



REQUEST FOR SURVEY TOWARDS CLASS ENTRY/ CHANGE OF FLAG/CHANGE OF STATUTORY CERTIFICATION WITHOUT CHANGE OF FLAG OF AN EXISTING VESSEL

- | | | |
|----|--|--------------------------|
| 1) | CLASSIFICATION SURVEY | <input type="checkbox"/> |
| 2) | CHANGE OF FLAG SURVEY | <input type="checkbox"/> |
| 3) | CHANGE OF STATUTORY CERTIFICATION WITHOUT CHANGE OF FLAG | <input type="checkbox"/> |
- (tick as appropriate)

This request for services is made on the basis that we accept IRS's Rules and Regulations for the Classification of Ships and the terms and conditions mentioned in this form. We request that the following vessel be surveyed for classification and/ or statutory certification. We agree to provide safe working environment and to give the Surveyor(s) all necessary facilities, access to vessel's plans and documents and safe and adequate access to carry out their duties effectively. We also agree to pay the survey fees, Administrative Fees as notified by the Flag Administration, costs incurred by IRS to receive vessel's plans/document from current Classification Society when authorised, travelling and other expenses which may be incurred by the Surveyors in connection with the Survey and any taxes/statutory levies which may be applicable.

Name of the Vessel:		Present name:	IMO Number
		To be renamed as (in case of change of name):	
Current Classification Society			Current Class Notation:
Vessel to be classed as:			Class Notation requested:
<input type="checkbox"/> single <input type="checkbox"/> dual <input type="checkbox"/> double			
Present Flag:	Proposed Flag:	Sister Ship/s if any:	
<p>(i) In accordance with the IACS Transfer of Class Agreement, we authorize you to obtain from the current Classification Society the classification survey status indicating any overdue surveys or outstanding conditions/recommendations for the subject vessel <input type="checkbox"/> Yes/ <input type="checkbox"/> No/ <input type="checkbox"/> NA</p> <p>(ii) We agree to provide all the Plans and Documents required for Classification/Statutory certification <input type="checkbox"/></p>			
<p>Note: a) Kindly provide the list of Products/Cargoes to be included in the IBC/IGC/IMSBC/IMDG/NLS certificates. b) ESP planning document will be required for ESP vessels in case of major surveys at Class Entry (refer Class Rules)</p>			

CURRENT OWNER AND ADDRESS: E-mail: Tel/Mob. No.:	
CURRENT MANAGER AND ADDRESS: E-mail: Tel/Mob. No.:	
PROSPECTIVE OWNER AND ADDRESS: E-mail: Tel/Mob. No.:	
PROSPECTIVE MANAGER AND ADDRESS: E-mail: Tel/Mob. No.:	
INVOICING ADDRESS: E-mail: Tel/Mob. No.:	



In addition we request that the following statutory certificates as applicable be issued:

