4
11.2	Safety Management Certificate	L5		L5	L5		L5
<b>12.0</b>	<b>International Ship and Port Facility Security Code</b>						
12.1	International Ship Security Certificate	L6		L6	L6		L6
12.2	Ship Security Plan	X					
<b>13.0</b>	<b>International Labour Organization</b> <small>See Note 1</small>						
13.1	Maritime Labour Convention, 2006						
13.1.1	Maritime Labour Certificate	L7		L7	L7		L7
13.1.2	Declaration of Maritime Labour Convention	L8			L8		
13.2	Convention Nos. 92 and 133 relating to Crew Accommodation						
13.2.1	Approval of new build plans and survey for Crew Accommodation	F					
<b>14.0</b>	<b>Equipment / Material Certification and Type- Approvals</b>						
14.1	Assess and Approve	F					
<b>15.0</b>	<b>Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships, 2009 (HKSRC 2009)</b>						
15.1	Statement of Compliance on Inventory of Hazardous Materials	S					
15.2	Statement of Compliance on Ready for Recycling Certificate	S					
<b>16.0</b>	<b>Regulation (EU) No 1257/2013 on ship recycling</b>						
16.1	Statement of Compliance	N/A					
16.2	Ready for Recycling Certificate	S					
16.3	Statement of Compliance on Inventory of Hazardous Materials (Non-EU flag)	S					

Applicable Instruments (addendum B)	INSTRUMENT (AS MAY BE AMENDED)	AUTHORISATION (ISSUE/ENDORSE/APPROVE)					
		Initial	Annual	Intermediate	Renewal	Short-term	Interim
	INSTRUMENT (AS MAY BE AMENDED)	AUTHORISATION (ISSUE/ENDORSE/APPROVE)					
16.0	ASSESSMENT AND APPROVALS OF STABILITY						
16.1	Intact Stability	F					
16.2	Damage Stability requirements for assignment of freeboards under the Load Line Convention	F					
16.3	Damage Stability as required by SOLAS or MARPOL	F					

**Notes:**

1. For large yachts refer to section 8.1 'REG Yacht Code – Part A – Large Commercial Yachts' and comments L2 below.
- L1: Newbuild Passenger Ships and Passenger Yachts: subject to a project specific delegation agreement; see **Appendix 10** for example matrix for Passenger Yachts.  
Existing Passenger Ships and Passenger Yachts: as per '[Combined Declaration for a Passenger Ship or Passenger Yacht](#)' provided in **Appendix 2**
- L2: *Newbuild Large Yachts*: subject to a project specific delegation agreement; see **Appendix 3** for example matrix.  
*Existing Large Yachts*: Safety Equipment, Safety Radio, IOPP surveys, ISM/ISPS audits and MLC inspection are only delegated in specific circumstances (i.e. Limited 'L' authorization applies). **SOPEP approval for Large Yachts is not delegated.**
- L3: Fully delegated for vessel's other than Yacht Support Vessels.
- L4: Audits (incl. interim, initial, annual and renewal) of Companies that manage Passenger Ships or Large Yachts are not normally delegated.  
Initial audits and renewal audits of merchant ship Companies are not normally delegated.  
For existing Companies with merchant ships that are not on the CISR Enhanced Delegation scheme, the annual DOC audits are not normally delegated.  
For existing Companies with merchant ships on the CISR Enhanced Delegation scheme (also known commercially as the Flag State Compliance (FSC) Scheme), the annual DOC audits are fully delegated, and no authorization is required. A copy of the audit report is to be submitted to [fleetquality@cishipping.com](mailto:fleetquality@cishipping.com) and CISR will endorse the DOC.
- L5: For merchant ships on the CISR Enhance Delegation scheme (also known commercially as the Flag State Compliance (FSC) Scheme) the ISM shipboard audits are fully delegated.
- L6: For merchant ships on the CISR Enhance Delegation scheme (also known commercially as the Flag State Compliance (FSC) Scheme) the ISPS audits are fully delegated, except for the SSP approval.
- L7: For merchant ships on the CISR Enhance Delegation scheme (also known commercially as the Flag State Compliance (FSC) Scheme) the MLC inspections are fully delegated.
- L8: For merchant ships on the CISR Enhance Delegation scheme (also known commercially as the Flag State Compliance (FSC) Scheme) the SEA/CBA, DMLC Part II approval and issuing of the DMLC Part I is retained by CISR but the verification and endorsed of the DMLC II is fully delegated.

133 Elgin Avenue  
P.O Box 2256  
George Town  
Grand Cayman  
Cayman Islands



1<sup>st</sup> Floor Vanbrugh House  
Grange Drive  
Hedge End  
Southampton  
SO30 2AF  
United Kingdom

## CAYMAN ISLANDS SHIPPING REGISTRY

### Acceptance of Equivalent Arrangement / Exemption Certificate Application Form

#### **Important Notes:**

- i. This Form 526 is to be used for all applications, the acceptance of which results in no additional operational implications. For applications, which **do** result in such additional implications, a Form 526 (O) should be used.
- ii. The Application Form is to be completed in all respects by the relevant Shipyard / Designer, Owners Representative / Manager / Master and Classification Society Surveyor (for any items concerning Statutory Compliance that are delegated to Class) prior to submission to the Cayman Islands Shipping Registry (CISR) for review and approval.
- iii. Each Application Form must be supported by the appropriate plans, documentation, calculations as appropriate and technical justification for the acceptance of an equivalent arrangement or the exemption being applied for.
- iv. In cases where a CISR fixed fee agreement is not in place, an hourly fee in accordance with the Cayman Islands Fees Regulations may be charged for each individual application regardless of whether approval is granted.
- v. The acceptance of an equivalent arrangement or the granting of an Exemption can only be agreed to when there are clear provisions within the appropriate Code, Convention or Regulation(s) to do so.

SECTION 1 – TO BE COMPLETED BY THE SHIPYARD / DESIGNER			
PROJECT IDENTIFIER:		TYPE OF SHIP:	
VESSEL NAME:		CERTIFICATION:	
IMO No:		RESTRICTIONS:	
NAME AND ADDRESS OF BUILDER/YARD :		DATE KEEL LAID:	
		GROSS TONNAGE:	
		CISR SURVEYOR:	
DETAILS OF EQUIVALENT ARRANGEMENT / EXEMPTION BEING APPLIED FOR:			
CODE / CONVENTION / REGULATION REFERENCE:			
GIVE DETAILS WITH TECHNICAL JUSTIFICATION FOR THE ACCEPTANCE OF AN EQUIVALENT ARRANGEMENT OR GRANTING OF AN EXEMPTION:			
LIST OF SUPPORTING PLANS / DOCUMENTS / CALCULATIONS INCLUDED IN THIS APPLICATION:			

