



Office of  
Deputy Commissioner  
of Maritime Affairs

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

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**Date: 10 August 2017**

**Marine Advisory: 07/2017**

**Subject: Tokyo MoU and Paris MoU Concentrated Inspection Campaign on Safety of Navigation for SOLAS Chapter V**

**Dear Shipowner/Operator/Master;**

The Tokyo MoU and Paris MoU regions will be conducting a Concentrated Inspection Campaign (CIC) for compliance with SOLAS Chapter V (Safety of Navigation) from 1 September 2017 to 30 November 2017.

The CIC will focus on installation and operation of ECDIS, voyage planning, and navigation equipment, including; AIS, VDR, Signal lamps, etc.

The Paris and Tokyo MoUs have prepared an MOU CIC questionnaire, enclosure (1), for their PSC inspectors to use during the CIC. It should be noted that if "No" is selected for questions 1, 2, 4, 5, 6, 9, 10 and 11 it is possible reason for detaining a ship, if the PSCO determines in his professional judgement that it is a serious deficiency.

The Administration has developed a pre-checklist based on the MOU questionnaire, enclosure (2), and CIC Guidance, enclosure (3), to assist owners, operators and their Masters in determining vessel compliance and if corrective action may be necessary, before the implementation of the CIC by the Paris and Tokyo MoUs.

Owners, operators and their Masters should be aware that other Port State MOUs may well implement a similar CIC during this period.

If you have questions, you may contact our Safety Division, Vienna, Virginia, USA, by calling: +1-703-790-3434 and asking for the Safety Division, or by email to [safety@liscr.com](mailto:safety@liscr.com)

Encl:

- 1) [Paris and Tokyo MoUs CIC questionnaire](#)
- 2) [Liberian Administration Pre-Checklist](#)
- 3) [Liberian Administration Guidance](#)

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## QUESTIONNAIRE CONCENTRATED INSPECTION CAMPAIGN ON SAFETY OF NAVIGATION (SOLAS CH.V) 2017

<b>Inspection Authority:</b>			
<b>Ship Name:</b>		<b>Flag:</b>	
<b>IMO Number:</b>		<b>Classification Society:</b>	
<b>Date of Inspection</b>		<b>Inspection Port:</b>	

No.	Item	Yes	No	N/A
Q.1*	Is ship's navigation equipment in accordance with its applicable safety certificate (SEC,PSSC, CSSC)? <b>(S74/CI/R12)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.2*	Does the ECDIS have the appropriate up-to-date electronic charts for the intended voyage and is there a suitable back-up arrangement? <b>(S74/CV/R19.2)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.3	Is there evidence that all watchkeeping officers comply with STCW requirements for ECDIS? <b>(STCW/A-II/1)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.4*	Can watchkeeping officers demonstrate familiarization with ECDIS? <b>(STCW/A-VIII/2)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.5*	Can ship's VDR/SVDR record data fully? <b>(S74/CV/R18)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.6*	Is second and/or third stage remote audible alarm of BNWAS recognized? <b>(S74/CV/R19.2.2)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.7	Is the ship's Automatic Identification System transmitting correct particulars? <b>(S74/CV/R19.2.4)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.8	Does the passage plan cover the whole voyage? <b>(S74/CV/R34,STCW/A-VIII/2)</b>	<input type="checkbox"/>	<input type="checkbox"/>	
Q.9*	Does all crew know and respect the official working language as established and recorded in the ship's logbook? <b>(S74/CV/R14)</b>	<input type="checkbox"/>	<input type="checkbox"/>	
Q.10*	Is the crew familiar with the procedure of emergency operation of steering gear? <b>(S74/CII-1/R29, S74/CV/R26)</b>	<input type="checkbox"/>	<input type="checkbox"/>	
Q.11*	Are the exhibition of navigation/signal lights in accordance with the requirements of COLREG72? <b>(COLREG72/CIII: S74/CII-1/R42.2/R43.2)</b>	<input type="checkbox"/>	<input type="checkbox"/>	
Q.12	Is the ship detained as a result of this CIC?	<input type="checkbox"/>	<input type="checkbox"/>	

