



TECHNICAL INSTRUCTIVE
Statutory Certification and Services of the ship
Surveys and Certificates
Under the Harmonized System of Survey and Certification (HSSC)

Code: PO02-T110
Version: 02
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1. Objectives.

- .1 This Instructive is intended to:
 - .1 Establish the types of survey and Certificates to provide the Statutory Certification and Services of the ship under the Harmonized System of Survey and Certification (HSSC).
 - .2 Provide guidelines and requirements for completion of the surveys and issuance of the required Certificates, as appropriate.

2. Application.

- .1 This Instructive covers the types of survey and Certificates required in the HSSC in the following instruments:
 - .1 International Convention for the Safety of Life at Sea, 1974 (1974 SOLAS Convention, or SOLAS 74), as modified by the Protocol of 1988 relating thereto, as amended (SOLAS 74/88);
 - .2 International Convention on Load Lines, 1966 (1966 LL Convention, or LLC 66), as modified by the Protocol of 1988 relating thereto, as amended (LLC 66/88);
 - .3 International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 relating thereto, and as further amended by the Protocol of 1997, as amended (MARPOL);
 - .4 International Convention for the Control and Management of Ships' Ballast Water and Sediments, 2004, as amended (BWM Convention));
 - .5 International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk, as amended (IBC Code);
 - .6 International Code for the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk, as amended (IGC Code);
 - .7 Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk, as amended (BCH Code); and
 - .8 International Code for Ships Operating in Polar Waters (Polar Code).
- .2 This Instructive does not apply to the ISM Code, ISPS Code, MLC 2006, and ITC-1969 certification.
- .3 This Instructive shall enter into force forthwith.

3. Scope.

- .1 The Instructive must be used by the Marine Division and Surveyors to provide the Statutory Certification and Services of the ship under the HSSC, including:
 - .1 Issuance of Conditional and Exemption Certificates;
 - .2 Completion of surveys and issuance of Certificates;
 - .3 Survey of Radio Installation;
 - .4 Survey of the Automatic Identification System (AIS);
 - .5 Revalidation of Certificates; and
 - .6 Measures for reducing the ship's risk of detention during surveys.



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4. Relevant documentation.

- .1 The following documentation is relevant for the control of this Instructive.
 - .1 IMO Resolution A.1140(31)-Survey Guidelines under the Harmonized System of Survey and Certification (HSSC), 2019.
 - .2 PMA Merchant Marine Circular MMC-156 (May 2020).
 - .3 ICS Class PO02-P05-Procedure for Port State Control and Flag State Inspection.
 - .4 IACS No.98-Duties of Surveyors under Statutory Conventions and Codes.
- .2 Under permission granted by IACS Procedure, Volume 1: General Procedures, D3.6, Term and Conditions for use the IACS Resolutions, URs, CSR and Technical Information, by the Classification Societies which are not members of IACS, the IACS No.98 has been used in this Instructive as reference for providing technical definitions and requirements.

5. Terms used in the Survey requirements.

- .1 **Examining:** except where used in "examining the plans" or "examining the design", should be understood as an examination, using appropriate techniques, of the components, system or appliance in question for satisfactory provision, arrangement and condition and for any signs of defects, deterioration or damage. The extent of this examination shall be adapted by the surveyor considering the type of survey performed (e.g. initial, annual, renewal) and the actual maintenance condition of the ship and its equipment.
- .2 **Testing:** should be understood as a functional test of the system or appliance in question, to confirm its satisfactory operation and performance for its intended use.
- .3 **Related items:** mean those items which may only be inspected when the ship is in dry dock or undergoing an in-water examination of the outside of its bottom. For oil tankers, chemical tankers and gas carriers, this may mean that the ship has to be specially prepared by, for example, being cleaned and gas freed.
- .4 **Short voyage:** means a voyage where neither the distance from the port in which the voyage begins to the final port of destination nor the return voyage exceeds 1,000 miles.
- .5 **Any five-year period:** it is the five-year period of validity of the Cargo Ship Safety Construction Certificate or the Cargo Ship Safety Certificate.
- .6 **Anniversary date:** means the day and month of each year that corresponds to the date of expiry of the relevant document or Certificate.
- .7 **Minor deficiency/defect:** It is an observed situation which does not prevent the ship from proceeding to sea as it is not considered to pose a danger to the ship, the environment or persons on board within the timeframe given for its rectification.
- .8 **Detainable deficiency/defect:** deficiency which is considered to endanger the people onboard, the stability or integrity of the ship, the cargo or is likely to cause pollution.
- .9 **Statutory Condition:** requirements to the effect that specific measures, repairs, surveys are to be carried out within a specific time limit in order to retain statutory certification.
- .10 **Condition(s) of Class:** requirements to the effect that specific measures, repairs, surveys are to be carried out within a specific time limit in order to retain Classification.