DETAILS OF PERSON SUBMITTING APPLICATION:	
NAME AND POSITION / TITLE:	
DATE:	
<p>I HEREBY SUBMIT THIS APPLICATION FOR THE ACCEPTANCE OF AN EQUIVALENT ARRANGEMENT / EXEMPTION. RECOGNISING THAT THIS FORM IS REQUIRED TO BE CARRIED ONBOARD THE VESSEL FOR FUTURE REFERENCE DURING INSPECTIONS/SURVEYS, I CONFIRM THAT THE SHIPYARD / DESIGNERS AS APPLICABLE WILL BE RESPONSIBLE FOR ENSURING THAT THE COMPLETED FORM IS PROVIDED TO THE OWNERS REPRESENTATIVES.</p> <p>SIGNATURE:</p>	

SECTION 2 – TO BE COMPLETED BY THE CLASS & CISR ATTENDING SURVEYORS:	
A. RECOMMENDATION(S) OF CLASS SURVEYOR SUPPORTING APPLICATION (WHERE DELEGATED OTHERWISE ENTER 'N/A'):	
CLASS SURVEYOR SUPPORTING APPLICATION:	OFFICIAL STAMP & SIGNATURE
NAME:	
OFFICE:	
DATE:	

B. RECOMMENDATION(S) OF CISR SURVEYOR SUPPORTING APPLICATION:	
CISR SURVEYOR SUPPORTING APPLICATION:	OFFICIAL STAMP & SIGNATURE
NAME:	
OFFICE:	
DATE:	

SECTION 3 – TO BE COMPLETED BY CISR OFFICE (NOT VALID WITHOUT OFFICIAL STAMP AND SIGNATURE):		
CONDITIONS OF APPROVAL:	VALID UNTIL:	
1. Acceptance of this arrangement by the CISR does not guarantee acceptance by any other Administration or Authority  2. A copy of this form together with any supporting Technical Documentation is to be retained onboard the vessel at all times  3.	NAME:	OFFICIAL STAMP & SIGNATURE
	OFFICE:	
	DATE:	
ELIGIBILITY OF ADMINISTRATION TO GRANT EXEMPTION (E.G. SOLAS I/4 OR REG YACHT CODE - PART A, 1.8 / PART B, 1.9):		
ASSOCIATED CERTIFICATE (E.G. LOAD LINE, SAFCON, IOPP, SEC, COCLY ETC.):		
EXEMPTION CERTIFICATE REQUIRED YES/NO:		



133 Elgin Avenue  
P.O Box 2256  
George Town  
Grand Cayman  
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1<sup>st</sup> Floor Vanbrugh House  
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## CAYMAN ISLANDS SHIPPING REGISTRY

### Acceptance of Equivalent Arrangement / Exemption Certificate Application Form

#### **Important Notes:**

- i. This Form 526 (O) is to be used for all applications, the acceptance of which results in additional operational implications. For applications, which **do not** result in such additional implications, a Form 526 should be used.
- ii. The Application Form is to be completed in all respects by the relevant Shipyard / Designer, Owners Representative / Manager / Master and Classification Society Surveyor (for any items concerning Statutory Compliance that are delegated to Class) prior to submission to the Cayman Islands Shipping Registry (CISR) for review and approval.
- iii. Each Application Form must be supported by the appropriate plans, documentation, calculations as appropriate and technical justification for the acceptance of an equivalent arrangement or the exemption being applied for.
- iv. In cases where a CISR fixed fee agreement is not in place, an hourly fee in accordance with the Cayman Islands Fees Regulations may be charged for each individual application regardless of whether approval is granted.
- v. The acceptance of an equivalent arrangement or the granting of an Exemption can only be agreed to when there are clear provisions within the appropriate Code, Convention or Regulation(s) to do so.

SECTION 1 – TO BE COMPLETED BY THE SHIPYARD / DESIGNER			
PROJECT IDENTIFIER:		TYPE OF SHIP:	
VESSEL NAME:		CERTIFICATION:	
IMO No:		RESTRICTIONS:	
NAME AND ADDRESS OF BUILDER/YARD :		DATE KEEL LAID:	
		GROSS TONNAGE:	
		CISR SURVEYOR:	
DETAILS OF EQUIVALENT ARRANGEMENT / EXEMPTION BEING APPLIED FOR:			
CODE / CONVENTION / REGULATION REFERENCE:			
GIVE DETAILS WITH TECHNICAL JUSTIFICATION FOR THE ACCEPTANCE OF AN EQUIVALENT ARRANGEMENT OR GRANTING OF AN EXEMPTION:			
LIST OF SUPPORTING PLANS / DOCUMENTS / CALCULATIONS INCLUDED IN THIS APPLICATION:			

DETAILS OF PERSON SUBMITTING APPLICATION:	
NAME AND POSITION / TITLE:	
DATE:	
SIGNATURE:	

SECTION 2 – TO BE COMPLETED BY THE OWNERS REPRESENTATIVE, CLASS & CISR ATTENDING SURVEYORS:	
A. OWNERS REPRESENTATIVE ACKNOWLEDGING THE APPLICATION:	
NAME:	
DATE:	
<p>ON BEHALF OF THE OWNER(s), I HEREBY ACKNOWLEDGE THAT THIS APPLICATION IS BEING MADE AND THAT THE ACCEPTANCE OF THIS EQUIVELANT ARRANGEMENT OR GRANTING OF AN EXEMPTION RESULTS IN THE FOLLOWING OPERATIONAL IMPLICATIONS / REQUIREMENTS (TO BE DISCUSSED AND AGREED WITH CLASS AND THE CISR AS APPLICABLE PRIOR TO COMPLETION)</p> <p>1,</p> <p>2.</p> <p>FURTHER, I NOTE THE CONDITIONS OF APPROVAL IN SECTION 3 OF THIS FORM</p> <p>SIGNATURE:</p>	

B. RECOMMENDATION(s) OF CLASS SURVEYOR SUPPORTING APPLICATION (WHERE DELEGATED OTHERWISE ENTER 'N/A'):		
CLASS SURVEYOR SUPPORTING APPLICATION:		OFFICIAL STAMP & SIGNATURE
NAME:		
OFFICE:		
DATE:		

C. RECOMMENDATION(S) OF CISR SURVEYOR SUPPORTING APPLICATION:		
CISR SURVEYOR SUPPORTING APPLICATION:		OFFICIAL STAMP & SIGNATURE
NAME:		
OFFICE:		
DATE:		

SECTION 3 – TO BE COMPLETED BY CISR OFFICE (NOT VALID WITHOUT OFFICIAL STAMP AND SIGNATURE)		
CONDITIONS OF APPROVAL:	VALID UNTIL:	
1. Acceptance of this arrangement by the CISR does not guarantee acceptance by any other Administration or Authority  2. A copy of this form together with any supporting Technical Documentation is to be retained onboard the vessel at all times  3.	NAME:	OFFICIAL STAMP & SIGNATURE
	OFFICE:	
	DATE:	
ELEGIBILITY OF ADMINISTRATION TO GRANT EXEMPTION (E.G. SOLAS I/4 OR REG YACHT CODE - PART A, 1.8 / PART B, 1.9):		
ASSOCIATED CERTIFICATE (E.G. LOAD LINE, SAFCON, IOPP, SEC, COCLY ETC.):		
EXEMPTION CERTIFICATE REQUIRED YES/NO:		

