



REPUBLIC OF LIBERIA

Marine Notice

**BUREAU OF
MARITIME AFFAIRS**

**ADM-002
Rev. 4/07**

**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF
MERCHANT SHIPS**

SUBJECT: Official and Other Forms and Publications.

Supersedes: Marine Notice ADM-002 dated 3/06

PURPOSE:

There are a number of sources for publications and forms familiar to the industry that are used or relied upon daily. Where to obtain them, however, may not be so readily known. This notice provides information on obtaining publications and forms integral to the industry.

APPLICABILITY:

This general Notice is for the attention of All.

DESCRIPTION:

1.0 Liberian maritime publications and forms

Most listed publications and forms are generally available from the LISCR website: www.liscr.com. Those not available online may be ordered for only a postage and handling fee; however, in some cases, an additional fee is specified. These publications may be ordered as follows:

1.1 Multiple copies or otherwise from:

LISCR, LLC
Attn: Publications
8619 Westwood Center Drive, Suite 300
Vienna, Virginia 22182 USA
Tel: + 1-703-790-3434
Fax: + 1-703-790-5655
Email: publications@liscr.com
Website: www.liscr.com

1.2 Single copies from the nearest Regional Office listed in Marine Notice ADM-004, List of Office and Service Locations.

2.0 Payment of Fees

- 2.1 Orders should be accompanied by the required fee. Fees will only be invoiced against an appropriately authorized purchase order.
- 2.2 The fees may be paid by **credit card, wire transfer, check or bank draft. Do not send cash. Payment instructions are attached to Marine Notice ADM-003.**
- 2.3 Fees for the Publications listed in Sections 6 through 8 may be obtained by contacting the appropriate organization.

3.0 Combined Publications Folder, RLM-300

An order for the Combined Publications Folder (CPF) automatically places a subscription for periodic updating service for all of the publications listed below. A CD-ROM with updates will be provided every one to two years to all subscribers. Revisions made during this period will be provided by email to the contact provided; normally the DPA. Marine Notices may be downloaded from the LISCR website www.liscr.com under "Maritime".

FORM NO.	NAME OF PUBLICATION
RLM-300	Combined Publications Folder (CPF); (Plus shipping and handling) NOTE: The CPF contains the following publications which are also available in single copies:
RLM-100	Vessel Registration Requirements and Mortgage Recording Procedures
RLM-107	Liberian Maritime Law
RLM-108	Liberian Maritime Regulations
RLM-118	Requirements for Merchant Marine Personnel Certification
RLM-260	Rules for Marine Investigation and Hearings
XXX-###	Liberian Marine Notices
CD-ROM	CD-Rom Version of the CPF (Plus shipping and handling per mailing address)
	\$75.00
	\$100.00

4.0 Other Liberian Publications

FORM NO.	NAME OF PUBLICATION
RLM-101A	Application for Official Number, Call Sign and Registration of Vessel
RLM-101B	Application for Official Number, Call Sign and Provisional Certificate of Registration of Newbuilding, During Construction at Builders Yard
RLM-103	Oath of Owner, Managing Owner or Part Owner
RLM-104	Application for Ship Radio Station License
RLM-105	Application for License of Competence to Merchant Marine Officer

FORM NO.	NAME OF PUBLICATION	
RLM-105A	Familiarization with National Maritime Legislation	
RLM-105M	Physical Examination Report Form	
RLM-106A	Affirmation Re-Markings	
RLM-109	Report of Vessel Casualty or Accident Form	
RLM-109-1	Report of Personal Injury or Loss of Life Form	
RLM-110	Official Articles of Agreement	\$50.00/set of 5
RLM-121	Oil Record Book Part I (All Ships)	\$50.00/set of 5
RLM-121A	Oil Record Book Part II (Oil Tankers)	\$50.00/set of 5
RLM-126	Acceptance of Certificate of Tonnage	
RLM-273/279	Application for Liberian Seafarers' Identification Book and Special Qualification Certificates	
RLM-279S	Application for Certification of Special Qualification (Pass)	
RLM-280	Seafarers Certification & Documentation Receiving/Filing Agents Manual	
RLM-293	Mobile Offshore Drilling Units Standards	
RLM-331	Liberian SOLAS Guidance Document	
RLM-333	Cargo Record Book (Chemical Tankers)	\$50.00/set of 5
RLM-338	Operational Safety Checklist	\$50.00/set of 5
MSD-335	Marine Safety Offices and Nautical Inspectors Guide	