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6. General.

- .1 As reference, a diagrammatic arrangement of the HSSC is given in Appendix 2 of IMO Resolution A.1140(31)- Survey Guidelines under HSSC, 2019.
- .2 The HSSC provides for:
 - .1 A one-year standard interval between surveys, based on Initial, Annual, Intermediate, Periodical and Renewal Surveys, as appropriate, except for MARPOL Annex IV, which is based on Initial and Renewal Surveys;
 - .2 A scheme providing the necessary flexibility to execute each survey, with provision for:
 - .1 completion of the Renewal Survey within three months before the expiry date of the existing Certificate with no loss of its period of validity; and
 - .2 a "time window" of six months—from three months before to three months after the anniversary date of the Certificate for Annual, Intermediate and Periodical Surveys;
 - .3 A maximum period of validity of five years for all cargo ship Certificates;
 - .4 A maximum period of validity of 12 months for the Passenger Ship Safety Certificate;
 - .5 A system for the extension of Certificates limited to three months, enabling a ship to complete its voyage, or one month for ships engaged on short voyages;
 - .6 When an extension has been granted, the period of validity of the new Certificate starting from the expiry date of the existing Certificate before its extension;
 - .7 A flexible system for inspection of the outside of the ship's bottom on the following conditions:
 - .1 a minimum of two inspections during any five-year period of validity of the Cargo Ship Safety Construction Certificate or the Cargo Ship Safety Certificate; and
 - .2 the interval between any two such inspections should not exceed 36 months;
 - .8 A Cargo Ship Safety Certificate under SOLAS 74/88, as an alternative to separate Cargo Ship Safety Construction, Cargo Ship Safety Equipment and Cargo Ship Safety Radio Certificates; and
 - .9 The extension provisions have been reduced from five months to three months to enable a ship to complete its voyage and the extension for one month for a period of grace is limited to ships engaged on short voyages.
- .3 The types of survey used in the HSSC are the following:
 - .1 Initial Survey;
 - .2 Annual Survey;
 - .3 Intermediate Survey;
 - .4 Periodical Survey;
 - .5 Renewal Survey;
 - .6 Inspection of the outside of the ship's bottom (Dry-Dock Survey); and
 - .7 Additional Survey.
- .4 The Certificates required in the HSSC are the following (some depend of type of ship):
 - .1 Passenger Ship Safety Certificate;
 - .2 International Load Lines Certificate;
 - .3 Cargo Ship Safety Construction Certificate;
 - .4 Cargo Ship Safety Equipment Certificate;



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- .5 Cargo Ship Safety Radio Certificate;
- .6 International Oil Pollution Prevention Certificate;
- .7 International Pollution Prevention Certificate for Carriage of Noxious Liquid Substances in Bulk;
- .8 International Sewage Pollution Prevention Certificate;
- .9 International Air Pollution Prevention Certificate;
- .10 International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk or the Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk;
- .11 International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk;
- .12 International Ballast Water Management Certificate; and
- .13 Polar Ship Certificate.

7. Types of Survey.

- .1 The types of survey used in the HSSC are as follows:
 - .1 **Initial Survey (I):** It is a complete inspection before a ship is put into service of all the items relating to a particular Certificate, to ensure that the relevant requirements are complied with and that these items are satisfactory for the service for which the ship is intended.
 - .2 **Annual Survey (A):** It is a general inspection of the items relating to the particular Certificate to ensure that they have been maintained and remain satisfactory for the service for which the ship is intended.
 - .3 **Intermediate Survey (In):** It is an inspection of specified items relevant to the particular Certificate to ensure that they are in a satisfactory condition and fit for the service for which the ship is intended.
 - .4 **Periodical Survey (P):** It is an inspection of the items relating to the particular certificate to ensure that they are in a satisfactory condition and fit for the service for which the ship is intended.
 - .5 **Renewal Survey (R):** It is the same as a Periodical Survey but also leads to the issue of a new Certificate.
 - .6 **Inspection of the outside of the ship's bottom (B):** It is an inspection of the underwater part of the ship and related items to ensure that they are in a satisfactory condition and fit for the service for which the ship is intended.
 - .7 **Additional Survey (Ad):** It is an inspection, either general or partial according to the circumstances, to be made after:
 - .1 a repair resulting from investigations or whenever any important repairs or renewals are made; or
 - .2 change, replacement, or significant repair of the structure, equipment, systems, fittings, arrangements and material (BWM Convention, Regulation E-1.1.5).