STATUTORY CERTIFICATION:			
Certificates / Statements of Compliance to be issued on behalf of the Statutory Authority and voluntary certificate to be issued at owners request. <i>[Please tick (✓) as applicable]</i>			
A. Ballast Water Management	H. MARPOL Annex II (Noxious)	HSC Code	<input type="checkbox"/>
Ballast water management	<input type="checkbox"/> LHNS	<input type="checkbox"/> International Bulk Chemicals Code	<input type="checkbox"/>
Ballast water management Voluntary compliance	<input type="checkbox"/> NLS	<input type="checkbox"/> International Gas Carrier Code	<input type="checkbox"/>
B. Crew Accommodation	LHNS Voluntary Compliance	<input type="checkbox"/> MODU Code	<input type="checkbox"/>
ILO 133 Crew Accommodation	<input type="checkbox"/> NLS Voluntary Compliance	<input type="checkbox"/> IMSBC Code	<input type="checkbox"/>
ILO 92 Crew Accommodation	<input type="checkbox"/> I. MARPOL Annex IV (Sewage)	IMDG Code	<input type="checkbox"/>
ILO MLC 2006	<input type="checkbox"/> International Sewage Pollution Prevention	<input type="checkbox"/> OSV Code	<input type="checkbox"/>
ILO MLC 2006 (voluntary)	<input type="checkbox"/> International Sewage Pollution Prevention Voluntary Compliance	<input type="checkbox"/> Diving Support system	<input type="checkbox"/>
National Rules of Flag	<input type="checkbox"/> J. MARPOL Annex VI	DOA (Grain)	<input type="checkbox"/>
C. Load line	International Air Pollution Prevention	<input type="checkbox"/> Polar Code	<input type="checkbox"/>
International Load line	<input type="checkbox"/> International Air Pollution Prevention Voluntary Compliance	<input type="checkbox"/> Hong Cong convention-Inventory of Hazardous Materials	<input type="checkbox"/>
International Load line Exemption	<input type="checkbox"/> International Energy Efficiency Certificate	<input type="checkbox"/> Ready for Recycling	<input type="checkbox"/>
Load line Voluntary compliance	<input type="checkbox"/> Statement of compliance - fuel oil consumption reporting	<input type="checkbox"/> Others (Please specify)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
India Load line	<input type="checkbox"/> K. Tonnage	N. VESSELS BELOW CONVENTION SIZE OR SUBJECT TO FLAG SPECIFIC RULES (Indian Flag)	
D. SAFCON	International Tonnage (1969)	<input type="checkbox"/> Cargo Ship Construction	<input type="checkbox"/>
Cargo Ship Safety Construction	<input type="checkbox"/> Suez Canal Tonnage	<input type="checkbox"/> Cargo Ship Equipment	<input type="checkbox"/>
SAFCON Voluntary compliance	<input type="checkbox"/> Panama Canal Tonnage	<input type="checkbox"/> Cargo Ship Radio	<input type="checkbox"/>
E. SEQ	Indian Tonnage	<input type="checkbox"/> Indian Sewage Pollution Prevention	<input type="checkbox"/>
Cargo Ship Safety Equipment	<input type="checkbox"/> Voluntary Tonnage (ITC 69)	<input type="checkbox"/> Indian Oil Pollution Prevention	<input type="checkbox"/>
SEQ Voluntary compliance	<input type="checkbox"/> L. Passenger Ship	River Sea Vessel type Type - 1 <input type="checkbox"/> , 2 <input type="checkbox"/> , 3 <input type="checkbox"/> , 4 <input type="checkbox"/>	<input type="checkbox"/>
F. SRT	Passenger Ship Safety	<input type="checkbox"/> Indian Coastal Vessel Safety	<input type="checkbox"/>
Cargo Ship Safety Radio	<input type="checkbox"/> Passenger Ship Safety (Govt. of India)	<input type="checkbox"/> Indian Coastal Vessel Pollution Prevention	<input type="checkbox"/>
SRT Voluntary compliance	<input type="checkbox"/> Special Trade Passenger Ship	<input type="checkbox"/> Others (Please specify)	<input type="checkbox"/>
G. MARPOL Annex I (OIL)	M. MISCELLANEOUS	<input type="checkbox"/>
International Oil Pollution Prevention	<input type="checkbox"/> Anti Fouling System	<input type="checkbox"/>
International Oil Pollution Prevention Voluntary Compliance	<input type="checkbox"/> Special Purposes Ships Safety certification (SPS)		



O. VESSELS OF BELOW CONVENTION SIZE OR SUBJECT TO FLAG SPECIFIC RULES (OTHER THAN INDIAN FLAG) (Please Specify)

.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is Vessel OIL TANKER,(above 10 Years) or BULK CARRIER (CSR) (above15 years): Yes No
 If yes, and if vessel Renewal survey is due within 3 months, required plans for **Longitudinal strength calculation** to be submitted.
Services related to Vessel Emergency Response System required
Electronic Certificates are acceptable (refer annexure)

Whether vessel required ISM Audit , ISPS Audit , MLC Inspections

(Note: For ISM/ ISPS/ MLC audit request, separate Contract Review Forms are also to be filled up. Contract review forms are available in www.irclass.org)

VESSEL INFORMATION:

Ship / Vessel Type	Builder and yard number	Date of build	Date of Major Modification
Description of main propulsion arrangement	Gross Tonnage	Deadweight	Max Service Speed (knots)
Material of hull (if not steel)	Length overall/BP(m)	Breadth extreme / moulded (m)	Draught max(m)
			Installed Propulsion power (kW)

