



Office of  
Deputy Commissioner  
of Maritime Affairs

**THE REPUBLIC OF LIBERIA**  
**LIBERIA MARITIME AUTHORITY**

**Marine Notice**

**POL-001**  
**Rev. 11/24**

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

**SUBJECT: Prevention of Pollution from Ships**

Reference: (a) Maritime Regulation 2.37  
(b) MARPOL Convention

**Supersedes: Marine Notice POL-001, dated 11/22**

The following changes have been included:

- a. Added new paragraph 1.1.15, establishing the effective date for MARPOL Annex I discharge requirements for the Red Sea and Gulf of Aden Special Areas adopted by [MEPC Resolution 381\(80\)](#).
- b. Added new paragraph 1.1.16, discussing the amendments adopted by [MEPC Resolution 384\(81\)](#).

**PURPOSE:**

This Notice emphasizes the importance of protecting the marine environment by the prevention of pollution from ships in the Liberian Registry. This Notice also provides the Administration's guidance toward compliance with the Annexes I, II, III and IV of MARPOL. For guidance toward compliance with Annexes V and VI, refer to Marine Notices [POL-009](#) and [POL-013](#).

**APPLICABILITY:**

All ships will find requirements applicable to their particular type of operation and trade. Ships crews must be familiar with and aware of these requirements.

**REQUIREMENTS:**

**1.0 The MARPOL Convention**

The International Convention for the Prevention of Pollution from Ships, 1973 (MARPOL Convention), is concerned with preserving the marine environment through the prevention

of pollution by oil and other harmful substances and the minimization of accidental discharge of such substances. Its technical content is laid out in six Annexes, the first five of which were adopted by the 1973 Convention, as modified by a 1978 Protocol. These Annexes cover pollution of the sea by oil, by noxious liquid substances in bulk, by harmful substances in packaged form, by sewage from ships, and by garbage from ships. Annex VI was adopted by a further Protocol in 1997 and covers air pollution from ships.

1.1 **Annex I (Oil Pollution)** - This Annex which was ratified by Liberia in October 1980 came into force internationally on 2 October, 1983 for full compliance by 2 October, 1987. Annex I applies to all ships unless expressly provided otherwise (Regulation 2). Oil tankers of 150 tons gross tonnage and above and every other ship of 400 tons gross tonnage and above are subject to the surveys specified in Regulation 6.

1.1.1 **MEPC Resolution 107(49)**, as amended, revised the test guidelines and specification for 15ppm oil water separators and bilge alarms.

- All such equipment installed on ships after 1 January, 2005 will have to meet these requirements.
- Equipment installed on board on or after 14 November, 1978 and until 1 January, 2005 shall have to continue to meet the recommendations and international performance and test specifications found in **IMO Resolution A.393(X)** as applicable; or
- If installed on board on or after 30 April, 1994 but before 1 January, 2005, it will have to continue to meet the guidelines and specifications found in **MEPC Resolution 60(33)** or the 2011 Guidelines and specifications for add-on equipment for upgrading **MEPC Resolution 60(33)**-compliant oil filtering equipment.
- Any 15ppm oil water separators and bilge alarm, which previously met the standards found in either **MEPC Resolution 60(33)** or IMO **Resolution A.393(X)** and which is found defective and must be replaced, will have to be replaced by equipment meeting the new standards found in **MEPC Resolution 107(49)**, as amended.
- The validity of calibration certificates of the 15ppm bilge alarm should be checked at IOPP annual/intermediate/renewal surveys. The accuracy of 15ppm bilge alarms is to be checked by calibration and testing of the equipment conducted by a manufacturer or persons authorized by the manufacturer and should be done at intervals not exceeding five years after its commissioning, or within the term specified in the manufacturer's instructions, whichever is shorter. Alternatively, the unit may be replaced by a calibrated 15 ppm bilge alarm. The calibration certificate for the 15ppm bilge alarm, certifying the date of the last calibration check, should be retained on board for inspection purposes.

1.1.2 **MEPC Resolution 108(49)**, revised the guidelines and specifications for oil discharge monitoring and control systems (ODMCS) for oil tankers.