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8. Description of the types of survey.

.1 Initial Surveys.

- .1 The initial survey should be held before the ship is put in service, or when a new instrument applies to an existing ship, and the appropriate Certificate is issued for the first time.
- .2 The Initial Survey should include a complete inspection, with tests when necessary, of the structure, machinery and equipment to ensure that the requirements relevant to the particular certificate are complied with and that the structure, machinery and equipment are fit for the service for which the ship is intended.
- .3 The Initial Survey should consist of:
 - .1 an examination of the plans, diagrams, specifications, calculations and other technical documentation to verify that the structure, machinery and equipment comply with the requirements relevant to the particular Certificate;
 - .2 an inspection of the structure, machinery and equipment to ensure that the materials, scantlings, construction and arrangements, as appropriate, are in accordance with the approved plans, diagrams, specifications, calculations and other technical documentation and that the workmanship and installation are in all respects satisfactory; and
 - .3 a check that all the Certificates, record books, operating manuals and other instructions and documentation specified in the requirements relevant to the particular certificate have been placed on board the ship.
- .4 An application for an Initial Survey should be accompanied by the examination of plans and design required for each Certificate, as appropriate, together with:
 - .1 the particulars of the ship;
 - .2 any exemptions sought; and
 - .3 any special conditions.

.2 Annual Surveys.

- .1 The annual survey should be held within three months before or after each anniversary date of the Certificate.
- .2 An annual survey should enable to verify that the condition of the ship, its machinery and equipment is being maintained in accordance with the relevant requirements.
- .3 In general, the scope of the Annual Survey should be as follows:
 - .1 it should consist of a Certificate examination, a visual examination of a sufficient extent of the ship and its equipment, and certain tests to confirm that their condition is being properly maintained;
 - .2 it should also include a visual examination to confirm that no unapproved modifications have been made to the ship and its equipment;
 - .3 the content of each Annual Survey is given in the respective guidelines; the thoroughness and stringency of the survey should depend upon the condition of the ship and its equipment; and



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- .4 should any doubt arise as to the maintenance of the condition of the ship or its equipment, further examination and testing should be conducted as considered necessary.
 - .4 Where an Annual Survey has not been carried out within the due dates, reference should be made to Section 16-Revalidation of Certificate.
- .3 Intermediate Surveys.**
- .1 The Intermediate Survey should be held within three months before or after the second anniversary date or within three months before or after the third anniversary date of the appropriate Certificate and should take the place of one of the Annual Surveys.
 - .2 The Intermediate Survey should be an inspection of items relevant to the particular Certificate to ensure that they are in a satisfactory condition and are fit for the service for which the ship is intended.
 - .3 Where an Intermediate Survey has not been carried out within the due dates, reference should be made to Section 16-Revalidation of Certificate.
- .4 Periodical Surveys.**
- .1 The Periodical Survey should be held within three months before or after the second anniversary date or within three months before or after the third anniversary date in the case of the Cargo Ship Safety Equipment Certificate and should take the place of one of the Annual Surveys; in the case of the Cargo Ship Safety Radio Certificate, it should be held within three months before or after each anniversary date.
 - .2 The Periodical Survey should consist of an inspection, with tests when necessary, of the equipment to ensure that requirements relevant to the particular Certificate are complied with and that they are in a satisfactory condition and are fit for the service for which the ship is intended.
 - .3 The Periodical Survey should also consist of a check that all the Certificates, record books, operating manuals and other instructions and documentation specified in the requirements relevant to the particular Certificate are on board the ship.
 - .4 Where a Periodical Survey has not been carried out within the due dates, reference should be made to Section 16-Revalidation of Certificate.
- .5 Renewal Surveys.**
- .1 The Renewal Survey should be held before the appropriate Certificate is renewed.
 - .2 The Cargo Ship Safety Construction renewal survey may be commenced at the fourth annual survey and may be progressed during the succeeding year with a view to completion by the fifth anniversary date. The survey items of the fourth Annual Survey should not be credited to the completion of the Renewal Survey.
 - .3 The Renewal Survey should consist of an inspection, with tests when necessary, of the structure, machinery and equipment to ensure that the requirements relevant to the particular Certificate are complied with and that they are in a satisfactory condition and are fit for the service for which the ship is intended.



