RUSSIAN MARITIME REGISTER OF SHIPPING

CIRCULAR LETTER **No. 340-22-**1116c dated 27.03.2018

Re: amendments to the Guidelines on Technical Supervision of Ships in Service, 2018, ND No. 2-030101-009-E in connection with the procedures for retainment and suspension of class during the ship survey, as well as the provisions on issue of the survey results

Item(s) of technical supervision: Ships in service

Implementation:	Valid till:	Validity extended till:
From the date of publication	**31.12.2018**	

Cancels / ~~amends/ supplements~~ Circular Letter No. **340-22-1059c** dated **17.11.2017**

Number of pages: 1+5

Appendix(-ces): text of amendments to Part I "General Provisions" and Part II "Carrying out Classification Surveys of Ships"

Director General K.G. Palnikov

We hereby inform that in connection with the experience gained and in order to improve the procedure for retainment and suspension of class of ships during surveys, as well as the provisions on the survey results drawing up, the Guidelines on Technical Supervision of Ships in Service, 2018, ND No. 2-030101-009-E, shall be amended as specified in the Appendix to the Circular Letter.

Brief annotation of amendments to be introduced:

1. The provisions on the mandatory registration of intermediate results of the survey which to be made by the surveyor during every attendance of the ship (Section 6, Part I "General Provisions") have been introduced.
2. The terms related to the possibility of retaining the ship class during surveys (code 16) have been brought in compliance with IACS PR1C.
3. The provisions on the possibility of retaining the class during the bottom survey being an integral part of the special, intermediate or annual survey have been specified.
4. The requirements for the submission dates to RHO and for the contents by the RS Branch Office request on imposing the ship to class status code 16 have been specified.
5. The requirement for notifying the shipowner while imposing the ship to class status code 16 has been introduced.
6. The conditions of the class validity have been specified for the ship to which code 16 has been applied.
7. Editorial amendments have been made.

The above amendments will be introduced to the Guidelines during its republication.

It is necessary to do the following:

1) Familiarize the RS surveyors and interested organizations in the area of the RS Branch Offices' activity with the content of the Circular Letter.

2) Apply provisions of the Circular Letter during surveys of ships in service.

List of amended and introduced paras/chapters/sections of ND (to be specified in the List of Circular Letters Amending/Supplementing Normative Document (form 8.3.36)):

Part I "General Provisions": Paras 6.1, 6.2, 6.3;

Part II "Carrying out Classification Surveys of Ships": paras 4.1.1.1, 4.1.3.1.6, 4.2.2.1, 4.2.2.1, 4.2.3.1, 4.2.4.1, 4.2.4.3, 4.2.5.1, 4.2.5.3 – 4.2.5.6, 4.2.9, table 8.2.5.

Person in charge: S.E. Panfilov Department 341 +7 (812) 605-05-59

"Thesis" System No. 18-9412

Appendix to Circular Letter

No.340-22-1116c

dated 27.03.2018

GUIDELINES ON TECHNICAL SUPERVISION OF SHIPS IN SERVICE,2018,

ND No. 2-030101-009

PART I. GENERAL PROVISIONS

Section 6 DOCUMENTS ISSUED

Para 6.1. The second paragraph shall be amended to read:

"**6.1...**Scope and number of the Register documents, their application, procedure for drawing up, issuance and submittal can be found in the Procedure for Application of the RS Document Forms Issued During the RS Technical Supervision".

Paras 6.2 and 6.3 shall be amended to read:

"**6.2** Survey results shall be recorded by the Surveyor in relevant reports and check-lists. By his records in reports and other documents the Surveyor shall confirm only what he saw and examined during the survey. None of the Register documents can be issued to the ship without performance of a relevant survey except for the cases related to replacement of document as decided by RS and/or Flag State MA, issue of duplicate documents as requested by the shipowner.

6.3 The final statement on survey using the check-list of the STORM system (Form 6.1.03) or a report under the appropriate form, issued to the ship, serve as a basis for issuance, endorsement, extension or retainment of the relevant certificates.

During survey, the Surveyor shall record the results of examinations, inspections and tests performed with respect to items of technical supervision in reports on survey of the ship (Form 6.3.10) drawn up at each ship attendance, or in Record Book of Technical Supervision during survey of ship under repair (Forms 6.3.48r or 6.3.48e) drawn up for supervision during repair of the ship according to Section 3, Part II "Carrying out Classification Surveys of Ships".

The documents drawn up based on survey results (reports and check-lists) shall include sufficiently detailed description of the scope of survey carried out, results of measurements and tests, records of any malfunctions, damage and defects, repairs, replacements, technical condition of the supervised item by the end of survey."