- All such equipment installed on oil tankers the keels of which were laid, or at a similar stage of construction, on or after 1 January, 2005 shall meet the new requirements. The guidelines and specification adopted under **Resolutions**

[A.393\(X\)](#), [A.496 \(XII\)](#), [MEPC.13\(19\)](#) and [A.586\(14\)](#) are not applicable to oil tankers to which these new guidelines and specification apply.

Equipment installed in other oil tankers the keels of which are laid, or in a similar stage of construction, before 1 January, 2005, should comply with either the requirements contained in the guidelines and specification adopted under [Resolutions A.393\(X\)](#), [A.496\(XII\)](#), [MEPC.13\(19\)](#) and [A.586\(14\)](#) as applicable or with the requirements contained in these new guidelines and specifications.

- 1.1.3 [MEPC Resolution 240\(65\)](#), adopted on 17 May,2013, further revised the guidelines and specifications for oil discharge monitoring and control systems for oil tankers ([MEPC Resolution 108\(49\)](#)) constructed on or after 1 January,2005, carrying bio-fuels. On all oil tankers engaged in carriage of bio-fuel blends containing 75% or more of petroleum oil on or after 1 January,2016, the Oil Content Meter shall have a type approval certificate as modified by [MEPC Resolution 240\(65\)](#). [MSC-MEPC.2/Circ.17](#), provides guidelines for carriage of blends of petroleum oil and biofuels.
- 1.1.4 [MEPC Resolution 141\(54\)](#) added a new regulation 12A on oil fuel tank protection, which applies to all ships with an aggregate oil fuel capacity of 600 m<sup>3</sup> and above which are delivered on or after 1 August, 2010, as defined in regulation 1.28.9 of Annex 1.
- 1.1.5 [MEPC Resolution 154\(55\)](#) designated Southern South African waters and [MEPC Resolution 168\(56\)](#) designated the Gulfs area as special areas under Annex I, with effect from 01 August, 2008.
- 1.1.6 [MEPC Resolution 186\(59\)](#) added a new chapter 8 concerning transfer of oil cargo between oil tankers at sea (STS Operations), development of an STS Operations plan (Refer to Marine Notice [POL-011](#) for details) and amendments to the IOPP Certificate.
- 1.1.7 [MEPC Resolution 187\(59\)](#) provided new definitions for oily residue (sludge), oil residue (sludge) tank, oily bilge water, oily bilge water holding tank; new requirements for construction of oil residue (sludge) tanks (i.e. no discharge connections to the bilge system, oily bilge water holding tank(s), tank top or oily water separators) on ships delivered on or after 01 January, 2014; and amended the supplement to the IOPP Certificate and the Oil Record Book Parts I & II.
- 1.1.8 [MEPC Resolution 248\(66\)](#), adopted amendments to Regulation 28 of MARPOL Annex I requiring oil tankers constructed before 1 January, 2016 to carry a stability instrument capable of verifying compliance with intact and damage stability requirements approved the Administration at the first scheduled renewal survey on or after 1 January, 2016 but no later than 1 January, 2021.
- 1.1.9 [MEPC Resolution 265 \(68\)](#), adopted amendments to MARPOL Annex I related to implementation of the relevant chapters in the Polar Code, which entered into force on 1 January, 2017.