	Yacht Code Reference	CISR		Class		Comments
		Plan	Survey	Plan	Survey	
4	Construction and Strength	-	o	•	•	
5	Weathertight Integrity	-	o	•	•	
6	Water Freeing Arrangements	-	o	•	•	
7	Machinery	-	o	•	•	
8	Electrical Installations	-	o	•	•	
9	Steering Gear	-	o	•	•	
10	Bilge Pumping	-	o	•	•	
11	Stability*	-	-	•	•	
12	Freeboard	-	o	•	•	
13	Lifesaving Appliances	See Comments	o	• <sup>1</sup>	• <sup>1</sup>	<a href="#">Life Saving Appliances, Liferaft and Rescue Boat(s) Arrangement Plans</a> to be approved by the CISR. Provision and location of LSA (including signage) in accordance with the CISR approved plans to be verified by Class <sup>2</sup>
14	Fire Safety	See Comments	o	•	•	Only <a href="#">the Fire Control Plan</a> and <a href="#">Means of Escape Plan</a> are to be approved by the CISR. Provision and location of FFA (including signage) in accordance with the CISR approved plans to be verified by Class <sup>2</sup>
15	Fire Appliances	See Comments	o	•	•	
16	Radio	See Comments	TBC	TBC	TBC	Responsibility for Plan Approval and Survey to be agreed and stated in minutes of initial meeting. Approved Service Suppliers to be utilised
17	Navigational Lights, Shapes and Sound Signals	See Comments	•	-	-	<a href="#">Navigation Lights Plan</a> to be approved by the CISR
18	Navigational Equipment	-	o	•	•	
18.6	Visibility from Wheelhouse	See Comments	•	-	-	<a href="#">Bridge Visibility Plan</a> to be approved by the CISR
19	Miscellaneous Equipment	-	•	-	-	
20	Anchors and Cables and Towing Arrangements	-	o	•	•	
21	Accommodation	See Comments	•	•	•	Only the <a href="#">Crew Accommodation Arrangement Plan</a> is to be approved by the CISR <sup>3</sup>
22	Protection of Personnel	See Comments	o	•	•	Details of Glass Bulwarks and Balustrades to be submitted to and approved by Class
23	Safety Management	See Comments	•	-	-	ISM Audits and Certification excluded from scope of New Build Contract

\*Special attention shall be paid to the prevention of progressive flooding between WT Compartments via domestic or other systems. Where necessary, a positive means of closure (i.e. remotely actuated gate, ball, butterfly, or automatic non-return type valves) shall be provided. Pressure Vacuum Valves are not acceptable.

	Yacht Code Reference	Plan	Survey	Plan	Survey	Comments
24	Manning, Certification and Hours of Work	-	•	-	-	See <a href="#">CISR Manning Policy Manual - Yachts Engaged in Trade</a> <sup>4</sup>
25	Helicopter Landing Areas	See Comments	o	•	•	Refer to separate <a href="#">Helideck Matrix</a> for details regarding the division of responsibilities between the Classification Society and the Aviation Inspection Body <sup>5</sup>
26	Operational Readiness, Maintenance, and Inspections	-	•	-	-	See Common Annex I
27	Medical Care and Carriage of Medical Stores	-	•	-	-	See Common Annex J & MCA MSN 1768 (M+F)
28	Ship-Shore Transfer of Personnel	See Comments	o	•	•	Only the <a href="#">Pilot Boarding Arrangement Plan</a> is to be approved by the CISR
31	International Ship and Port Facility Code	See Comments	•	-	-	Approval of Ship Security Plan, ISPS Audits and Certification excluded from scope of New Build Contract

O - General examination of all items.

• - Full responsibility for survey and approval

1- Approval and Installation of Lifting Appliances for Lifeboats, Liferafts and Rescue Boats as applicable (including attendance during all required post installation Load Testing) is delegated to the Classification Society. Load Test Reports to be endorsed upon completion. Copies to be provided to the CISR upon completion.

2- Copies of the Approved Fire Control and LSA Plans and corresponding Approval Letters will be provided by the CISR to Class for the purpose of the on-site verification.

3- The CISR is responsible for the review of the Crew Accommodation Arrangement Plan only. Reference is to be made to the CI Shipping Notice 03/2014 (as amended) entitled 'Maritime Labour Convention 2006 – Crew Accommodation on Cayman Islands Flagged Vessels' for details of the National requirements. The following items (as applicable) are delegated to the Classification Society from both a Plan Approval and Site Survey perspective. Confirmation that these items have been examined and found satisfactory are to be included in the Statement of Compliance issued to the CISR by Class:

- Lighting, Heating & Ventilation
- Food Preparation, Storage, Messing & Water Services
- Provision of Handholds and Grab Rails & Securing of heavy equipment
- Water & Sanitary Services
- Construction details included in Shipping Notice 03/2014 (as amended), a copy of which can be downloaded here: <https://www.cishipping.com/policy-advice/shipping-notice>

4- The CISR Manning Policy can be downloaded here: [www.cishipping.com/forms](http://www.cishipping.com/forms). The Manual should be consulted when developing the Crew Accommodation Arrangements. The provision of a Minimum Safe Manning Document (MSMD) and the review of operational matters relating to Manning, Schedules of Onboard Working Arrangements and Hours of Work and Rest are outside the scope of the New Build Contract.

5- In the event that the Owner chooses not to certify the Helideck, this item will be excluded from the scope of Certification. A clear statement to this effect will be included on the Statement / Certificate of Compliance.

**Plan Approval and Site Survey Responsibilities for items covered by the Common Annexes:**

The following Common Annexes (as applicable) are delegated to the Classification Society:

- |                                       |  |                                     |
|---------------------------------------|--|-------------------------------------|
| ➤ Annex A (Battery Systems)           | ➤ Annex F (Storage of Petrol)                            | ➤ Annex O (Protection of Personnel) |
| ➤ Annex B (Over Side Working Systems) | ➤ Annex H (HLA's – Refer to separate Matrix for details) |                                     |
| ➤ Annex D (Recreational Fire Systems) | ➤ Annex K (Ship-Shore Transfer) Reference K3 & K4*       |                                     |

\* Compliance of Submersible Craft with National Regulations (including the requirements for a Safety Management System) are to be dealt with by the CISR.