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- .4 The Renewal Survey should also consist of a check that all the Certificates, record books, operating manuals and other instructions and documentation specified in the requirements relevant to the particular Certificate are on board the ship.
 - .5 Concurrent crediting to both intermediate and renewal safety construction surveys for surveys of spaces should not be acceptable.
- .6 Inspections of the outside of the ship's bottom of cargo ships (Dry-Dock Survey).**
- .1 There should be a minimum of two inspections of the outside of the ship's bottom during any five-year period (see definition 5.5), except where SOLAS 74/88 regulation I/14(e) or (f) is applicable. One such inspection should be carried out on or after the fourth Annual Survey in conjunction with the renewal of the Cargo Ship Safety Construction Certificate or the Cargo Ship Safety Certificate. Where the Cargo Ship Safety Construction Certificate or the Cargo Ship Safety Certificate has been extended under SOLAS 74/88 regulation I/14(e) or (f), this five-year period may be extended to coincide with the validity of the Certificate. In all cases the interval between any two such inspections should not exceed 36 months.
 - .2 The inspection of the outside of the ship's bottom and the survey of related items (see definition 5.3) should include an inspection to ensure that they are in a satisfactory condition and fit for the service for which the ship is intended.
 - .3 Inspections of the outside of the ship's bottom should normally be carried out with the ship in dry dock. However, consideration may be given to alternate inspections being carried out with the ship afloat. Special consideration should be given before ships of 15 years of age and over other than bulk carriers and oil tankers are permitted to have such surveys afloat. Inspection of the outside of the ship's bottom of bulk carriers and oil tankers of 15 years of age and over should be carried out with the ship in dry dock. Inspections with the ship afloat should only be carried out when the conditions are satisfactory and the proper equipment and suitably trained staff are available. For ships subject to enhanced survey, the provisions of paragraph 2.2.2 of the applicable part of annex A or B of the International Code on the Enhanced Programme of Inspections during Surveys of Bulk Carriers and Oil Tankers, 2011 (2011 ESP Code) adopted by resolution A.1049(27), as amended, should apply.
 - .4 In conjunction with the Dry Dock Survey, either during the Special/Renewal Survey or Intermediate Survey, the Propeller Shaft Survey may be carried out. In any case, the interval between two Propeller Shaft Surveys shall not exceed 60 months (five years). For Propeller Shaft Survey, reference shall be made to ICS Class/Technical Instructive PO02-TI04-Propeller Shaft Survey.
 - .5 SOLAS 74/88 regulation I/10(a)(v), permits the period of five years in which two inspections of the ship's bottom are to be carried out to be extended when the Cargo Ship Safety Construction Certificate is extended under regulation I/14(e) and (f). However, no extension should be permitted on the period of 36 months between any two such inspections. If the first ship's bottom inspection is carried out between 24 and 27 months, the 36-month limitation may prevent the Certificate being extended by the periods permitted in regulation I/14(e) and (f).



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- .6 For Dry-Dock Survey, including the extension between surveys, reference shall be made to ICS Class/Technical Instructive PO02-TI03-Dry Dock Survey.
- .7 Where an inspection of the ship's bottom has not been carried out before the due dates, reference should be made to Section 16-Revalidation of Certificate.

.7 Additional Surveys.

- .1 The Additional Survey should be held:
 - .1 when required after an investigation; or
 - .2 whenever any important repairs or renewals are made; or
 - .3 when Ballast Water Management Systems (BWMS) are retrofitted on an existing ship to which an International Ballast Water Management Certificate was previously issued.
- .2 Whenever an accident occurs to a ship or a defect is discovered which affects the safety or integrity of the ship or the efficiency or completeness of its equipment, the master or owner should make a report at the earliest opportunity to the Administration, the nominated Surveyor or RO responsible for issuing the relevant Certificate. The Administration, the nominated Surveyor or RO responsible for issuing the relevant Certificate should then initiate an investigation to determine whether a survey, as required by the regulations applicable to the particular Certificate, is necessary. This Additional Survey, which may be general or partial according to the circumstances, should be such as to ensure that the repairs and any renewals have been effectively made and that the ship and its equipment continue to be fit for the service for which the ship is intended. In case of installations of BWMS on existing ships the survey shall be such as to ensure that this retrofit, replacement, or significant repair has been effectively made, so that the ship complies with the requirements of the BWM Convention.