Notes: If "No" is selected, for questions marked with an "\*" PSCO should use his/her professional judgement regarding the seriousness of the deficiency as to whether the ship may be considered for detention. The detail of any deficiencies including serious deficiencies, if any, should be appropriately entered on the PSC Report Form B.  
Where there is no box in the N/A column, then either box "Yes" or "No" should be selected as appropriate.

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Encl (2)



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**Pre-Checklist**

**Tokyo/ Paris MoU CIC for Safety of Navigation for  
SOLAS Chapter V**

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**Vessel Name** \_\_\_\_\_ **Vessel IMO #** \_\_\_\_\_ **Date** \_\_\_\_\_

No.	Item	YES	NO	N/A
1*	Is the Ship's navigation equipment in accordance with its applicable safety certificate (SEC, PSSC, CSSC)? (S74/CI/R12)			
2*	Does the ECDIS have appropriate up-to-date electronic charts for the intended voyage and is there a suitable back-up arrangement? (S74/CV/R19.2)			
3*	Is there evidence that all watch-keeping officers comply with STCW requirements for ECDIS? (STCW/A-II/1)			
4*	Can watch-keeping officers demonstrate familiarization with ECDIS? (STCW/A-VIII/2)			
5*	Can ship's VDR/SVDR record data fully? (S74/CV/R18)			
6*	Is second and/or third stage remote audible alarm for BNWAS recognized? (S74/CV/R19.2.2)			
7	Is the ship's Automatic Identification System transmitting correct particulars? (S74/CV/R19.2.4)			
8	Does the passage plan cover the whole voyage? (S74/CV/R34,STCW/A-VIII/2)			
9*	Does all crew know how to respect the official working language as established and recorded in the ship's logbook? (S74/CV/R14)			
10*	Is the crew familiar with the procedure of emergency operation of steering gear? (S74/CII-1/R29, S74/CV/R26)			
11*	Are the exhibition of navigation/signal lights in accordance with the requirements of COLREG72? (COLREG72/CIII: S74/CII-1/R42.2/R43.2)			
12	Is the ship detained as a result of this CIC			

Comments:

If "No" is selected for the questions marked with an \*, Port State Control Inspectors will use their professional judgement regarding the seriousness of the deficiency to determine if the vessel is to be detained.



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### **Guidance to Owners, Operators and Masters in preparing for the CIC for Safety of Navigation for SOLAS Chapter V**

The following guidance is intended to assist Owners, Operators and Masters in preparing for the CIC and potential PSC boardings relating to Safety of Navigation, meeting applicable requirements of the SOLAS Chapter V regardless of ship types.

#### **Question 1: Is the ship's navigation equipment in accordance with its applicable safety certificate (SEC, PSSC, CSSC)?**

Master shall confirm the validity of ship's safety equipment.

For all passenger ships and cargo ships of 500GT and upwards, verify by inspection if the navigation equipment is actually fitted in accordance with the records in the following certificates:

1. Record of Equipment the Passenger Ship Safety Certificate (Form P) Section 5;
2. Record of Equipment the Cargo Ship Safety Equipment Certificate (Form E) Section 3;
3. Record of Equipment the Cargo Ship Safety Certificate (Form C) Section 5.

If needed, the Masters should be prepared to draw to the attention of the PSCO that the CIC should not seek to duplicate the surveys carried out by the Recognized Organizations on behalf of Liberia.