5.0 Guidelines for Examinations, which are free of charge.

PUB NO.	NAME OF PUBLICATION
RLM-319	Master Chief Mate Third Mate/Second Mate
RLM-320	Chief Engineer First Assistant Engineer Third Assistant Engineer/Second Assistant Engineer
RLM-322	Able Seaman Survival Craft Crewman
RLM-323	Fireman/Watertender Oiler
RLM-325	MODU Officers Master Mate, Chief Engineer, Assistant Engineer
RLM-326	MODU Ratings

6.0 International Maritime Organization (IMO) Publications

In addition to the major international conventions and mandatory codes dealing with safety, security and pollution prevention, a series of other useful publications are available from the International Maritime Organization. These publications may be purchased from the Publications Section through the contact details below. The latest list of IMO publications may be obtained through the IMO website.

International Maritime Organization
4 Albert Embankment
London SE1 7SR, England
Telephone: 44 (0)20 7735 7611
Fax: 44 (0)20 7587 3210
Email: publications-sales@imo.org
Website: www.imo.org (click on "Publications")

7.0 ICS, ISF, OCIMF , SIGTTO and IAPH Publications.

Publications produced by the International Chamber of Shipping (ICS), International Shipping Federation (ISF), Oil Companies International Marine Forum (OCIMF), Society of International Gas Tanker and Terminal Operators (SIGTTO) and International Association of Ports and Harbors (IAPH) are available through the individual organizations websites or other publications as provided below:

ICS/ISF
MARISEC PUBLICATIONS
12 Carthusian Street
London EC1M 6EZ, England
Tel: 44 20 7417 8844
Fax: 44 20 7417 8877
Email: post@marisec.org
Website: <http://www.marisec.org/pubs/pubscat.htm>

Witherby & Co., Ltd
(Marine Publishing)
32-36 Aylesbury Street
London EC1R 0ET, England
Tel: 44 20 7253 5413
Fax: 44 20 7336 7493
Email: books@witherbys.co.uk
Website: <http://www.witherbys.com>

8.0 Miscellaneous Publications

The latest edition of publications may be obtained from:

International Telecommunications Union (ITU)
Place des Nations 1211
Geneva 20, Switzerland
Tel: 41 22 730 5111
Fax: 41 22 730 5194
Email: sales@itu.int
Website: www.itu.int/net/home/index.aspx

World Health Organization (WHO)
WHO, Marketing and Dissemination
CH-1211 Geneva 27, Switzerland
Tel: 41 22 791 2476
Fax: 41 22 791 4857
Email: publications@who.ch
Website: <http://www.who.int/pub/>

Amver Maritime Relations
U.S. Coast Guard
Battery Park Building
New York, NY 10004 USA
Tele: + 1 212 668 7764
Fax: + 1 212 668 7684
Telex: 127594 AMVER NYK
Email: amvermsg@amver.com
Website: www.amver.com

The Stationery Office (TSO)
London Office
Tel: 44 (0)20 7242 6393
Fax: 44 (0)20 7242 6394
Email: london.bookshop@tso.co.uk
Website: www.tsoshop.co.uk/bookstore

Includes copy of latest Code of Safe Working Practices for Merchant Seaman
NOTE: Company provided instructions are acceptable in lieu of the above

International Association of Drilling Contractors (IADC)
Post Office Box 4287
Houston, Texas 77210-4287 USA
United States of America
Tel: +1 281 578 7171
Fax: + 1 281 578 0589
Email: publications@iadc.org
Website: www.iadc.org

9.0 IACS Publications

IACS
International Association of Classification Societies
Permanent Secretariat
38 Broadway
London SW1H 0BH
United Kingdom

Tel: 44 20 7976 0660
Fax: 44 20 7808 1100
Email: permsec@iacs.org.uk
Website: <http://www.iacs.org.uk>