9. Types and description of Certificates.

- .1 The types of Certificate used in the HSSC are as follows:
 - .1 Interim Certificate.
 - .2 Full-Term Certificate.
 - .3 Conditional Certificate.
 - .4 Exemption Certificate.

.2 Interim Certificate.

The Interim Certificate is a certificate issued by the attending Surveyor upon satisfactory completion of a survey in order to permit the ship to trade while the Full-Term Certificate is prepared. An Interim Certificate is valid for five (5) months from the completion date of the survey.

.3 Full-Term Certificate.

The Full-Term Certificate is a certificate issued upon satisfactory completion of an Initial or Renewal Survey valid until the next Renewal Survey is due. The Full-Term Certificate is issued by the Marine Division valid for a period specified by the Administration, which shall not exceed five (5) years from the completion date of the Initial/Renewal Survey on which this Full-Term Certificate is based. A Full-Term



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Certificate may also be issued or reissued when all deficiencies which led to the issuance of a Conditional Certificate are corrected

.4 Conditional Certificate.

The Conditional Certificate is a certificate with the appropriate expiry dates that is issued by the Surveyor with **previous authorization of the Administration**, when deficiencies/defects exist which cannot be corrected in the port of survey. A Conditional Certificate is valid only for a period long enough to permit the ship to proceed to the port where the correction will be made but shall not exceed ninety (90) days.

.5 Exemption Certificate.

The Exemption Certificate is a temporary or permanent release from compliance with a statutory Convention requirement due to the existence of specific circumstances as authorized by the provisions of such Convention. The Exemption Certificate is linked to, and retained with, its associated Statutory Certificate.

10. Issuance of a Conditional Certificate.

- .1 The Conditional Certificate is issued by the Surveyor with **previous authorization of the Administration**. Under no circumstances the Conditional Certificate shall be issued without the previous authorization of the Administration.
- .2 The Conditional Certificate shall be identified by the wording "Conditional Certificate" printed under the name of the Certificate and all outstanding deficiencies/defects, with the details of any relevant requirements or conditions and the assigned due date for the time needed to rectify, should be noted on or attached to the Conditional Certificate.
- .3 In cases where the condition of a ship or its equipment does not comply with the requirements of an International Convention, the Administration may authorize ICS Class to issue a Conditional Certificate, provided that the ship is fit to proceed to sea without harm to the ship, persons on board, or without presenting unreasonable threat of harm to the marine environment, allowing the ship to proceed to a port where the necessary repairs may be carried out.
- .4 ICS Class will ensure that the corrective action will be taken and shall, in due course, notify the Administration. Evidence of the corrective actions taken, may include, but are not limited to: survey reports, re-issued certificate, or a formal notification in written. If such corrective action is not taken before the expiration date of the Conditional Certificate, the Certificate shall be withdrawn, and the Administration shall be notified immediately.
- .5 In cases where a Certificate loses its validity due to overdue annual, intermediate or periodical endorsements an authorization to issue a Conditional Certificate may be requested to the Administration, as a transitional measure until the correspondent revalidation surveys are carried out and new Certificate is issued.
- .6 To request authorization to issue a Conditional Certificate, the Administration shall be provided with the following documentation:
 - .1 Application stating the reasons to issue the Conditional Certificate.
 - .2 Copy of the valid Statutory Certificate relevant to the Conditional Certificate and its attached forms and/or supplements.
 - .3 Copy of the Provisional/Permanent Certificate of Registry (Patent of Navigation).



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- .7 The validity of a Conditional Certificate must not exceed ninety (90) days. The Administration will not authorize the extension or re-issuance of such Conditional Certificates and will not authorize extensions of Statutory Certificates exceeding ninety (90) days. In exceptional circumstances and previous a comprehensive evaluation by the Administration, it might be consider granting longer validity periods of Conditional Certificates, the extension or re-issuance of existing Conditional Certificates.

11. Issuance of an Exemption Certificate.

- .1 The Exemption Certificate is issued by the Administration. The issuance of an Exemption Certificate is considered on a case by case basis formed on the existence of some measures of equivalency to meet the intent of the requirement being exempted and a recommendation from the ICS Class. Certain exemptions, when granted, are required to be communicated to the IMO.
- .2 The Administration may grant exemptions from the provisions of a Convention, if the ship complies with the conditions established by such Convention, for the specific exemption.
- .3 When an exemption is granted to a ship under and in accordance with the provisions of an International Convention, an Exemption Certificate shall be issued in addition to the Certificates requested by that Convention.
- .4 The request for an Exemption Certificate shall be sent to the Administration supported by the following documentation:
- .1 Application stating the reasons to issue the Exemption Certificate.
 - .2 Copy of the valid Statutory Certificate relevant to the Exemption Certificate and its attached forms and/or supplements.
 - .3 Copy of the Provisional/Permanent Certificate of Registry (Patent of Navigation).