**General Notes:**

- Every vessel to which the REG Yacht Code applies shall comply with the relevant provisions of other applicable Conventions (as amended) and all applicable Guidelines and Recommendations published by the IMO. In the event that compliance with the aforementioned Guidelines cannot be achieved, the CISR Project Surveyor is to be consulted at the earliest possible opportunity.
- The Classification Society shall ensure that electronic copies of the following endorsed plans and other documentation associated with the Design Appraisal Process, as applicable, are sent to the attending Cayman Islands (CI) Surveyor as soon as they become available: -
  - [Weathertight Integrity Plan \(windows, doors, vents etc.\)](#)
  - [Stability Information Booklet](#)
  - [Damage Control Plan](#)
  - [Structural Fire Protection Plan, including booklet with details of construction](#)
  - [Ventilation System Plan \(fire protection aspects\)](#)
  - [Fire and Bilge System Plan](#)
  - [Fixed Fire-Extinguishing System Plans](#)
  - [Fixed Fire Detection System Plan](#)
  - [Public Address System Plan](#)
  - [Emergency Lighting System Plan](#)
  - [Navigation Equipment Plan](#)

## STATEMENTS AND CERTIFICATES TO BE ISSUED

Certification	Subject and Convention	Authority	Limits	<300GT Comments	300-399GT Comments	400-499GT Comments	≥500GT Comments
<b>Certificate of Compliance with the REG Yacht Code PtA &amp; Form Y</b>	REG Yacht Code (Part A)	CISR	≥24m	Statement of Compliance issued to the Shipyard by the CISR upon satisfactory completion of Surveys and receipt of a Statement of Compliance from Class for the delegated sections of the REG Yacht Code. The Classification Society is to complete a draft of the Form Y and submit to the CISR in word format for review. The Owners Representatives may subsequently apply to the CISR for a Full-Term Statement or Certificate of Compliance upon delivery**. A Short-Term certificate can be issued at delivery once the Preliminary Stability Information Booklet has been approved. A Full-Term certificate can be issued once Final Stability Information Booklet has been approved by Class			
<b>Exemptions &amp; Equivalent Arrangements</b>	-	CISR	≥24m	Shipyard → RO → Owner (if operational implications) → CISR			
<b>Cargo Ship Safety Equipment Certificate †</b>	Fire Appliances, Life Saving Appliances & Navigation Equipment SOLAS	Class CISR	≥500GT	N/A			Short-Term Certificate to be issued by Class for date of registration Full-Term Certificate to be issued by CISR**
<b>Safety Radio Certificate †</b>	Radio Equipment SOLAS	Class CISR	≥300GT	No statutory certificate required but radio survey to be completed	Short-Term Certificate to be issued by Class. Full-Term Certificate to be issued by CISR**		
<b>MARPOL*</b>	Annex I (oil)	Class CISR	≥400GT	Statement provided to the CISR		Short-Term Certificate to be issued by Class for date of registration Full-Term Certificate to be issued by CISR**	
<b>International Safety Management Certificate**</b>	ISM	CISR	≥500GT	N/A			Company to hold valid DOC issued by the CISR
<b>International Ship Security Certificate**</b>	ISPS	CISR	≥500GT	N/A			Ship Security Assessment (SSA) and Ship Security Plan (SSP) to be submitted to the CISR for approval
<b>Maritime Labour Convention Certificate**</b>	MLC	CISR	≥500GT	N/A			Pre-approval of SEAs and DMLC II by CISR required

† These certificates are to include the wording “This yacht is in compliance with the equivalent arrangements of the REG Yacht Code extended to the Cayman Islands by IMO GISIS reference number XQ46476 dated 20th November 2018”

\* SOPEP Manual to be submitted to and approved by the CISR. Class to deal with all other items

\*\* outside shipyard contract and issued on or after registration

**Note** - 'Short-Term' certificates should have not more than 5 months validity.

For any items not covered in the above tables, please refer to the appropriate Class Agreement; [CISN 05/2020](#) Appendix 1 'Cayman Islands RO delegation list' also refers

**AVIATION INSPECTION BODY (AIB) – RECOGNISED ORGANISATION (RO) RESPONSIBILITIES MATRIX FOR HELICOPTER LANDING AREAS**  
**APPLICABLE FOR NEW BUILD LARGE YACHTS (REG YACHT CODE - PART A) AND PASSENGER YACHTS (REG YACHT CODE - PART B)**



ITEM No.	SCOPE	Delegated Certifying Authority		NOTES
		RO	AIB	
1	Helideck Design and Arrangement - Risk Assessment		X	REG Code Annex H - H1 (3). The Operator is to be included in the Risk Assessment process
2	Helideck Design and Arrangement - Drawings		X	REG Code Annex H - H2 (3), H2 (9)
3	Helideck Structure (including any tie down points or other means of securing as applicable)	X		REG Code Annex H - H2 (4), H2 (5)
4	Helideck Access Points & Means of Escape		X	REG Code Annex H - H2 (8)
5	Helideck Fire-fighting appliances	X		REG Code Annex H - H2 (6)
6	Helideck Drainage Facilities	X		REG Code Annex H - H2 (7)
7	Hangar Structure	X		REG Code Annex H - H2 (1)
8	Hangar Facilities	X	X	REG Code Annex H – Items H4 (a), H4 (b) & H4(c) are delegated to the RO REG Code Annex H - Items H4 (d), H4 (e) & H4 (f) are delegated to the AIB
9	Helicopter Re-fuelling Design and Arrangement - Drawings		X	REG Code Annex H - H5; verification against industry standard and operational considerations
10	Helicopter Re-fuelling Facilities	X	X	REG Code Annex H - H5 (1) & H5 (5) are delegated to the AIB REG Code Annex H - H5 – Remaining items are delegated to the RO
11	Operations Manual and Fire-fighting service		X	REG Code Annex H - H3



**AVIATION INSPECTION BODY (AIB) – RECOGNISED ORGANISATION (RO) RESPONSIBILITIES MATRIX FOR HELICOPTER LANDING AREAS**  
**APPLICABLE FOR NEW BUILD LARGE YACHTS (REG YACHT CODE - PART A) AND PASSENGER YACHTS (REG YACHT CODE - PART B)**



**STATEMENTS AND CERTIFICATES TO BE ISSUED:**

CERTIFICATION	RO	AIB	NOTES
<b>RO Statement of Compliance (SoC) for Helicopter Facilities</b>	X		Covering items: 3,5,6,8,9 and 11. The Statement is to include full details of any limitations / operational restrictions associated with the approval process.
<b>Helicopter Landing Area Technical Certificate (HLATC)</b>		X	Issued by the AIB upon inspection, review and acceptance of the RO SoC for Helicopter Facilities and supporting documentation and the approval of items 1, 2, 4, 7 & 10. This Certificate is usually provided by the Builder.
<b>Helicopter Landing Area Certificate (HLAC)<sup>1</sup></b>		X	Issued by AIB upon final review of the Operations Manual and verification of crew qualifications and training. This Certificate is usually obtained by the Company following the delivery of the vessel.