PART II. CARRYING OUT CLASSIFICATION SURVEYS OF SHIPS

Section 4 PROCEDURE FOR SUSPENSION, WITHDRAWAL, REINSTATEMENT AND REASSIGNMENT OF RS CLASS

Para 4.1.1.1. The third paragraph shall be amended to read:

"The Procedure fully takes into consideration the provisions of IACS Procedural Requirement 1C.".

Para 4.1.3.1.6. The reference to "4.2.9.11" shall be replaced by the reference to "4.2.9".

Para 4.2.1.1 shall be amended to read:

"**4.2.1.1** The Classification Certificate shall expire, and classification shall be automatically suspended from the certificate expiry date in the event that:

the Special Survey has not been completed or is not under attendance for completion prior to resuming trading, by the due date; or

the Special Survey has not been completed or is not under attendance for completion prior to resuming trading, by the expiry date of extension granted in 4.2.1.2.

The ship class status in case of class suspension shall be transferred to code 22 "Class suspended (survey overdue)".

Para 4.2.2.1 shall be amended to read:

"**4.2.2.1** The Classification Certificate shall become invalid, and classification shall be automatically suspended if the Annual Survey has not been completed within three (3) months of the due date of the annual survey, unless the ship is under attendance for completion of the Annual Survey. The ship class status in case of class suspension shall be transferred to code 22 "Class suspended (survey overdue).".

Para 4.2.3.1 shall be amended to read:

"**4.2.3.1** The Classification Certificate shall become invalid, and classification shall be automatically suspended if the Intermediate Survey has not been completed within three (3) months of the due date of the third annual survey, unless the ship is under attendance for completion of the Intermediate Survey. The ship class status in case of class suspension shall be transferred to code 22 "Class suspended (survey overdue).".

Para 4.2.4.1 shall be amended to read:

"**4.2.4.1** The Classification Certificate shall become invalid, and classification shall be automatically suspended if the bottom survey of the ship (except for cases specified in 4.2.4.3) or shafting or main AMSS survey is not completed within the specified terms. The ship class status in case of class suspension shall be transferred to code 22 "Class suspended (survey overdue).".

Para 4.2.4.3 shall be amended to read:

"**4.2.4.3** The ship class may not be suspended if at the moment of expiry of the due date, the ship is under attendance for completion of the bottom survey being an integral part of the special, intermediate or annual survey. In this case the ship class status shall be transferred to code 16 "Class valid, the ship is under survey" (refer to 4.2.9).

Para 4.2.5.1 shall be amended to read:

"**4.2.5.1** The Classification Certificate shall become invalid, and classification shall be automatically suspended if survey of the items of technical supervision in compliance with the continuous survey list attached thereto is not completed within the due terms. In this case the ship class status shall be transferred to code 22 "Class suspended (survey overdue).".

Para 4.2.5.3 shall be deleted. Existing **Paras 4.2.5.4, 4.2.5.5, 4.2.5.6** shall be renumbered **4.2.5.3, 4.2.5.4, 4.2.5.5**, accordingly.

Para 4.2.9 shall be amended to read:

"4.2.9 Ship class status during survey

4.2.9.1 The ship class during any survey shall remain valid before the prescribed date (considering the granted extension), after which the ship class shall be suspended (refer to 4.2.1 — 4.2.6).

4.2.9.2 If surveys specified in 4.2.1.4, 4.2.2.3, 4.2.3.3 and 4.2.4.3 are commenced but not yet completed upon expiry of the prescribed term, the ship class may not be suspended. In this case the ship class status shall be transferred to code 16 "Class valid, the ship is under survey" (hereinafter referred to - code 16) in compliance with the following provisions.

4.2.9.3 Code 16 is applicable to all ships except:

.1 ships with the imposed special surveillance regime (SSR);

.2 ships under major conversion. The conversion (major/minor) shall be determined by RHO in each particular case upon the request by the RS Branch Office carrying out the survey.

4.2.9.4 Code 16 is applicable during following surveys:

.1 during special survey - from the last date of classification certificate validity considering the granted extension, if applicable (refer to 4.2.1.1);

.2 during annual and intermediate surveys - from the last date of the due survey "window" (refer to 4.2.2.1, 4.2.3.1);

.3 during bottom survey being an integral part of the special, intermediate or annual survey - from the last date of the due term (refer to 4.2.4.1 and 4.2.4.3);

.4 during surveys specified in 4.2.9.4.1 — 4.2.9.4.3 commenced or resumed after the end of force majeure in compliance with 4.2.7.9 - from the date of overdue survey.

4.2.9.5 Imposing the ship into the ship class status to code 16 shall be carried out by RHO. The RS Branch Office carrying out the ship survey shall send the required request to RHO and its copy to the RS Branch Office for in-service supervision not earlier than three (3) working days but not later than one (1) working day prior to the prescribed date of ship survey completion. The request shall include the following:

.1 confirmation that the ship survey is commenced before the prescribed date and the ship is actually under attendance for completion of the survey;

.2 dates of survey commencement and last Surveyor's attendance specified in the Reports on Survey of the Ship and/or Record Book of Technical Supervision During Survey of Ship Under Repair with copies thereof attached;

.3 the expected date of completing the ship survey;

.4 a copy of the shipowner's request on retaining the class of the ship under survey specifying the causes of untimely ship survey completion.