12. Completion of surveys and issuance of Certificates.

- .1 If a survey shows that the condition of the ship or its equipment does not correspond substantially with the particulars of the Certificate or is not fit to proceed to sea without danger to the ship, or persons on board, or without presenting unreasonable threat of harm to the environment, the Surveyor should be guided by the requirements of SOLAS 74/88 regulation I/6(c), MARPOL Annex I regulation 6.3.3, MARPOL Annex II regulation 8.2.5, MARPOL Annex IV regulation 4.5, MARPOL Annex VI regulation 5.3.3, IBC Code regulation 1.5.1.4, IGC Code regulation 1.4.1.4 and BCH Code regulation 1.6.1.3, or in the case of the BWM Convention the survey shows that the ship's ballast water management does not conform to the particulars of the Certificate required under regulations E-2 or E-3, or is such that the ship is not fit to proceed to sea without presenting a threat of harm to the environment, human health, property or resources, the Surveyor should be guided by regulation E-1.6. These instruments require that corrective action be taken immediately and the Administration notified in due course. In cases where the corrective action has not been undertaken the relevant Certificate should be withdrawn and the Administration notified immediately. If the ship is in the port of another Party, the appropriate authorities of the port State should also be notified immediately.



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- .2 If detainable deficiencies/defects (see definition 5.8) are identified at the time of any survey (Initial, Annual, Intermediate, Periodical, Renewal, Additional Survey for PSC, or other Additional Survey), and they are not permanently repaired or rectified in the port of survey, or temporarily compensated either as agreed between ICS Class and the Administration in their agreement or on a case-by-case basis, no Interim or Full-Term Certificate should be issued or endorsed.
- .3 If detainable deficiencies/defects (see definition 5.8) are identified at the time of an Initial or Renewal Survey, and they cannot be repaired or permanently rectified in the port of survey:
 - .1 A Conditional Certificate shall be issued to allow the ship to proceed to a port where the permanent repairs are to be made. This Certificate shall be issued subject to provisions of Section 10 above.
 - .2 Outstanding deficiencies/defects, with the details of any relevant requirements or provisos and the assigned due date for the time needed to rectify, should be noted on or attached to the Conditional Certificate.
 - .3 If the Owner satisfactorily rectifies the deficiencies/defects the Conditional Certificate should be withdrawn and an Interim Certificate issued while the Full-Term Certificate is prepared.
- .4 If detainable deficiencies/defects are identified at the time of an Annual, Intermediate, Periodical, Additional Survey for PSC or other Additional Survey and they cannot be permanently repaired or permanently rectified in the port of survey:
 - .1 The existing Full-Term Certificate should not be endorsed.
 - .2 The existing Full-Term Certificate should be withdrawn.
 - .3 A Conditional Certificate should be issued. This Certificate shall be issued subject to provisions of Section 10 above.
 - .4 Outstanding deficiencies/defects, with the details of any relevant requirements or provisos and the assigned due date for the time needed to rectify, should be noted on or attached to the Conditional Certificate.
 - .5 If the Owner satisfactorily rectifies the deficiencies/defects the Conditional Certificate should be withdrawn and the Full-Term restored.
- .5 In case of minor deficiencies/defects (see definition 5.7) not rectified at time of the survey:
 - .1 if the deficiency/defect also relates to class, a condition of class (see definition 5.10) may be issued with the details of any relevant requirements or provisos and an assigned due date for the time needed to rectify. This includes minor deficiencies/defects related to structural, mechanical and/or electrical requirements of the ICS Class recognized by the Administration (e.g., SOLAS II-1/3-1).
 - .2 if the deficiency/defect is limited only to Statutory Certificates, a statutory condition (see definition 5.9) with assigned due date may be issued, with the details of any relevant requirements or provisos and an assigned due date for the time needed to rectify. A Conditional Certificate shall be issued subject to provisions of Section 10 above.
- .6 If deemed necessary by the Surveyor, a combination of deficiencies/defects of a less serious nature may also result in the withdrawal of the Full-Term Statutory Certificate and its replacement with a Conditional Certificate subject to the concurrence by the Administration.