<sup>1</sup>When applicable, the AIB is to ensure that at least one member of the Crew is trained in the handling of Aviation Fuel and the correct operation of the re-fuelling system prior to issuing the HLAC (H5 (6) (b) refers)

**Important Note Regarding Plans, Approval Letters / Documents and Certificates / Statement issued by the Classification Society and AIB**

The Classification Society and AIB shall ensure that electronic copies of all endorsed plans and other documentation associated with the Design Appraisal Process are sent to the attending Cayman Islands (CI) Surveyor as soon as they become available.



## COMBINED DECLARATION OF SURVEY OF A PASSENGER SHIP OR PASSENGER YACHT

### Part A – Recognized Organization (RO)

Ship Name	Official Number	IMO Number
Gross Tonnage	Keel Laid	Port of Registry
Date of Last Bottom Examination		
In dry dock	In water	
Date of Last Stability Checks		
Inclining	Lightweight Survey	

If a 5-yearly lightweight survey was due it is declared that the result was with the limits prescribed in SOLAS Ch II-1 Reg.5.5 or results outside the limits have been reported to CISR.

I declare that the following items required to be inspected for a Passenger Ship Renewal Survey\* were in satisfactory condition and sufficient for the service intended.

\*as per IMO Res. A.1140(31) – Survey Guidelines Under the Harmonised System of Survey and Certification (HSSC), 2019.

Area	IMO HSSC Ref.	Inspection (Completed or Partial†)
Hull, Machinery & Equipment	5.2.2**	

\*\*excluding items to be verified by CISR overleaf

†Items not inspected:

Area	IMO HSSC Ref.	Reason

Class Surveyor Name (s)	Signature (s)	Date

COMBINED DECLARATION OF SURVEY OF A PASSENGER SHIP OR PASSENGER YACHT

Part B – Cayman Islands Shipping Registry

I declare that I am satisfied that the items delegated to the RO have been verified by an appropriately authorised surveyor and confirm that the items listed below were in satisfactory condition and sufficient for the service intended.

Area	IMO HSSC Ref.	Inspection (Completed or N/A)
Documentation - Certification, Records, Plans, Publications and Instructions	5.2.1	
Watertight Doors	5.2.2.9 -14	
Bow Doors	5.2.2.24	
Ro-Ro Special Requirements	5.2.2.25	
Emergency Source of Power	5.2.2.59 – 60	
Emergency Lighting	5.2.2.61/62/112	
ADAs	5.2.2.65	
Fire Fighting	5.2.2.66-78	
Fire Protection	5.2.2.79-82	
Means of Escape Arrangements	5.2.2.83-85	
Fire Detection and Emergency Alarms	5.2.2.76/86-88	
Helicopter Facilities	5.2.2.90	
Safe Return to Port - Safe Areas	5.2.2.92	
Safety Centre	5.2.2.93	
Emergency Instructions/signage	5.2.2.94	
Life Saving Appliances	5.2.2.95 – 111	
Lights, Shapes and Sound Signals	5.2.2.113	
Navigation Equipment	5.2.2.114 – 118	
Pilot Ladder, Gangways	5.2.2.119/122	
Crew Accommodation	N/A	

Other


CISR Surveyor Name	Signature	Date

NB. To be signed after the RO Surveyor completes Part A



## INSTRUCTIONS FOR RECOGNIZED ORGANISATIONS (ROs)

### CHANGE OF NAME or CAYMAN PORT

#### YACHT

<b>Vessel Name (New)</b>		<b>Vessel Name (Old)</b>	
<b>Port of Registry (New)</b>		<b>Port of Registry (Old)</b>	
<b>IMO Number</b>		<b>CISR Official Number</b>	
<b>Gross Tonnage</b>		<b>No. of Persons</b>	

The following instructions are intended to ensure that vessel's documentation is in order following a 'Change of Name' or 'Change of Port' survey of a vessel already registered with CISR.

See FAL.2/Circ.131-MEPC.1/Circ.873-MS.1/Circ.1586 for '[List of Certificates and Documents Required to be Carried on Board Ships, 2017](#)' which will need to be amended, as applicable.

The attending RO Surveyor is to complete this form and return to the CISR office coordinating the Change or Name/Port.

## 1. General

RO to VERIFY		Appl.	N/A or Done
Carving and Marking Note		All	
RO to AMEND/RE-ISSUE and send copies to CISR		Appl.	N/A or Done
International Tonnage Certificate (ITC)		≥24m	
International Sewage Pollution Prevention Statement (ISPP)		≥400GT >15Pers	
International Air Pollution Prevention Certificate (IAPP)		≥400GT	
International Energy Efficiency Certificate (IEEC)		≥400GT	
International Anti-fouling System Statement (AFS)		≥400GT	
International Ballast Water Management Statement (IBWM)		≥400GT	
Inventory of Hazardous Materials Statement		≥500GT	
RO to ISSUE Short Term (1 month) and send copy to CISR		Appl.	N/A or Done
International Oil Pollution Prevention Certificate (IOPP)		≥400GT	
RO to REMIND Master to request:	Auth.	Appl.	N/A or Done
Certificate for Bunker Oil Pollution Insurance	CISR	≥1,000GT	
Certificate for Wreck Removal Insurance	CISR	≥300GT	
Ship Radio Station Licence <a href="https://www.ofreg.ky/ict/ship-radio">https://www.ofreg.ky/ict/ship-radio</a>	OfReg	All	

## 2. REG Yacht Code

RO to RE-ISSUE	Appl.	N/A or Done
Cargo Ship Safety Construction Certificate (SAFCON)	≥500GT	
International Load Line Certificate (ILLC)	All	
RO to VERIFY	Appl.	N/A or Done
RO to verify any changes to life saving appliances markings, AIS stored information, EPIRB registration	All	

## 3. Miscellaneous

RO to UPDATE	N/A or Done
RO to stamp changes to supporting statutory records or manuals amended for change of flag and provide a list (i.e. Stability Information Booklet, SEEMP, BWMP, GMP, SOPEP, IHS Statement of Compliance, Fuel Oil Consumption Reporting, ILLC Record of Conditions of Assignment, Fire Control Plan etc.)	