#### **Question 2: Does the ECDIS have the appropriate up-to-date electronic charts for the intended voyage, and is there a suitable back-up arrangement?**

Master will check whether the ECDIS on board is endorsed in the S/E supplement. If endorsed, the following inspection should be carried out:

1. The chart information in ECDIS is the latest ENC/SENC standard edition. The information should be appropriate for the intended voyage and up-to-date.
2. Some ECDIS equipment may operate in the Raster Chart Display System (RCDS) mode, and the chart information should be RNC/SRNC. When in RCDS mode, the updated APC should be equipped on board for readily use.
3. An updated paper chart folio for the entire planned voyage is the acceptable back-up arrangement.
4. The ECDIS and back-up system are capable of performing the route planning and route monitoring.
5. The ECDIS is driven by main power and emergency power. If an electronic device is used as back up arrangement, the back-up power supply should be separated from the ECDIS, which means the

power should be supplied by separated switchboard (the main power may be supplied by two systems but should be distributed by different switchboards). (refer to Reg.42 and 44, Ch. II-1).

6. All ECDIS, including ECDIS used to provide an independent back-up arrangement, are loaded with the appropriate scale charts needed for all phases of the next voyage. The charts should be updated using the latest ENC and RNC chart updates and the latest notice to mariners available on board.

7. Records of all chart updates are kept in accordance with the procedures contained in the SMS and are complete, up-to-date and available on board.

8. The records of ECDIS software maintenance are complete, up-to-date and available on board.

9. If the ECDIS maker is not able to provide the upgrade to the new IHO standard by 31 August 2017, the vessel operator should contact the Administration.

10. The independent back-up arrangement used on board conforms to the details included in “Details of Navigational Systems and Equipment” in Record of Equipment for the Cargo Ship Safety Certificate (Form C) and Record of Equipment for the Cargo Ship Safety Equipment Certificate (Form E), or Record of Equipment for the Passenger Ship Safety Certificate (Form P), as applicable.

**Question 3: Is there evidence indicate that all Navigation Watch Officers meet the STCW requirements for ECDIS?**

The Master shall ensure the certification and qualification of the Navigational Officers on board shall comply with the requirements as follows.

1. The endorsement of ECDIS operation is recorded on their certificate of competency.
2. The requirements for ECDIS familiarization training and competence have been met by the officers using ECDIS on ships required to carry ECDIS.
3. Training and assessment in the use of ECDIS is not required for those who serve exclusively on ships not fitted with ECDIS and for those officers serving on ships where ECDIS is not used for navigation or voyage planning.
4. Officers carrying out navigational watchkeeping duties each hold a valid CoC issued in accordance with the STCW Convention, 1978, as amended, without any limitations concerning ECDIS.
5. Officers should be made aware that there has been some misinterpretation of the requirements of the STCW Convention, 1978, as amended, related to ECDIS by PSCOs and other third-party inspectors. In these cases, PSCOs and representatives from third-party inspection regimes have been requesting so-called ECDIS training course completion certificates, and suggesting that the documentary evidence should reference the applicable IMO model course; and prepared to advise that there is no basis within the STCW Convention, 1978, as amended, or IMO Procedures for Port State Control, 2011 (A.1052(27)), for PSCOs to require to see so-called ECDIS training course completion certificates. Any expansion of the inspection to review such documentation for this specific CIC question is not aligned with the requirements of the STCW Convention, 1978, as amended, and related IMO guidance (STCW.7/Circ.24/Rev.1).

A copy of STCW.7/Circ.24/Rev.1 is available on board to enable the Master to use the relevant IMO guidance, if necessary, to clarify the training requirements for ECDIS and provision of the documentation for verification by PSCOs.

6. A certificate of competency with an expiry date beyond 1 January 2017 with no limitation of ECDIS, should be accepted by the PSCO as prima facie evidence that the seafarer has met the standard of competence for using ECDIS. Masters should be prepared to remind PSCOs that there is no special or separate certificate related to ECDIS training required under the STCW Convention, 1978, as amended. Training related to ECDIS forms part of the CoC issued to officers carrying out navigational watch keeping duties.