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- .7 The final decision on the severity of the deficiency/defect should be left to the professional judgment of the Surveyor, who is duly trained and qualified in accordance with ICS Class/ Procedure PE02-P01 for Training and Qualification of Technical Staff, to carry out the class and statutory surveys.

13. Survey of radio installations.

The survey of the radio installations, including those used in life-saving appliances, should always be carried out by a qualified Radio Surveyor who has necessary knowledge of the requirements of SOLAS 74, the International Telecommunication Union's Radio Regulations and the associated performance standards for radio equipment. The radio survey should be carried out using suitable test equipment capable of performing all the relevant measurements required. On satisfactory completion of the survey, the Radio Surveyor should forward a report of the survey, which should also state the organization he or she represents, to ICS Class, as authority responsible for the issue of the Cargo Ship Safety Radio Certificate.

14. Survey of the Automatic Identification System (AIS).

The survey of the AIS should always be carried out by a qualified Radio Surveyor who has necessary knowledge of the requirements of SOLAS 74, the International Telecommunication Union's Radio Regulations and the associated performance standards for radio equipment. The survey of the AIS should be carried out using suitable test equipment capable of performing all the relevant measurements required by and in accordance with the Guidelines on annual testing of the Automatic Identification System (AIS) (MSC.1/Circ.1252).

15. Recommended conditions for extending the period of validity of a Certificate.

- .1 In SOLAS 74/88 and other mandatory IMO instruments the following provision applies: If a ship at the time when a Certificate expires is not in a port in which it is to be surveyed, **the Administration** may extend the period of validity of a Certificate but this extension should be granted only for the purpose of allowing the ship to complete its voyage to the port in which it is to be surveyed, and then only in cases *where it appears proper and reasonable to do so*. No Certificate should be extended for a period longer than three months, and a ship to which an extension is granted should not, on its arrival in the port in which is to be surveyed, be entitled by virtue of such extension to leave that port without having a new Certificate.
- .2 If a ship is in a port where the required survey cannot be completed, and where the Convention allows the Administration to extend the Certificate when it is proper and reasonable to do so, the Administration should be guided by the following:
- .1 an additional survey, equivalent to at least the same scope of an Annual Survey required by the relevant Certificate(s) should be carried out;
 - .2 the Renewal Survey should be carried out to the maximum extent possible;
 - .3 in cases where a dry-docking is required, but cannot be carried out, an underwater inspection of the ship's bottom should be carried out subject to provisions of ICS Class/Technical Instructive PO02-TI03-Dry Dock Survey;



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- .4 in cases where an underwater inspection is not possible (e.g. poor water visibility, draught restrictions, excessive current, refusal by the port Authority), an internal inspection of the ship's bottom structure, to the maximum extent practicable, should be carried out;
- .5 the ship should be allowed to sail directly to a named final agreed cargo discharge port and then directly to a named agreed port to complete the survey and/or dry-docking;
- .6 the extension period should be for the minimum amount of time needed to complete the survey and/or dry-docking under the relevant Certificate(s);
- .7 the condition of the ship found by the surveys indicated above should be considered in determining the duration, distance and operational restrictions, if any, of the voyage needed to complete the survey and/or dry-docking; and
- .8 the extension period of the relevant Statutory Certificate(s) should not exceed the period of validity of the Certificate which may be issued to document compliance with the structural, mechanical and electrical requirements of the ICS Class.

16. Revalidation of Certificates.

A Certificate ceases to be valid if the Annual, Intermediate or Periodical, as appropriate, or the inspection of the outside of the ship's bottom is not completed within the periods specified in the relevant regulation or article. 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, but its thoroughness and stringency should have regard to the time this survey was allowed to lapse. The Administration concerned should then ascertain why the survey was allowed to lapse and consider further action.

17. Measures for reducing the ship's risk of detention during surveys.

- .1 In ICS Class/Procedure PO02-P05 for Port State Control and Flag State Inspection, Section 17, are established measures to reduce the ship's risk of detention that shall be fulfilled by the acting Surveyor during all statutory surveys required by IMO Conventions (Initial, Annual, Intermediate, Periodical and Renewal).
- .2 The measures to reduce the ship's risk of detention include determining if the ship is a "Substandard Ship" or a "High-Risk Ship" to be detained.
- .3 If the ship has been considered as a Substandard Ship or a High-Risk Ship to be detained, no Interim or Full-Term Certificate shall be issued or endorsed under any circumstance.
- .4 All deficiencies (detainable or minor) found on a ship that has been considered as a Substandard Ship or a High-Risk Ship to be detained, must be totally rectified before ship's sails from the survey port. No Conditional Certificate should be issued. After satisfactory rectification of all deficiencies, and based on a Photo Report of the deficiencies rectified, the Surveyor's judgment on the seaworthiness condition of the ship and other relevant evidences, the seaworthiness of the ship must be authorized by the relevant Administration.