**Signed/Seal:**

**Name of RO Surveyor:**

**Date:**

TO BE COMPLETED BY CISR

**4. General**

<b>CISR to ISSUE</b>	<b>Appl.</b>	<b>N/A or Done</b>
International Oil Pollution Prevention Certificate (IOPP)	≥400GT	
Certificate for Bunker Oil Pollution Insurance	≥1,000GT	
Certificate for Wreck Removal Insurance	≥300GT	

**5. REG Yacht Code**

<b>CISR to VERIFY</b>	<b>Appl.</b>	<b>N/A or Done</b>
Long Range Identification Tracking (LRIT) Conformance Test Rpt	≥300GT	
SSAS live test	≥500GT	
<b>CISR to RE-ISSUE</b>	<b>Appl.</b>	<b>N/A or Done</b>
Cargo Ship Safety Equipment Certificate (SEC)	≥500GT	
Cargo Ship Safety Radio Certificate (SRC)	≥300GT	
REG Yacht Code Certificate (YCC)	All	
Maritime Labour Convention (MLC) Certificate	≥500GT	
Declaration MLC Part I (DMLC I)	≥500GT	
International Safety Management Certificate (SMC)	≥500GT	
International Ship Security Certificate (ISSC)	≥500GT	
Continuous Synopsis Record (CSR)	≥500GT	
Minimum Safe Manning Document (MSMD)	All	

**Signed/Seal:**

**Name of CISR Surveyor:**

**Date:**



## INSTRUCTIONS TO RECOGNIZED ORGANIZATIONS (ROs)

### CHANGE OF FLAG - MERCHANT SHIP

<b>Name of Ship</b>		<b>Date of Survey</b>	
<b>IMO Number</b>		<b>Place of Survey</b>	
<b>CISR Official Number</b>		<b>CISR Port of Registry</b>	
<b>Gross Tonnage</b>		<b>Deadweight</b>	
<b>Type of Ship</b>		<b>Keel Laid</b>	

The following instructions are intended to ensure that ship's documentation is in order following a 'Change of Flag' survey of a merchant ship transferring into the Cayman Islands Shipping Registry (CISR).

IACS PR 28 '[Procedure for Change of Flag](#)', as amended, is recognised by CISR.

See FAL.2/Circ.131-MEPC.1/Circ.873-MS.1/Circ.1586 for '[List of Certificates and Documents Required to be Carried on Board Ships, 2017](#)' which will need to be amended, as applicable.

Interim ISM, ISPS and MLC audits and inspections may be carried out by the RO without formal authorisation for vessels that CISR has confirmed will be accepted on the Enhanced Delegation Scheme (known to Shipowners as the CISR Flag State Compliance (FSC) scheme). However, this does not preclude CISR from conducting the interim audits or inspections at the request of the Shipowner or when deemed appropriate by CISR.

The attending RO Surveyor is to complete this form and return to the CISR office coordinating the Change of Flag survey.

Prior to receiving these instructions, the RO should have verified the following: -

- that the vessel complies with CISR's national requirements
- that exemptions/equivalents arrangement of the losing Flag is acceptable to CISR
- that the 'Certificate of Survey' (ship particulars) is acceptable to CISR

---

I hereby confirm that I have followed the instructions, as detailed per overleaf.

**Signed/Seal:**

**Name of RO Surveyor:**

**Date:**

## 1. GENERAL

RO to VERIFY	Y/N/NA
Carving and Marking Note	
Certificate of British Registry onboard	
Company ISM 3.1 Delegation Letter onboard (if applicable)	
Changes to life saving appliances markings, AIS stored information, EPIRB registration in progress	
LRIT Conformance Test with Service Provider in progress	
Ship Radio Station Licence with OfREG in progress <a href="https://www.ofreg.ky/ict/ship-radio">https://www.ofreg.ky/ict/ship-radio</a>	
SSAS Live test in progress	
Cayman Islands 'Law and Procedures Manual' available onboard	
Cayman Islands National Legislation (Laws and Regulations) available onboard	
Cayman Islands (or UK MCA) Official Log Book onboard	
CISR email confirmation onboard that Ship Security Plan (SSP) and Ship Security Assessment (SSA) has been submitted for approval	
CISR approved Seafarer Employment Agreement (SEA) or Collective Bargaining Agreement (CBA) onboard	
CISR approved DMLC II onboard	

## 2. MANNING

RO to CONFIRM the following in progress:	Y/N/NA
Cayman Islands Endorsements for Officers' Certificates of Competency	

## 3. RO ISSUED SHIP CERTIFICATION

RO to RE-ISSUE all Statutory Certification	Y/N/NA
Copies of certification re-issued on behalf of CISR to be emailed to CISR or confirmed to CISR as available on RO portal	

## 4. CISR ISSUED SHIP CERTIFICATION

RO to CONFIRM the following in progress:	Y/N/NA
Minimum Safe Manning Document (MSMD) application	
Certificate for Bunker Oil Pollution Insurance	
Certificate for Wreck Removal Insurance	
Certificate of Insurance for Oil Pollution Damage (if applicable)	
Continuous Synopsis Record	

## 5. OTHER SHIP DOCUMENTATION

RO to UPDATE	Y/N/NA
Class to stamp changes to supporting statutory records or manuals amended for change of flag and provide a list (i.e. Stability Information Booklet, SEEMP, BWMP, GMP, SOPEP/SMPEP, IHS Statement of Compliance, Fuel Oil Consumption Reporting, ILLC Record of Conditions of Assignment, Fire Control Plan etc.)	





## INSTRUCTIONS FOR RECOGNIZED ORGANISATIONS (ROs)

### CHANGE OF FLAG

#### LARGE PLEASURE YACHT NOT ENGAGE IN TRADE

<b>Name of Yacht</b>		<b>Date of Survey</b>	
<b>IMO Number</b>		<b>Place of Survey</b>	
<b>CISR Official Number</b>		<b>CISR Port of Registry</b>	
<b>Gross Tonnage</b>		<b>No. of Persons carried</b>	

The following instructions are intended to ensure that yacht's documentation is in order following a 'Change of Flag' survey of a large pleasure yacht not engaged in trade transferring into the Cayman Islands Shipping Registry (CISR).

The scope of the surveys is as per the overarching RO agreement and supporting CISR publication '[Instructions to Recognized Organizations \(ROs\) and their Surveyors](#)'.

See FAL.2/Circ.131-MEPC.1/Circ.873-MSC.1/Circ.1586 for '[List of Certificates and Documents Required to be Carried on Board Ships, 2017](#)' which will need to be amended, as applicable.

The attending RO Surveyor is to complete this form and return to the CISR office coordinating the Change of Flag survey.

Prior to receiving these instructions CISR will have undertaken the following: -

- Statutory Certificates, exemptions/equivalents arrangement of the losing Flag reviewed and accepted
- The 'Certificate of Survey' (yacht particulars) reviewed and accepted

## 1. General

RO to VERIFY		Appl.	N/A or Done
Carving and Marking Note		All	
Certificate of British Registry onboard		All	
Owner's Declaration on Anti-fouling System Declaration (AFS)		≥24m <400GT	
Engine EIAPP Certificates		>130kW	
RO to RE-ISSUE and send copies to CISR		Appl.	N/A or Done
International Tonnage Certificate (ITC)		≥24m	
International Oil Pollution Prevention Certificate (IOPP) – <i>short term 5 months*</i>		≥400GT	
International Sewage Pollution Prevention Statement (ISPP)		≥400GT >15Pers	
International Air Pollution Prevention Certificate (IAPP)		≥400GT	
International Energy Efficiency Certificate (IEEC)		≥400GT	
International Anti-fouling System Statement (AFS)		≥400GT	
International Ballast Water Management Statement (IBWM)		≥400GT	
Inventory of Hazardous Materials Statement		≥500GT	
RO to REMIND Master to request:	Auth.	Appl.	N/A or Done
*Approval of SOPEP	CISR	≥400GT	
Certificate for Bunker Oil Pollution Insurance	CISR	≥1,000GT	
Certificate for Wreck Removal Insurance	CISR	≥300GT	
Ship Radio Station Licence <a href="https://www.ofreg.ky/ict/ship-radio">https://www.ofreg.ky/ict/ship-radio</a>	OfReg	All	

## 3. Miscellaneous

RO to UPDATE	N/A or Done
RO to stamp changes to supporting statutory records or manuals amended for change of flag (i.e. SEEMP, BWMP, GMP, SOPEP etc.)	