7. For Liberian Seafarers, the notation may be on the Endorsement or in the Seafarer's Identification and Record Book as a Special Qualification.

**Question 4: Navigation Watch Officers to demonstrate familiarization with ECDIS?**

Navigation Watch keeping officers shall be able to demonstrate onsite operation and relevant records to show that they understand the functions and operation of installations/equipment and are familiar with handling them.

1. The Designated Person Ashore shall ensure that the SMS includes Company policies and procedures related to the responsible officer's familiarization with ECDIS installed on board and the officers are capable of monitoring and adjusting information which includes the vessel's position, sea area display, mode and orientation, chart data displayed, route monitoring, user created information layers, contacts (when interfaced with AIS and /or radar tracking) and radar overlay functions (when interfaced).

2. Masters are further advised that elements of an "assessment" could be guided by the knowledge, understanding and proficiency related to ECDIS stipulated by the STCW Convention, 1978, as amended, for officers in charge of a navigational watch on ships of 500 gross tonnage or more:<sup>1</sup>

A. Capabilities and limitations of ECDIS:

- Understanding of Electronic Navigational Chart (ENC) data, data accuracy, presentation rules, display options and other chart data formats.
- Knowledge of the dangers of over-reliance on ECDIS.
- Familiarity with the functions of ECDIS required by performance standards in force.

B. Operation, interpretation, and analysis of information obtained from ECDIS:

- Use of functions that are integrated with other navigation systems in various installations, including proper functioning and adjustment to desired settings.
- Safe monitoring and adjustment of information, including own position, sea area display, mode and orientation, chart data displayed, route monitoring, user-created information layers, contacts (when interfaced with AIS and/or radar tracking) and radar overlay functions (when interfaced).
- Confirmation of vessel position by alternative means.
- Efficient use of settings to ensure conformance to operational procedures, including alarm parameters for anti-grounding and safety depth, proximity to contacts and special areas, completeness of chart data and chart update status, and backup arrangements.
- Adjustment of settings and values to suit the present conditions; and
- Situational awareness while using ECDIS including safe water and proximity of hazards, set and drift, chart data and scale selection, suitability of route (refer to guidance provided under question 8), contact detection and management, and integrity of sensors.

**Question 5\* Can ship's VDR/SVDR record data fully?**

1. The Master shall ensure that:

- The type-approval certificate for the VDR or S-VDR is available on board.
- The certificate of compliance for the VDR or S-VDR issued following the most recent annual performance test is available on board.
- The VDR/SVDR annual performance test is carried out. VDR/SVDR annual performance test may be carried out within 3 months before or after the anniversary.
- The operations manual for the VDR or S-VDR is available on board.
- Records of maintenance of the VDR or S-VDR are available on board.

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<sup>1</sup> STCW table A-II/1

Encl (3)

- The VDR or S-VDR is operational with no active alarms.
  - Main and emergency power supplies are available.
2. The responsible deck officer shall be able to demonstrate that:
- VDR/SVDR is equipped in accordance with requirements of SOLAS convention and its amendments.
  - The power of the VDR/SVDR is provided by the ship's main source as well as emergency source of electrical power.
  - The number of alarms shown on the VDR/SVDR panel and what the alarms stand for (which could learn for the operation manual). Officer shall be able to verify the alarm indicated on panel while is well connected to the VDR/SVDR.
  - The VDR/SVDR is able to record data fully according to the date of keel laid and the date the VDR/SVDR is installed to ship and also refer to its annual performance test report.