- 1.1.10 [MEPC Resolution 266\(68\)](#), further adopted amendments to Regulation 12 of MARPOL Annex I requiring ships constructed before 1 January, 2017 to comply with the sludge tank discharge piping (i.e. no discharge connections to the bilge system, oily bilge water holding tank(s), tank top or oily water separators) not later than the first renewal survey carried out on or after 1 January, 2017.
- 1.1.11 Chapter 1 of part II-A of the [Polar Code](#):
- Prohibits the discharge of oil or oily mixtures from the machinery spaces and cargo areas of any ship when operating in Arctic waters, in addition to Regulation 15.4 and 34.3 of MARPOL Annex I for Antarctic waters.
  - Requires category A ships constructed before 1 January, 2017, operating continuously for more than thirty (30) days in Arctic waters and unable to comply with the no discharge requirements of oil or oily mixtures in Arctic waters, to comply no later than the first intermediate or renewal survey, whichever comes first, after 1 January, 2018. Until 1 January, 2018, these ships shall comply with the discharge requirements for special areas in Regulation 15.3 of MARPOL Annex I.
  - Requires operation in polar waters to be taken into account, as appropriate, in the Oil Record Books, manuals and the shipboard oil pollution emergency plan or the shipboard marine pollution emergency plan as required by MARPOL Annex I.
  - Introduced structural requirements for oil fuel tanks of category A and B ships with an aggregate fuel capacity of less than 600 m<sup>3</sup>; for cargo tanks of category A and B ships of less than 600 tones deadweight; and for all oil residue (sludge) tanks and oily bilge water holding tanks of category A and B ships, constructed on or after 1 January, 2017.
- 1.1.12 [MEPC.1/Circ.856](#), provides guidance concerning reissuing of certificates and revisions of manuals and record books for compliance with the environmental related provisions of the Polar Code.
- 1.1.13 [MEPC Resolution 329 \(76\)](#), adopted amendments to MARPOL Annex I, prohibiting the carriage and use as fuel of heavy fuel oil by ships in Arctic waters, on or after 1 July 2024. However, for ships that comply with regulation 12A of MARPOL Annex I and have protected fuel tank(s), compliance is postponed until 1 July 2029.
- 1.1.14 [MEPC Resolution 330 \(76\)](#), adopted amendments to MARPOL Annexes I and IV, concerning the exemption of unmanned non-self-propelled (UNSP) barges from Surveys and Certification requirements. Refer to [Marine Advisory 22/2022](#) for additional details.
- 1.1.15 [MEPC Resolution 381 \(80\)](#), established 1 January, 2025, as the date on which the discharge requirements of regulations 15.3, 15.5 and 34.3 to 34.5 of MARPOL Annex I takes effect, with respect to the Red Sea and the Gulf of Aden Special Areas.

1.1.16 [MEPC Resolution 384 \(81\)](#), adopted amendments to Protocol I of MARPOL, requiring in the case of the loss of freight container(s), that the report required by Article II(1)(b) of the Protocol shall be made in accordance with the requirements on danger messages as provided for in regulations V/31 and V/32 of the SOLAS, as amended by [Resolution MSC.550\(108\)](#).

**1.2 Annex II (Noxious liquid substances in bulk)** - This Annex which was ratified by Liberia in October 1990, entered into force internationally on 6 April, 1987. An extension was granted for underwater discharges to 1 January, 1988. However, full compliance with Annex II was required by 2 October, 1994. Annex II applies to all ships carrying noxious liquid substances in bulk unless expressly provided otherwise (Regulation 2). [MEPC Resolution 118\(52\)](#) adopted 15 October, 2004 revised Annex II and the requirements entered into force 1 January, 2007. The revised Annex II includes a new four-category categorization system for noxious and liquid substances. The new categories are:

- Category X: Noxious Liquid Substances which, if discharged into the sea from tank cleaning or de-ballasting operations, are deemed to present a major hazard to either marine resources or human health and, therefore, justify the prohibition of the discharge into the marine environment;
- Category Y: Noxious Liquid Substances which, if discharged into the sea from tank cleaning or de-ballasting operations, are deemed to present a hazard to either marine resources or human health or cause harm to amenities or other legitimate uses of the sea and therefore justify a limitation on the quality and quantity of the discharge into the marine environment;
- Category Z: Noxious Liquid Substances which, if discharged into the sea from tank cleaning or de-ballasting operations, are deemed to present a minor hazard to either marine resources or human health and therefore justify less stringent restrictions on the quality and quantity of the discharge into the marine environment; and
- Other Substances: substances which have been evaluated and found to fall outside Category X, Y or Z because they are considered to present no harm to marine resources, human health, amenities or other legitimate uses of the sea when discharged into the sea from tank cleaning or de-ballasting operations. The discharge of bilge or ballast water or other residues or mixtures containing these substances are not subject to any requirements of MARPOL Annex II.