**Signed/Seal:**

**Name of RO Surveyor:**

**Date:**

TO BE COMPLETED BY CISR

**4. General**

<b>CISR to ISSUE</b>	<b>Appl.</b>	<b>N/A or Done</b>
International Oil Pollution Prevention Certificate (IOPP)	≥400GT	
Certificate for Bunker Oil Pollution Insurance	≥1,000GT	
Certificate for Wreck Removal Insurance	≥300GT	
SOPEP approved	≥400GT	

**Signed/Seal:**

**Name of CISR Surveyor:**

**Date:**



## INSTRUCTIONS FOR RECOGNIZED ORGANISATIONS (ROs)

### CHANGE OF FLAG

#### RED ENSIGN GROUP (REG) CODED YACHT

<b>Name of Yacht</b>		<b>Date of Survey</b>	
<b>IMO Number</b>		<b>Place of Survey</b>	
<b>CISR Official Number</b>		<b>CISR Port of Registry</b>	
<b>Gross Tonnage</b>		<b>No. of Persons</b>	

The following instructions are intended to ensure that yacht's documentation is in order following a 'Change of Flag' survey of a REG Coded yacht transferring into the Cayman Islands Shipping Registry (CISR).

A 'REG Coded Yacht' means a yacht certified as compliant with the REG Yacht Code and registered with one of the following members of REG: UK, Isle of Man, Gibraltar, Bermuda or the British Virgin Islands.

The scope of the surveys is as per the overarching RO agreement and supporting CISR publication '[Technical Instructions to ROs and their Surveyors](#)'. As all REG ships are British Ships and the UK is the REG signatory to the IMO conventions, the transfer between members is effectively a 'change of port' rather than 'change of flag'.

See FAL.2/Circ.131-MEPC.1/Circ.873-MSC.1/Circ.1586 for '[List of Certificates and Documents Required to be Carried on Board Ships, 2017](#)' which will need to be amended, as applicable.

The attending RO Surveyor is to complete this form and return to the CISR office coordinating the Change of Flag survey.

Prior to receiving these instructions CISR will have undertaken the following: -

- Statutory Certificates, exemptions/equivalents arrangement of the losing REG Flag have been reviewed and accepted

## 1. General

RO to VERIFY		Appl.	N/A or Done
Carving and Marking Note		All	
Certificate of British Registry onboard		All	
Owner's Declaration on Anti-fouling System Declaration (AFS)		≥24m or <400GT	
Engine EIAPP Certificates		>130kW	
RO to RE-ISSUE and send copies to CISR		Appl.	N/A or Done
International Tonnage Certificate (ITC)		≥24m	
International Oil Pollution Prevention Certificate (IOPP) – <i>short term 5 months</i>		≥400GT	
International Sewage Pollution Prevention Statement (ISPP), incl. untreated sewage discharge rate calc.		≥400GT >15Pers	
International Air Pollution Prevention Certificate (IAPP)		≥400GT	
International Energy Efficiency Certificate (IEEC)		≥400GT	
International Anti-fouling System Statement (AFS)		≥400GT	
International Ballast Water Management Statement (IBWM)		≥400GT	
Inventory of Hazardous Materials Statement		≥500GT	
RO to REMIND Master to request:	Auth.	Appl.	N/A or Done
Certificate for Bunker Oil Pollution Insurance	CISR	≥1,000GT	
Certificate for Wreck Removal Insurance	CISR	≥300GT	
Update Continuous Synopsis Record – Form 2	CISR	≥500GT	
Ship Radio Station Licence <a href="https://www.ofreg.ky/ict/ship-radio">https://www.ofreg.ky/ict/ship-radio</a>	OfReg	All	

## 2. REG Yacht Code

RO to RE-ISSUE	Appl.	N/A or Done
Cargo Ship Safety Construction Certificate (SAFCON)	≥500GT	
International Load Line Certificate (ILLC)	≥24m	
RO to VERIFY	Appl.	N/A or Done
Class to verify any changes to life saving appliances markings, AIS stored information, EPIRB registration	All	

## 3. Miscellaneous

RO to UPDATE	N/A or Done
RO to stamp changes to supporting statutory records or manuals amended for change of flag and provide a list (i.e. Stability Information Booklet, SEEMP, BWMP, GMP, SOPEP, IHS Statement of Compliance, Fuel Oil Consumption Reporting, ILLC Record of Conditions of Assignment, Fire Control Plan etc.)	

**Signed/Seal:**

**Name of Class Surveyor:**

**Date:**

TO BE COMPLETED BY CISR

**4. General**

<b>CISR to ISSUE</b>	<b>Appl.</b>	<b>N/A or Done</b>
International Oil Pollution Prevention Certificate (IOPP)	≥400GT	
Certificate for Bunker Oil Pollution Insurance	≥1,000GT	
Certificate for Wreck Removal Insurance	≥300GT	

**5. REG Yacht Code**

<b>CISR to VERIFY/APPROVE</b>	<b>Appl.</b>	<b>N/A or Done</b>
Safety Management (ISM) Delegation Letter	All	
Maritime Labour Convention (MLC) Delegation Letter	All	
Long Range Identification Tracking (LRIT) Conformance Test Report	≥24m <400GT	
SSP and SSA approval submission	≥500GT	
SSAS live test	≥500GT	
CSR changes	≥500GT	
DMLC II and SEA approval	All	
MSMD application	All	
<b>CISR to RE-ISSUE</b>	<b>Appl.</b>	<b>N/A or Done</b>
Cargo Ship Safety Equipment Certificate (SEC)	≥500GT	
Cargo Ship Safety Radio Certificate (SRC)	≥24m	
REG Yacht Code Certificate (YCC)	≥24m	
Maritime Labour Convention (MLC) Certificate	≥500GT	
Declaration MLC Part I (DMLC I)	≥500GT	
International Safety Management Certificate (SMC)	≥500GT	
International Ship Security Certificate (ISSC)	≥500GT	
Continuous Synopsis Record (CSR)	≥500GT	
Minimum Safe Manning Document (MSMD)	All	