### **Question 6\***

#### **Is the second and/or third stage remote audible alarms of BNWAS recognized?**

Master should check that:

1. Activating the reset function are only available in positions on the bridge giving proper look out and preferably adjacent to visual indications.
2. Security protection for BNWAS is properly kept. The means of selecting the Operational Mode and the duration of the Dormant Period (Td) should be given safety protection so that access to these controls is for the Master only.
  - During normal navigating, for the key control type, the key shall be kept by the captain.
  - For the password type: the password is known by captain only.
3. Considering different types of BNWAS, the Master and the OOW shall be familiar with different ways to initiate the reset function.
4. The OOW is able to demonstrate the operation of BNWAS, confirming the system is in normal working condition. Once the BNWAS went into operation, the second stage and / or the third stage remote audible alarm shall be activated when the first stage alarm had not been reset.
5. The responsible officers are able to check and ensure the BNWAS are powered from the ship's main power supply. The malfunction indication, and all elements of the Emergency Call facility, if incorporated, should be powered from a power backup battery.

### **Question 7**

#### **Is the ship's Automatic Identification System transmitting correct particulars?**

1. The Master shall ensure that
  - a. The type approved certificate for the AIS is on board.
  - b. AIS was subjected to an annual test. The AIS annual test should be in accordance with the survey requirements of the ship's applicable safety certificate and conducted within 3 months before or after each anniversary date of the Cargo Ship Safety Equipment Certificate.
2. The responsible officers shall be able to verify the correctness of the ship static and dynamic information, the substantial compliance with the practical condition of the ship.
  - Static information include: MMSI, Call sign & Name, IMO number, Length and beam, Type of ship and Location of position-fixing antenna on the ship.
  - Dynamic information to include: Ship's position with accuracy indication and integrity status, Time in UTC, Course over ground, Speed over ground, Heading, Navigational status.

Encl (3)

- Voyage related information include: Ship's draught, hazardous cargo (type), destination and ETA.
3. The responsible officers shall show that the navigation information is inputted and updated timely.
  4. The responsible officer shall be able to display and consider incoming safety-related messages and send safety-related messages as required.

### **Question 8**

#### **Does the passage plan cover the whole voyage?**

Master shall verify if the following respects were taken into consideration;

- The condition and state of the vessel, its stability, and its equipment; any operational limitations; its permissible draught at sea in fairways and in ports; its maneuvering data, including any restrictions.
- Any special characteristics of the cargo (especially if hazardous), and its distribution, stowage and securing on board the vessel.
- The provision of a competent and well-rested crew to undertake the voyage or passage.
- Requirements for up-to-date certificates and documents concerning the vessel, its equipment, crew, passengers or cargo.

The following matters should be reviewed by the Officer Responsible for updating the charts and maintenance of the navigation records:

- The voyage plan has been made and is approved by the Master,
- If the voyage plan has been prepared covering the entire voyage from the port of departure to the first port and effectively executed.
- Safe routes are identified and plotted on official, adequate<sup>2</sup> and up-to-date ENCs or RNCs and/or paper charts, as necessary. This should include, but is not limited to:
  - A route which passes clear of charted hazards and complies with routing measures.
  - A cross-track distance appropriate to the phase of the voyage and size and maneuvering characteristics of the ship.
  - Safety depths and safety contours, taking into account under-keel clearance requirements.
  - Identification of hazardous areas in the vicinity of the route.
- Evidence that the plan highlights areas where specific fixes or fix frequencies would be expected.
- The passage plan collects all relevant information concerning the intended voyage.
- The passage plan is planned with adequate and appropriate charts and other publications.
- The passage plan is clearly marked on charts. For ships where an ECDIS is solely being used for navigation, route planning and route monitoring in ECDIS should be verified.
- Any change to the plan is made, clearly marked and recorded by officers engaged in navigational watch.

### **Question 9\***

#### **Does all crew know and respect the official working language as established and recorded in the ship's logbook?**

1. The Master shall ensure the working language is established and recorded in the ship's log-book.
2. Safety, security, environmentally critical information, procedures and documentation are available or posted, as required, in the working language and English, as appropriate.

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<sup>2</sup> Particular attention should be paid to ensuring that the available ENCs or RNCs and/or paper charts, as necessary, cover the whole berth to berth voyage and are of an appropriate scale (berthing, harbour, approach, coastal and general) for the voyage phase.