1.2.1 The revised Annex includes a number of other significant changes. Improvements in ship technology, such as efficient stripping techniques, has made possible significantly lower permitted discharge levels of certain products which have been incorporated into Annex II. For ships constructed on or after 1 January, 2007 the maximum permitted residue in the tank and its associated piping left after discharge will be set at a maximum of 75 liters for products in categories X, Y and Z compared with previous limits which set a maximum of 100 or 300 liters, depending on the product category.

- 1.2.2 Alongside the revision of Annex II, the marine pollution hazards of thousands of chemicals have been evaluated by the Evaluation of Hazardous Substances Working Group, giving a resultant GESAMP2 Hazard Profile which indexes the substance according to its bio-accumulation; bio-degradation; acute toxicity; chronic toxicity; long-term health effects; and effects on marine wildlife and on benthic habitats.
- 1.2.3 As a result of the hazard evaluation process and the new categorization system, vegetable oils which were previously categorized as being unrestricted will now be required to be carried in chemical tankers. The revised Annex includes, under regulation 4 Exemptions, provision for the Administration to exempt ships certified to carry individually identified vegetable oils, subject to certain provisions relating to the location of the cargo tanks carrying the identified vegetable oil.
- 1.2.4 [MEPC Resolution 250\(66\)](#), adopted amendments to Chapter 2 of the IBC Code requiring all ships subject to the IBC Code constructed before 1 January, 2016 to carry a stability instrument capable of verifying compliance with intact and damage stability requirements approved the Administration at the first scheduled renewal survey on or after 1 January, 2016 but no later than 1 January, 2021.
- 1.2.5 [MEPC Resolution 265 \(68\)](#), adopted amendments to MARPOL Annex II related to implementation of the relevant chapters in the Polar Code, which enters into force on 1 January, 2017.
- 1.2.6 Chapter 2 of part II-A of the [Polar Code](#):
- Prohibits any discharge into the sea of noxious liquid substances or mixtures containing such substances, in addition to Regulation 13.8 of MARPOL Annex II, prohibiting discharge of noxious liquid substances or mixtures containing such substances in Antarctic waters.
  - Requires approval by the Administration for carriage of noxious liquid substances by category A and B ships, as type 3 ships constructed on or after 1 January, 2017 and part II-B of the Polar Code provides recommendatory guidance on tank separation for these ships.
  - Requires operation in polar waters to be taken into account, as appropriate, in the Cargo Record Book, the Procedures and Arrangements Manual and the shipboard marine pollution emergency plan for noxious liquid substances or the shipboard marine pollution emergency plan as required by MARPOL Annex II.
- 1.2.7 [MEPC.1/Circ.856](#), provides guidance concerning reissuing of certificates and revisions of manuals and record books for compliance with the environmental related provisions of the Polar Code.
- 1.2.8 [MEPC Resolution 315 \(74\)](#), adopted amendments to MARPOL Annex II related to prewash and discharge requirements for substances assigned to category Y that are “persistent floaters”, i.e. , a slick forming substance with a density not greater than sea water (1025 kg/m<sup>3</sup> at 20°C); a vapour pressure of no more than 0.3 kPa;

solubility of no more 0.1% for liquids or no more than 10% for solids); and kinematic viscosity greater than 10 cSt at 20°C." These amendments entered into force on 1 January, 2021.

1.2.9 [MEPC Resolution 318 \(74\)](#), adopted numerous amendments to, which also entered into force on 1 January, 2021. Amendments were made to Chapters 1, 15, 16, 17, 18, 19 and 21 of the IBC Code and included:

- Special requirements for hydrogen sulphide (H<sub>2</sub>S) detection equipment to be provided on board ships carrying bulk liquids prone to H<sub>2</sub>S formation.
- Complete revision to Chapter 17, "Summary of minimum requirements" for the carriage of Noxious Liquid Substances.
- Extensive amendments to the "Criteria for assigning carriage requirements for products subject to the IBC Code"

For further particulars, please refer to Chapter VII, Parts B and C of SOLAS and also the IBC, BCH (Chemical Tankers) and the IGC (Gas Carriers) Codes.

**1.3 Annex III, (Harmful Substances in Packaged Form)** - This Annex was ratified to by Liberia on 12 June 1995 and became effective for all Liberian ships by 12 September, 1995. Please also see chapter VII, Part A of SOLAS as well as the IMDG (International Maritime Dangerous Goods) and the IMSBC (Solid Bulk Cargoes) Codes.