4.2.9.6 The RHO shall advise the RS Branch Office carrying out the survey and the RS Branch Office for in-service supervision on the results of reviewing the request on transferring the ship class status to code 16.

4.2.9.6.1 In case of satisfactory results of the RHO issue review, the RS Branch Office carrying out the ship survey shall within one working day forward the Notice on transfer of the ship class status to code 16 in compliance with Regulations for Registration of Ships and Offshore Installations.

While imposing the ship class status to code 16, the RS Branch Office for in-service supervision shall inform the shipowner in writing of invalidity of the Classification

Certificate and other certificates, if applicable (considering provisions of 4.2.9.12) from the date of expiry of the due term of completion of the appropriate survey as well as of conditions of retainment of ship class during the survey (refer to 4.2.9.7) and conditions of its suspension (refer to 4.2.9.10).

4.2.9.6.2 In case of unsatisfactory results of the RHO issue review, the RS Branch Office for in-service supervision shall within 1 (one) working day send the Notice on transfer of the ship class status to code 22 "Class suspended (survey overdue)" (refer to 4.2.1 — 4.2.4) in compliance with Regulations for Registration of Ships and Offshore Installation.

The shipowner and Flag State MA shall be informed of class suspensions in accordance with provisions in 4.9.

In this case, the survey shall be continued in compliance with the procedure for a ship's class reinstatement (refer to 4.6).

4.2.9.7 The class of the ship to which the code 16 is applied during surveys listed in 4.2.9.4 shall be valid for a period given in 4.2.9.8 (considering 4.2.9.11) provided that the ship is not operated as intended and is actually under attendance for completion of the survey assuming that the ship is attended by the RS Surveyor to perform the scheduled inspections and examinations as prescribed by the Rules for the appropriate type of survey.

4.2.9.8 Code 16 shall be assigned for a term not exceeding 90 calendar days. For atomic ships application of code 16 may exceed 90 calendar days in case of long-term repair determined by scheduled maintenance on replacement of nuclear unit radiation zone and/or performance of operations required for prolongation of main equipment life. For atomic ships duration of application of code 16 may not exceed 12 months.

Prolongation of code 16 is not allowed.

4.2.9.9 Duration of code 16 application to the ship class status shall be monitored by the RS Branch Office for in-service supervision. Information shall be posted in the RS internal website (Section "Reports on "Fleet" database") in the "List of ships under survey" report.

4.2.9.10 The class of the ship under survey with application of code 16 shall be suspended by the RS Branch Office for in-service supervision if:

.1 conditions given in 4.2.9.7 are not complied with; or

.2 the survey carried out has not been completed within the term specified in 4.2.9.8.

In this case the ship class status shall be transferred to code 22 "Class suspended (survey overdue)" from the date of expiry/extension of the prescribed survey.

4.2.9.11 If passage of the ship under survey with code 16 is required to a new place where incomplete survey shall be continued/completed due to objective reasons, the following guidelines shall be used:

.1 the completed scope of survey shall be issued as "incomplete survey" (refer to 6.3.13 of the Procedure for Application of the RS Document Forms During Technical Supervision);

.2 ship passage to the new place of survey shall be considered as passage in compliance with Section 8, Part II "Carrying out Classification Surveys of Ships" of the Guidelines;

.3 the ship class during passage shall be suspended with change of class status code from 16 to 22 "Class suspended (survey overdue)" from the date of completion of the survey prior to passage;

.4 upon completion of passage, the class status may be reinstated to code 16 from the date of passage completion for a term not exceeding 90 calendar days from the date of introduction of ship class status code 16 "Class valid, the ship is under survey" until passage without considering the passage period under the following conditions:

the provisions of Section 8, Part II "Carrying out Classification Surveys of Ships" of the Guidelines are complied with;

the shipowner shall immediately (within 24 hours after completing the passage) apply to complete the survey.

4.2.9.12 For the ships with applied class status code 16, classification and statutory certificates shall become invalid. When assigning the terms of surveys and issuing documents, the guidance of 1.7.7 and 1.7.10, Part III "Survey of ships in compliance with International conventions, codes, resolutions and Rules for the Equipment of Sea-Going Ships" shall be followed.".

8 PASSAGES AND TOWING

Table 8.2.5. Reference [4] shall be amended to read:
"[4] For the passage of a ship during the survey (class status code 16), the appropriate provisions of 4.2.9, Part II "Carrying out classification surveys of ships" shall be additionally applied.".