Encl (3)

3. Each seafarer must be able to demonstrate that they understand and, where appropriate, give orders, instructions and report back in working language.
4. Officers will need to demonstrate that they can conduct ship - shore communication in English (working language on bridge). English is used on the bridge as the working language for bridge-to-bridge and bridge-to-shore safety communications, as well as for communications on board between the pilot and bridge watchkeeping personnel, unless those directly involved in the communication speak a common language other than English.
5. In cases where the working language of the ship is not English, seafarers with duties that involve bridge-to-bridge and bridge-to-shore safety communication, or communicating with pilots (i.e. bridge watchkeeping personnel) are able to communicate in English.
6. The Ship's Safety Officer shall check the training manual, the fire safety operational booklet, garbage management plan, garbage placard, security plan, etc. on board to confirm they are written in the ship's working language.
  - The ship may likely be detained if her crew were found unable to communicate effectively in working language.

Encl (3)

**Question 10\***

**Is the crew familiar with the procedure of emergency operation of steering gear?**

1. The Designated Person Ashore and the Master shall ensure that the procedures in the SMS comply with the test, check and drill requirements in SOLAS regulation V/26.
2. The Master shall check the records to ensure the steering gear was checked and tested by the ship's crew at least 12 hours before departure.
  - This will include a record stating the full movement of the rudder according to the required capabilities of the steering gear.
  - A visual inspection for the steering gear and its connecting linkage.
  - The operation of the means of communication between the navigation bridge and steering gear compartment.
3. The Master will confirm there is a record of the emergency steering drills which are to take place at least once every three months. The drills include direct control within the steering gear compartment, communications procedure with the navigation bridge and, where applicable, the operation of alternative power supplies.
4. Master and duty officers are to be familiar with the procedures for changing from local steering gear control to remote steering gear control.
5. Simple operating instructions with a block diagram showing the change-over procedures for remote steering gear control systems and steering gear power units permanently displayed on the navigation bridge and in the steering compartment.
6. Crew must be able to demonstrate each alarm of steering gear.
7. Crew must be able to demonstrate emergency steering operation to check the degree of familiarity.

**Question 11: Are the exhibitions of navigation/ signal lights in accordance with the requirements of COLREG 72?**

The ship should be equipped with navigation/ signal lights including masthead light, sidelights, stern light, towing light, all-round light, flashing light and maneuvering lights, etc., as required by INTERNATIONAL REGULATIONS FOR PREVENTING COLLISION AT SEA, 1972 (COLREGs) to indicate the state or nature of the ship. A daylight signaling lamp, or other means, should be equipped on ships of 150 gross tonnage and upwards and passenger ships irrespective of size constructed on or after 1 July 2012, using an energy source of electrical power not solely dependent upon the ship's power supply.

The Master and responsible officers are to;

1. Ensure that navigational/signal lights are in normal working condition. The vertical positioning, horizontal positioning, sector and spacing of lights of navigation/ signal lights shall keep ready for inspection.
2. The navigational/signal lights are supplied by main power and emergency power.
3. The daylight signaling lamp is available, operational and provided with a source of electrical power which is not solely dependent upon the ship's power supply.
4. Where a battery is used to provide power to daylight signaling lamps, the battery should be charged and ready for use.
5. Appropriate day shapes are available on board so that it is at least possible to indicate that the ship is not under command, restricted in ability to maneuver, constrained by draught, aground and at anchor.

**Question 12: Is the ship detained as a result of this CIC?**

Encl (3)

Should the vessel be detained, the details of any deficiencies must be recorded by the PSCO and provided to the Master. The Master shall notify the Designated Person Ashore who in turn is to notify the Administration and the Recognized Organization.

We have found that if the company reports a problem with any required equipment on board to the Port State and the Administration, and provides a corrective action plan, the Port State will require a repair before departure, but will not detain the vessel.

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