[MEPC Resolution 156\(55\)](#) revised Annex III and the requirements entered into force 1 January, 2010. The revised Annex III maintained the structure of the existing MARPOL Annex III and the use of the term "Marine Pollutants". Changes were made to Regulation 1 on "Application" and Regulation 4 on "Documentation" relating to stopover loading and unloading operations. Criteria for the identification of harmful substances in packaged form are given in the Appendix of the revised Annex III. Under the revised Annex III, harmful substances are identified by one of the new categories, namely: Acute 1, Chronic 1 and Chronic 2.

The revised Annex III is applicable to all ships carrying harmful substances in packaged form (Regulation 1). Ship operators shall make available document listing the harmful substances taken on board, indicating their location on board or showing a detailed stowage plan to the port authority before departure if any loading or unloading operations, even partial, are carried out at any stopover. The document can be combined with manifest for dangerous goods provided that a clear distinction shall be made between dangerous goods and harmful substances covered by Annex III.

**1.4 Annex IV, (Sewage)** - This Annex was ratified by Liberia on 21 August, 2006 and became effective on 21 November, 2006 for Liberian flag ships of 400 gross tons and above; and ships of less than 400 gross tons which are certified to carry more than 15 persons, engaged in international voyages and built on or after that date. Liberian flag vessels built before 21 November, 2006 must comply from 21 November, 2011.

1.4.1 [MEPC Resolution 143\(54\)](#) added a new Regulation 13 to Annex IV, providing for port state control of the operational requirements related to the prevention of pollution by sewage.

- 1.4.2 [MEPC Resolution 157\(55\)](#) provided recommendations on standards for the rate of discharge of untreated sewage from ships. The Administration has authorized the class societies involved in the survey and issuance of International Sewage Pollution Prevention (ISPP) certificates to Liberian flag ships to approve, on behalf of the Administration, the maximum permissible discharge rates applicable to a specific ship.
- 1.4.3 [MEPC Resolution 159\(55\)](#) provided revised guidelines on implementation of effluent standards and performance tests for sewage treatment plants installed on board on or after 1 January, 2010.
- 1.4.4 [MEPC Resolution 164\(56\)](#) amended Regulation 11 to include discharge of sewage originating from spaces containing living animals with effect from 1 December, 2008.
- 1.4.5 [MEPC Resolution 200\(62\)](#) amended MARPOL Annex IV which designated the Baltic Sea as a special area and added new regulations for discharge of sewage from passenger ships.
- 1.4.6 [MEPC Resolutions 274\(69\) and 275\(69\)](#) set the entry into effect dates for the new discharge regulations of sewage from passenger ships in the Baltic Sea special area:
- 1 June, 2019 for new passenger ships for which the building contract is placed, or in the absence of a building contract, the keel of which is laid, or which is in similar stage of construction, on or after 1 June, 2019; or the delivery of which is on or after 1 June, 2021.
  - 1 June, 2021 for existing passenger ships; and 1 June, 2023 for existing passenger ships en route directly to or from a port located outside the special area and to or from a port located east of longitude 28°10' E within the special area that do not make any other port calls within the special area.
- 1.4.7 [MEPC Resolution 227\(64\), as amended](#), provided revised guidelines on implementation of effluent standards and performance tests for sewage treatment plants:
- installed on or after 1 January, 2016 on ships, other than passenger ships, in all areas;
  - installed on or after 1 January, 2016 on passenger ships outside MARPOL Annex IV special areas;
  - installed on or after 1 June, 2019 on new passenger ships in MARPOL Annex IV special areas;
  - installed on or after 1 June, 2021 on existing passenger ships in MARPOL Annex IV special areas; and
  - installed on or after 1 June, 2023 for existing passenger ships en route directly to or from a port located outside the special area and to or from a port located east of longitude 28°10' E within the special area that do not make any other port calls within the special area.



1.4.8 [MEPC Resolution 265 \(68\)](#), adopted amendments to MARPOL Annex IV related to implementation of the relevant chapters in the Polar Code, which enters into force on 1 January, 2017.

