

CAYMAN ISLANDS SHIPPING REGISTRY

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Shipping Notice – CISN 02/00 - ISM

ISM SURVEYS

To: OWNERS, MANAGERS, OPERATORS, MASTERS & ISM RELATED PERSONNEL ON CAYMAN VESSELS

The purpose of this Shipping Notice is to inform owners, managers, operators, and masters of Cayman registered ships the policy of this administration in implementing the International Safety Management (ISM) Code provisions of the SOLAS Convention.

1. In the spirit of the convention, the CISR's policy is to conduct its own ISM audits wherever practicable. Where not practicable, we may appoint auditors from another British flag administration or, exceptionally, from the QA bodies with approved Class Societies. We may also decide to conduct joint audits with appointees. Where, for example, a DOC audit requires more than one auditor, or Class is doing a DOC audit on behalf of another administration, then it makes sense to work together for a single audit.
2. When involving Class, we shall appoint auditors on an individual basis, having first reviewed their credentials. We shall review the auditor's report, stipulate any action needed for compliance and, when satisfied, issue full-term and pre-convention certificates (prior to 2002 for phase 2 ships). We may appoint Class to issue short-term certificates but we shall always issue full-term certificates.
3. When a ship changes flag, the ISM Certificates issued for the previous flag administration become invalid. In order to prepare for our ISM work, new owners should supply copies of updated SMS and DOC Manuals to the CISR in good time for advance review.

For registering previously certified vessels involving no change in management, we shall conduct an ISM assessment on flagging-in and, where the initial certification was conducted by an approved Class Society, review the auditors' report. If the report is good, non-conformities are rectified and the assessment is good, then we shall issue certificates for the balance of time left to renewal or such time as may be required under the harmonised system of surveys. We shall conduct subsequent audits as set out above.

For registering previously certified vessels involving a change in management, or where the initial certification was not conducted by an approved organisation, we shall conduct an ISM audit as soon as practicable upon flagging-in. As an interim measure, where an audit is not possible at flagging-in, we shall conduct an ISM assessment and issue a short-term certificate.

4. With respect to the Document of Compliance (DOC) required by the Company, if the Company already has a DOC issued by the CISR which covers the type of vessel being flagged in, then no further action is required. If not, we shall require a copy of the SMS manuals and a copy of the latest DOC audit report for review and approval. Upon approval, we shall issue an interim DOC valid for six (6) months. Subsequently, we shall carry out our own audit, usually concurrent with that of the previous issuing body, and, providing the results are satisfactory, issue a full term DOC. The period of validity of the full term DOC would be adjusted to be in phase with any existing DOC or such date as may be required under the harmonised system of surveys.

When the company holds a DOC issued by the CISR, but it does not cover the type of vessel being flagged in, then we shall require to see the relevant additional SMS manuals and the last audit report pertaining to the existing DOC. Based on a satisfactory assessment of these, we shall again issue an interim certificate along similar lines as above.

5. Owners and managers should provide as much advanced notice of proposed audits as possible so as to enable proper planning on both sides. For our part, we are always seeking ways to assist and co-operate with owners so as mutually to achieve the desired quality standards. Please note that no organisation had been delegated authority to conduct ISM audits on behalf of the CISR so no fixed provision should be built into any Class agreement. In respect of ISM and other statutory surveys, owners should ensure that any block survey agreement they may have with Class provides for a rebate where the Flag State elects to conduct a statutory survey. In general, no Class agreement should ever be constructed so as to penalise the owners when the Flag State chooses to conduct statutory work.