**Signed/Seal:**

**Name of CISR Surveyor:**

**Date:**

**CISR - RO Delegation Matrix for Newbuild Passenger Yachts (REG Yacht Code – Part B)**



	Yacht Code Reference	CISR		RO		Comments
		Plan	Survey	Plan	Survey	
3	Load Lines	-	o	•	•	RO comments on the <a href="#">Weathertight Integrity Plan</a> to be presented to CISR for review before being released to the client
4	Construction, Subdivision and Stability	-	o	•	•	RO comments on the <a href="#">Damage Control Plan</a> to be presented to CISR for review before being released to the client
5	Machinery and Electrical Installations and Unattended Machinery Spaces	-	o	•	•	
6	Fire Protection, Detection and Extinction	See Comments	o	•	•	RO comments on the <a href="#">Structural Fire Protection Plan</a> , <a href="#">Fire Load Calculations</a> , <a href="#">Fire Control Plan</a> and <a href="#">Escape Plan and Calculations</a> and <a href="#">Low Location Lighting Plan</a> to be presented to CISR for review before being released to the client
7	Life-saving Appliances and Arrangements	See Comments	o	•	•	RO comments on the <a href="#">Life Saving Appliances Plan</a> to be presented to CISR for review before being released to the client
8.1	Radiocommunications	See Comments	o	•	•	RO comments on the <a href="#">Antenna Arrangement Plan</a> , <a href="#">Equipment Layout Plan</a> and <a href="#">Wiring Diagram</a> to be presented to CISR for review before being released to the client
8.2	Safety of Navigation	See Comments	o	•	•	RO comments on the <a href="#">Navigation Lights Plan</a> , <a href="#">Navigation Equipment Plan</a> and <a href="#">Bridge Visibility Plan</a> to be presented to CISR for review before being released to the client
8.3	International Safety Management	See Comments	N/A	-	-	ISM Audits and Certification excluded from scope of New Build Contract
8.4	International Security	See Comments	N/A	-	-	Approval of Ship Security Plan, ISPS Audits and Certification excluded from scope of New Build Contract
8.5	Maritime Safety	See Comments	o	-	-	Continuous Synopsis Records and LRIT Conformance Test Reports excluded from scope of New Build Contract. IMO number to be marked.
9	Accommodation and Recreational Facilities – Design and Construction	See Comments	o	•	•	RO comments on the <a href="#">Crew Accommodation Plan</a> to be presented to CISR for review before being released to the client. <sup>1</sup>
10	Requirements for Vessels Carrying More than 120 Persons	-	o	•	•	
11	Requirements for Sailing Vessels	-	o	•	•	
12	Protection of Personnel	-	o	•	•	Common Annex B and O
13	Ship-shore Transfer of Personnel	-	o	•	•	Common Annex K
14	Manning, Certification and Hours of Work	See Comments	N/A	-	-	See <a href="#">CISR Manning Policy Manual - Yachts Engaged in Trade</a> <sup>2</sup>

15	Helicopter Landing Areas	See Comments	o	•	•	Refer to separate <a href="#">Helideck Matrix</a> for details regarding the division of responsibilities between the Classification Society and the Aviation Inspection Body <sup>3</sup>
16	Operational Readiness, Maintenance, and Inspections	See Comments	o	-	•	Common Annex I
17	Medical Care and Carriage of Medical Stores	See Comments	o	-	•	See Common Annex J & MCA MSN 1768 (M+F)

o - General examination of all items.

• - Full responsibility for survey and approval

1- Reference is to be made to the CI Shipping Notice 03/2014 (as amended) entitled 'Maritime Labour Convention 2006 – Crew Accommodation on Cayman Islands Flagged Vessels' for details of the National requirements. The RO plan approval and survey is to cover all domestic services and facilities

2- The CISR Manning Policy can be downloaded here: [www.cishipping.com/forms](http://www.cishipping.com/forms). The Manual should be consulted when developing the Crew Accommodation Arrangements. The provision of a Minimum Safe Manning Document (MSMD) and the review of operational matters relating to Manning, Schedules of Onboard Working Arrangements and Hours of Work and Rest are outside the scope of the New Build Contract.

3- In the event that the Owner chooses not to certify the Helideck, this item will be excluded from the scope of Certification. A clear statement to this effect will be included on the Statement / Certificate of Compliance.

#### Plan Approval and Site Survey Responsibilities for items covered by the Common Annexes:

The following Common Annexes (as applicable) are delegated to the Classification Society:

- |                                       |  |                                     |
|---------------------------------------|--|-------------------------------------|
| ➤ Annex A (Battery Systems)           | ➤ Annex F (Storage of Petrol)                            | ➤ Annex O (Protection of Personnel) |
| ➤ Annex B (Over Side Working Systems) | ➤ Annex H (HLA's – Refer to separate Matrix for details) |                                     |
| ➤ Annex D (Recreational Fire Systems) | ➤ Annex K (Ship-Shore Transfer), except K4*              |                                     |

\* Compliance of Submersible Craft with National Regulations (including the requirements for a Safety Management System) are to be dealt with by the CISR.

#### General Notes:

- Every vessel to which the REG Yacht Code applies shall comply with the relevant provisions of other applicable Conventions (as amended) and all applicable Guidelines and Recommendations published by the IMO. In the event that compliance with the aforementioned Guidelines cannot be achieved, the CISR Project Surveyor is to be consulted at the earliest possible opportunity.



### STATEMENTS AND CERTIFICATES

Certification	Subject and Convention	Authority	Comments
<b>Statement of Compliance with the REG Yacht Code B</b>	REG Yacht Code (Part B)	RO/CISR	Joint Statement of Compliance issued to the Shipyard if the vessel is not registered on delivery or changes flag on delivery
<b>Passenger Ship Safety Certificate †</b>	Construction & Fire Protection SOLAS	RO	Short Term Certificate to be issued Class for date of registration
		CISR	Full-Term Certificate to be issued by CISR once final Stability Information Booklet has been approved
<b>Exemptions &amp; Equivalent Arrangements</b>	-	CISR	Shipyard → Owner → RO → CISR
<b>MARPOL</b>	Annex I (oil)	RO*	Short-Term Certificate to be issued by Class for date or registration
		CISR	Full-Term Certificate to be issued by CISR
<b>International Safety Management Certificate</b>	ISM	CISR	Company to hold valid DOC issued by the CISR
<b>International Ship Security Certificate</b>	ISPS	CISR	Ship Security Assessment (SSA) and Ship Security Plan (SSP) to be submitted to the CISR for approval
<b>Maritime Labour Convention Certificate</b>	MLC 2006	CISR	Pre-approval of SEAs and DMLC II by CISR required

† These certificates are to include the wording “This yacht is in compliance with the equivalent arrangements of the REG Yacht Code extended to the Cayman Islands by IMO GISIS reference number XQ46476 dated 20th November 2018”

\*\* outside shipyard contract and issued on or after registration

\* SOPEP Manual to be submitted to and approved by the CISR. Class to deal with all other items

**Note** - 'Short-Term' certificates should have not more than 5 months validity.

For any items not covered in the above tables, please refer to the appropriate Class Agreement; [CISN 05/2020](#) Appendix 1 ‘Cayman Islands RO delegation list’ also refers