



To: RECOGNIZED ORGANIZATIONS AND RECOGNIZED SECURITY ORGANIZATIONS

Reference: Reporting on Statutory Surveys and Certification Status to IMMARBE

Issuance Date: 21 August 2023

MSN Superseded: MSN-0013
ISSUE DATE: 21 August 2023

Revision No.: N/A

INTRODUCTION

The International Merchant Marine Registry of Belize (IMMARBE) in compliance with the Code for Recognized Organizations (RO Code) adopted by the International Maritime Organization through Resolution MSC.349(92) and Resolution MEPC.237(65) specifically in Regulation 3.9.2 regarding Communication/Cooperation with Flag State decided to set up a reporting procedure on Statutory Surveys and Certification Status by Recognized Organizations (ROs) and Recognized Security Organizations (RSOs).

PURPOSE

The purpose of this notice is to bring these instructions to the attention of all Recognized Organizations (ROs) and Recognized Security Organizations (RSOs) authorized to act on behalf of Belize on the reporting requirements for the statutory survey and certification status of Belize registered ships with the ultimate intention to avoid **overdue surveys and the possibility to have vessels trading with expired certificates.**



CONTENT

All Recognized Organizations (ROs) and Recognized Security Organizations (RSOs) shall submit the following notifications to IMMARBE's Technical Department:

1. Before rendering any service to a Belize registered ship, the RO/RSO must submit a request for authorization. This request should contain the list of certificates to be issued on behalf of Belize along with the scope of survey. The RO/RSO cannot render any service prior to receiving an official authorization.
2. When an Initial or Renewal survey has been conducted and a Short-Term or Interim Certificate is issued, a written confirmation in a period no longer than thirty (30) days after the date of issuance shall be sent, along with copies of all certificates issued.
3. In cases where a Full-Term Certificate cannot be issued prior to the expiration date of the Short-Term or Interim Certificate, a prompt notification with at least twenty (20) days before the expiration date of the Short-Term or Interim Certificate shall be sent to the Technical Department allowing IMMARBE to take preventive measures.
4. When Full-Term Certificates are issued, a written confirmation in a period no longer than thirty (30) days after the date of issuance shall be sent, along with copies of all certificates issued.
5. When Annual/Periodical/Intermediate surveys are completed, a written confirmation shall be sent in a period no longer than thirty (30) days after the date of endorsement, along with copies of all certificates endorsed.
6. In cases where a Recognized Organization and/or Recognized Security Organization cannot arrange to conduct a Renewal/Annual/Periodical/Intermediate survey within the window, rendering the certificates invalid, a prompt notification with at least twenty (20) days before the expiration date of the Short-Term or Interim Certificate shall be sent allowing IMMARBE to take preventive measures.
7. In cases where a Recognized Organization and/or Recognized Security Organization suspends or withdraw the certification of a vessel due to overdue surveys or outstanding recommendations, a notification shall be sent as soon as the certificate becomes invalid.

In addition to the above instructions, Recognized Organizations and Recognized Security Organizations are also instructed not to conduct any overdue survey nor to extend any statutory certificate beyond the stipulated period of validity without requesting an authorization to IMMARBE's Technical Department. For these cases, IMMARBE's Technical Department will proceed in accordance with regulation 5.6 "Revalidation of Certificates" and regulation 5.9 "Recommended Conditions for extending the period of validity of a certificate" of the latest edition of the IMO Resolution regarding "Survey Guidelines under the Harmonized System of Survey and Certification (HSSC)."



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Having considered these instructions, all notifications should be sent to IMMARBE's Technical Department by means of an email to technicalservices@immarbe.com containing all information required in this notice. Submission of certificates can be done either in electronic format or through a link with proper access and instructions on how to download all certificates using the RO/RSO web-based platform.

ACTIONS REQUESTED

This Administration would like to urge all Recognized Organizations and Recognized Security Organizations to take note of the contents of this Notice and to ensure its provisions are enforced.

IMMARBE anticipates your cooperation and assistance.

The Notice was issued in Belize city, Belize 21 August 2023

A blue ink signature of Eng. Eduardo Simon.

Eng. Eduardo Simon
Technical Manager
IMMARBE



A blue ink signature of Annette Garel (Mrs.).

Annette Garel (Mrs.)
Senior Deputy
Registrar IMMARBE