1.4.9 Chapter 4 of part II-A of the [Polar Code](#):

- Prohibits the discharges of sewage within polar waters, except when performed in accordance with MARPOL Annex IV and under certain conditions.
- Prohibits the discharges of sewage in polar waters from category A and B ships constructed on or after 1 January, 2017 and all passenger ships constructed on or after 1 January, 2017, except when such discharges are in compliance with paragraph 4.2.1.3 of part II-A of the Polar Code.
- Prohibits the discharges of sewage from category A and B ships that operate in polar waters with ice concentrations exceeding 1/10 for extended periods of time, except when the ship has in operation a sewage treatment plant certified by the Administration to meet the operational requirements in either regulation 9.1.1 or 9.2.1 of MARPOL Annex IV and the discharges shall be subject to the approval by the Administration.

1.4.10 [MEPC.1/Circ.856](#) provides guidance concerning reissuing of certificates and revisions of manuals and record books for compliance with the environmental related provisions of the Polar Code.

Vessel owners are encouraged to contact their class society regarding verification of compliance with Annex IV.

**1.5** This Administration recommends that copies of the MARPOL Regulations be on board each vessel and that the ship's officers be knowledgeable and responsible in seeing that the regulations are complied with. The Consolidated Edition of MARPOL, which includes the Protocols as well as Annex I, II, III, IV, V and VI with the Unified Interpretations are available as follows:

International Maritime Organization (IMO)  
Publications Section  
4 Albert Embankment  
London SE1 7SR, England  
Sales No. IMO-520 E

## **2.0 Vessel Onboard Requirements**

2.1 Vessels are also required to have on board the following:

- .1 **International Oil Pollution Prevention (IOPP) Certificate; International Sewage Pollution Prevention Certificate; International Air Pollution Prevention (IAPP) Certificate; and International Energy Efficiency (IEE) Certificate, as applicable** - issued by an IACS class society on behalf of the Administration.

- .2 **International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk (NLS Certificate)** - An international pollution prevention certificate for the carriage of noxious liquid substances in bulk (NLS certificate) issued, after survey in accordance with the provisions of regulation 8 of Annex II of MARPOL, to any ship carrying noxious liquid substances in bulk and which is engaged in voyages to ports or terminals under the jurisdiction of other Parties to MARPOL. In respect of chemical tankers, the Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk and the International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk, issued under the provisions of the Bulk Chemical Code and International Bulk Chemical Code, respectively, have the same force and receive the same recognition as the NLS certificate.
- .3 **Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk** - A certificate called a Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk, the model form of which is set out in the appendix to the Bulk Chemical Code, issued after an initial or periodical survey to a chemical tanker engaged in international voyages which complies with the relevant requirements of the Code.  
**Note:** The Code is mandatory under Annex II of MARPOL for chemical tankers constructed before 1 July, 1986.
- .4 **International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk** - A certificate called an International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk, the model form of which is set out in the appendix to the International Bulk Chemical Code, issued after an initial or periodical survey to a chemical tanker engaged in international voyages, which complies with the relevant requirements of the Code.  
**Note:** The Code is mandatory under both chapter VII of SOLAS 1974 and Annex II of MARPOL for chemical tankers constructed on or after 1 July, 1986.
- .5 **Certificate of Fitness for the Carriage of Liquefied Gases in Bulk** - A certificate called a Certificate of Fitness for the Carriage of Liquefied Gases in Bulk, the model form of which is set out in the appendix to the Gas Carrier Code, issued after an initial or periodical survey to a gas carrier, which complies with the relevant requirement of the Code.
- .6 **International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk** - A certificate called an International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk, the model form of which is set out in the appendix to the International Gas Carrier Code, issued after an initial or periodical survey to a gas carrier which complies with the relevant requirements of the Code.  
**Note:** The Code is mandatory under chapter VII of SOLAS 1974 for gas carriers constructed on or after 1 July, 1986.
- .7 **Oil Record Book Part I & II (Annex I, Regulation 17 and 36)** – Every oil tanker of 150 gross tons and above and every ship of 400 gross tons and above other than an oil tanker shall maintain an Oil Record Book Part I (Machinery Space Operations). Every oil tanker of 150 gross tons and above shall, in addition to an Oil Record Book Part I, maintain an Oil Record Book Part II (Cargo/Ballast Operations). The Oil Record Books Parts I and II shall be kept in such a place as to

be readily available for inspection at all reasonable times by competent authority of the Government of a Party to MARPOL while the ship is in its port or offshore terminals and, except in the case of unmanned ships under tow, shall be kept on board the ship. Oil Record Books shall be preserved for a period of three years after the last entry has been made.