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18. Documented Information revoked and modifications

- .1 Technical Instructive PO02-TI10-Surveys and Certificates under the HSSC, version 01 (06-2020) has been revoked.
- .2 Section 0 "Content" has been included.

19. Annexes.

Annex 1-Forms for the Statutory Certification and Services under HSSC.

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Annex 1

FORMS FOR THE STATUTORY CERTIFICATION AND SERVICES UNDER HSSC

1. The documented information (working documents) that shall be used to facilitate the conducting of the surveys, to document results, and for the statutory certification of the ship, are as follow:
 - .1 **Passenger Ship Safety Certificate (PSSC).**
 - .1 PSSC Interim and Full-Term.
 - .2 Record of Equipment for the PSSC (Form P).
 - .3 Record of Approved (Passenger ship).
 - .4 Survey Report for PSSC.
 - .2 **International Load Lines Certificate (ILL).**
 - .1 ILL Interim and Full-Term.
 - .2 Record of Conditions of Assignment.
 - .3 Survey Report for CSSC and ILL.
 - .3 **Cargo Ship Safety Construction Certificate (CSSC).**
 - .1 CSSC Interim and Full-Term.
 - .2 Survey Report for CSSC and ILL.
 - .3 Dry-Dock Survey Report.
 - .4 **Cargo Ship Safety Equipment Certificate (CSSE).**
 - .1 CSSE Interim and Full-Term.
 - .2 Record of Equipment for the CSSE (Form E).
 - .3 Record of Approved for CSSE.
 - .4 Survey Report for CSSE.
 - .5 **Cargo Ship Safety Radio Certificate (CSSR).**
 - .1 CSSR Interim and Full-Term.
 - .2 Record of Equipment for the CSSR (Form R).
 - .3 Record of Approved for GMDSS radio installation.
 - .4 Survey Report for CSSR.
 - .6 **International Oil Pollution Prevention Certificate (IOPP).**
 - .1 IOPP Interim and Full-Term.
 - .2 Record of Construction and Equipment for Ships other than Oil Tankers (Form A).
 - .3 Record of Construction and Equipment for Oil Tankers (Form B).
 - .4 Survey Report for IOPP.
 - .7 **International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk (NLS).**
 - .1 NLS Interim and Full-Term.
 - .2 Record of Construction for Ships Carrying Dangerous Chemical in Bulk-Including MARPOL Annex II (NLS).
 - .3 Chemical Tankers Survey Report-Including MARPOL Annex II (NLS).



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- .8 International Sewage Pollution Prevention Certificate (ISPP).**
 - .1 ISPP Interim and Full-Term.
 - .2 Survey Report for ISPP.

- .9 International Air Pollution Prevention Certificate (IAPP).**
 - .1 IAPP Interim and Full-Term.
 - .2 Supplement to IAPP.
 - .3 Survey Report for IAPP.
 - .4 IEEC Interim and Full-Term.
 - .5 Supplement to IEEC.
 - .6 EIAPP Interim and Full-Term.
 - .7 Supplement to EIAPP.

- .10 International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk (IBC Code).**
 - .1 IBC Code Interim and Full-Term.
 - .2 Record of Construction for Ships Carrying Dangerous Chemical in Bulk.
 - .3 Chemical Tankers Survey Report-Including MARPOL Annex II (NLS).

- .11 International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk (IGC Code).**
 - .1 IGC Code Interim and Full-Term.
 - .2 Gas Carriers Survey Report.

- .12 International Ballast Water Management Certificate (IBWMC).**
 - .1 IBWMC or BWMC-SOC Interim and Full-Term.
 - .2 Survey Report for IBWMC.

- .13 Certificates of Approvals.**
 - .1 Loading Manual Approval.
 - .2 Cargo Securing Manual.
 - .3 Damage Control Plan.
 - .4 Fire Control Plan.
 - .5 Stability Booklet Approval.
 - .6 Shipboard Oil Pollution Emergency Plan (SOPEP).
 - .7 Shipboard Marine Pollution Emergency Plan (SMPEP).
 - .8 Ship Energy Efficiency Management Plan (SEEMP).
 - .9 Ballast Water Management Plan.