

GUIDANCE NOTE 05/2020 (Rev. 1)

OFFICIAL LOG BOOKS & IMO RECORD BOOKS (COVID-19)

To: OWNERS, MANAGERS AND MASTERS OF ALL CAYMAN ISLANDS SHIPS

1. BACKGROUND

- 1.1 The Merchant Shipping Law, 2016 Revision (MSL) and certain Conventions of IMO require ships to carry and maintain various log books and record books.
- 1.2 Traditionally, the Cayman Islands Shipping Registry (CISR) has printed, stocked and distributed “branded” versions of the Official Log Book and the various IMO “Record Books” required by the Conventions.
- 1.3 Due to the restrictions imposed around the world to control the spread of the COVID-19 pandemic, difficulties are being experienced in ensuring ship receive copies of these “branded” versions in a timely manner.
- 1.4 The purpose of this Guidance Note is to offer Cayman Islands ships and yachts alternative arrangements to maintaining the “branded” log and record books. It is anticipated that these alternative arrangements will continue after COVID-19 related restrictions are relaxed or lifted.
- 1.5 **This Guidance Note should be read in conjunction with the latest revision of Guidance Note 05/2019 (*Acceptance of Electronic Record Books under the MARPOL Convention*).**

2. MERCHANT SHIPPING LAW

- 2.1 **Official Log Book:** Section 140(1) of the MSL requires “*an official log book in a form approved by the CEO shall be kept in every Cayman Islands ship*”.
 - 2.1.1 **Alternative Arrangement:** CISR will accept the Official Log Book published by the Maritime and Coastguard Agency for use on United Kingdom ships as an “*Official Log book in a form approved by the CEO*”.
- 2.2 **Other Log Books:** Section 140(6) of the MSL states that “*All Cayman Islands ships shall, in addition to the official log book, carry on board a deck log book and an engine log book ...*”
 - 2.2.1 **Alternative Arrangement:** The form of these log books is not specified in the MSL, beyond that “*all entries shall be in English*” (or a language common to all persons making entries). As such, no Alternative Arrangements are required.

3. THE INTERNATIONAL CONVENTION FOR THE PREVENTION OF POLLUTION FROM SHIPS (MARPOL)

- 3.1 **Annex I:** For all ships of 400GT and above and oil tankers of 150GT and above, Annex I contains requirements for an **Oil Record - Part I** to be kept for machinery space operations on these ships (Regulation 17) and an **Oil Record Book – Part II** to be kept for Cargo/Ballast operations on oil tankers (Regulation 36).
- 3.2 **Annex II:** For ships subject to Annex II, a **Cargo Record Book** is required by regulation 15.
- 3.3 **Annex V:** For all ships of 400GT and above, a **Garbage Record Book** is required by regulation 10.
- 3.4 **Alternative Arrangements:** The above record books may be maintained in an electronic form that meets the guidance contained in Guidance Note 05/2019. Should a ship wish to maintain “hard copy” Record Books, any printed and bound record book that meets the applicable requirements of the MARPOL Convention will be accepted for use on a Cayman Islands ship.

4. THE INTERNATIONAL CONVENTION FOR THE SAFETY OF LIFE AT SEA (SOLAS)

- 3.7 **Chapter IV:** Regulation 17 requires that on ships subject to Chapter IV *“A record shall be kept, to the satisfaction of the Administration and as required by the Radio Regulations, of all incidents connected with the radiocommunication service which appear to be of importance to safety of life at sea”.*
- 3.7.1 **Alternative Arrangements:** Any printed and bound record book meeting the ITU Radio Regulations as they apply to ships will be considered as meeting the Radio Records requirement of regulation 17.