**Administration Note:**

There is no requirement that an existing Oil Record Book or copy thereof be provided to a new manager or owner following a sale of the vessel or change in vessel management or ownership. If agreed between the parties, a copy of the existing Oil Record Book entries signed by the vessel's Master as being a true copy of the original may be provided to the new manager.

As a matter of due diligence, it is recommended that the new management company should confirm the current quantities of oils (bunkers, lube oils, oil residue, etc.) on board, in part to establish the record for the vessel's new Oil Record Book.

Both the Oil Record Books Part I and Part II with instructions shall be officially issued by the Administration or as an electronic record book (ERB) approved by the Administration. To order the books, please complete the publications order form using the link: [Order Publications](#).

For ERBs approved by the Administration, please refer to [List Of Approved Electronic Record Books \(ERBs\)](#)

- .8 **Cargo Record Book (Annex II Regulation 15)** – Every NLS Tanker required to comply with chapter 2 of part II-A of the Polar Code and Annex II shall maintain a Cargo Record Book to record the operations specified therein. The Cargo Record Book shall be kept in such a place as to be readily available for inspection and, except in the case of unmanned ships under tow, shall be kept on board the ship. It shall be retained for a period of three years after the last entry has been made. The Cargo Record Book with instructions shall be officially issued by the Administration or as an electronic record book (ERB) approved by the Administration. To order the books, please complete the publications order form using the link: [Order Publications](#).

For ERBs approved by the Administration, please refer to [List Of Approved Electronic Record Books \(ERBs\)](#).

- .9 **Shipboard Oil Pollution Emergency Plan (SOPEP) (Annex I, Regulation 37)** - as per, are to be carried on the vessel at all times. The SOPEP is to be approved either directly by this Administration or by a Recognized Organization on behalf of this Administration. Refer to [Marine Notice POL-003](#) for details.
- .10 **Shipboard Marine Pollution Emergency Plans (SMPEP) (Annex II, Regulation 17)** - as per, are to be carried on vessels certified to carry noxious liquid substances at all times. The SMPEP is to be approved either directly by this Administration or by a Recognized Organization on behalf of this Administration. Refer to [Marine Notice POL-003](#) for details.

- .11 **Ship to Ship Transfer (STS) Operations Plan** – Each oil tanker of 150 GT and above engaged in transfer of oil cargo between oil tankers at sea shall have on board a STS Operations Plan approved either directly by this Administration or by a Recognized Organization on behalf of this Administration. The Plan may form part of the ship’s Safety Management System (SMS). Refer to Marine Notice [POL-011](#) for details.
- .12 **Procedures and Arrangement Manual (Annex II)** - Every ship certified for the carriage of noxious liquid substances in bulk shall be provided with a Procedures and Arrangement (P&A) Manual approved by a Recognized Organization on behalf of this Administration.
- .13 **Oil Discharge Monitoring and Control System (ODMCS) Operational Manual** - Each oil tanker of 150 GT and above shall have on board an ODMCS Operational Manual approved either directly by this Administration or by a Recognized Organization on behalf of this Administration. Refer to Marine Notice [POL-015](#) for details.

2.2 Vessels should also have on board the following:

- .1 **Shipboard Oily Waste Pollution Prevention Plan** – Each ship to which the ISM Code applies should have on board a Shipboard Oily Waste Pollution Prevention Plan for the machinery space to support the environmental objectives required by the ISM Code. The Plan should contain measures in order to ensure proper oily waste disposal in accordance with relevant flag State and port State regulations. The measures could be directly incorporated in a shipboard oily waste pollution prevention plan or in the Safety Management System (SMS). (Refer to [MEPC.1/Circ.759](#), for guidelines in developing such a plan).

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