Terms And Conditions

- 1) All the applicable requirements of the applicable class and conventional Rules & Regulations will be complied with.
- 2) A set of "As Fitted" plans of hull and machinery is to be submitted at the earliest.
- 3) " Whilst Indian Register of Shipping, a Classification Society, along with its subsidiaries and associates (hereinafter referred to as the Society) and its Board/Committees use their best endeavors to ensure that the functions of the Society are properly carried out, in providing services, information or advice neither the Society nor any of its servants or agents warrants the accuracy of any information or advice supplied. Except as set out herein neither the Society nor any of its servants or agents (on behalf of each of whom the Society has agreed this clause) shall be liable for any loss damage or expense whatever sustained by any person due to any act or omission or error of whatsoever nature and however caused of the Society, its servants or agents or due to any inaccuracy of whatsoever nature and howsoever caused in any information or advice given in any way whatsoever by or on behalf of the Society, even if held to amount to a breach of warranty. Nevertheless, if any person uses services of the Society, or relies on any information or advice given by or on behalf of the Society and suffers loss damage or expenses thereby which is proved to have been due to any negligent act omission or error of the Society, its servants or agents or any negligent inaccuracy in information or advice given by or on behalf of the Society then the Society will pay compensation to such person for his proved loss up to but not exceeding the amount of the fee charged by the Society for that particular service, information or advice.
 Any notice of claim for loss, damage or expense, as referred to above, shall be made in writing to the Society's Head Office within six months of the date when the service, information or advice was first provided, failing which all the rights to any such claim shall be forfeited and the Society shall be relieved and discharged from all liabilities."
- 4) IRS renders all its services with complete confidentiality in respect of its client's technical and commercial data in totality. Disclosure of all such information is subject to the written consent from the owner of the information subject to applicable legal and statutory requirements and obligations.

I have read and agreed for/on behalf of the owner/ manager, to the terms and conditions.
(See above)

Name in BLOCK CAPITALS:
Place and Date :

Signature & Official Stamp



FOR IRS USE ONLY

Date of Receipt of SRF in H.O.:		Review of Request (R.O.R) dated:	
Signature: H.O.D (Class) Date:	Remarks:		
Signature: H.O.D (Stat) Date:	Remarks:		
Signature: H.O.D (Plan Approval) Date:	Remarks:		
Signature: D.H. (STS) Date:	Remarks:		

Record of Amendments to Survey Request for Classification/Certification for Existing Vessel

Sr. No.	Date	Detail of Amendment	Reference	Acceptance Endorsement	Date amended scope of survey communicated to survey station

Notes:

1. The above table is to be used to record all changes to Survey Request
2. Column "Reference":
 - a. In case of verbal amendment, record the date of discussion and the names of the persons agreeing to the amendment.
 - b. In case of written communication, the letter number & date.
3. Column "Acceptance Endorsement":
 - a. Must be signed by the relevant departmental heads or his authorised representative, at the Head Office.
4. A copy of this amendment sheet, duly signed off as above, must be maintained at Head Office.

Exemption from administration (if any):



Annexure to SRF
Service related to issuance of Electronic Certificate

1. General

1.1 Overview

IRS electronic certificates service fulfils the following:

- Compliance to the “Guidelines for the Use of Electronic Certificates” (FAL.5/Circ.39/Rev.2) issued by IMO Facilitation (FAL) Committee.
- E-certificates are stored and provided on online server.
- Provides e-Certificates (secured PDF File) with the digital signatures authenticated by a third party to prevent falsification.
- Access to E-certificate using Unique Tracking Number (Tracking ID), Quick Reference Code (QR Code), and Printable and visible symbol.
- Online verification system for the validity of e-Certificates

1.2 e-Certificate issuance applicability

Issuance of e- certificate is applicable to all Statutory certificates issued by IRS to its classed vessels wherein the administration of the concerned vessel has authorised IRS to issue and endorse digitally signed certificates. (Except for certificates issued by a flag state,)

It is also applicable to Certificate of Classification issued by IRS to its classed vessels.

2. Service Request Registration

2.1 Registration

The Company desiring to receive digitally signed certificates should email their request to classification@irclass.org. IRS will get in touch with the Company to complete the request and issue a member login. If the Company is already issued with a member login an acceptance email will be sent to him from classification@irclass.org.

2.2 Registration of email address for receiving notification

Company may register upto three email addresses for receiving notification of issuance of an e-Certificate. In case of any change in registered addresses, may please be communicated to classification@irclass.org as the earliest.

2.3 Prior to using service

All digital certificates will be issued to the vessel subsequent to completion of its initial / renewal surveys after receipt of Service Request. Thereafter companies are requested to complete the request any time but definitely before the renewal survey if they wish to receive digitally signed electronic certificate.

2.4 Cancellation

The service request registration is automatically cancelled under following scenarios:

- Change of vessel's flag to flag state which is not authorized to issue e-Certificates.
- Change of management company.

(To continue using the service, re-registration is necessary from the new management company. On change of flag with no change in management company, no new survey request registration is required so long as the new flag has authorised IRS to issue e-certificates, unless the management company desires to cancel its earlier service request registration for e-certificates.)

If management company wishes to cancel the service registration for e-certificates at any time, same may be done by contacting classification@irclass.org