



IMMARBE

International Merchant Marine Registry of Belize

Technical Note **TN-0013**

REPORTING ON STATUTORY SURVEYS AND CERTIFICATION STATUS TO THE REGISTRY OF BELIZE

Notice to Recognized Organizations, Deputy Registrars, Resident Agents and those concerned with the registration of vessels under the Belize Flag and their documentation.

Technical Note Superseded: N/A
ISSUE DATE: August 5, 2004

The present technical note has been prepared in order to assist Recognized Organizations (ROs) and Recognized Security Organizations (RSOs) authorized to act on behalf of the Registry of Belize in avoiding cases of **overdue surveys and vessels trading with expired certificates**. These instructions should be a complement to any instruction given in the past.

1. ACTIONS TO BE TAKEN BY RECOGNIZED ORGANIZATIONS (ROs) AND RECOGNIZED SECURITY ORGANIZATIONS (RSOs)

1.1. In the cases an Initial/Renewal survey has been conducted and a certificate, i.e. Short Term/Interim Certificate is issued, a confirmation shall be sent to the Technical Department of IMMARBE, along with copies of the certificates issued.

1.2. In cases where Full Term Certificates cannot be issued prior the expiry dates of the Short Term/Interim Certificates, prompt notification shall be sent to the Technical Department of IMMARBE prior the expiry date of the Short Term/Interim Certificates affected.

1.3. A grace period of thirty (30) days after the date of issuance of a Full Term will be given to Recognized Organizations and Recognized Security Organizations to provide to the Technical Department of IMMARBE with copies of the Full Term Certificates issued.

1.4. This Administration will accept either electronic format of the Certificates issued or web-based access to the relevant information from those Recognized Organizations and/or Recognized Security Organizations that have provided access to IMMARBE.

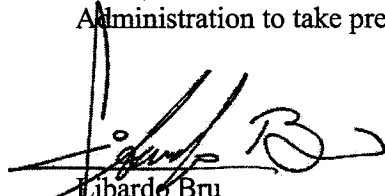
1.5. In cases where Recognized Organizations and/or Recognized Security Organizations cannot arrange to conduct a Renewal/Annual/Intermediate/Periodical Survey within the window period stipulated by the Conventions, rendering the certificates invalid, a prompt notification shall be sent to the Technical Department of IMMARBE as soon as the certificates become invalid.

1.6. In the cases where a Classification Society suspends/withdraw the class of a vessel due to overdue surveys/outstanding recommendations, a notification shall be sent to the Technical Department of IMMARBE as soon as the certificates become invalid.

1.7. Recognized Organizations shall not under any circumstance conduct Overdue Surveys nor extend Statutory Certificates beyond the stipulated period of validity without consulting with the Administration.

2. NOTIFICATIONS TO BE SENT TO THE ADMINISTRATION

- 2.1. The prompt notification to be sent to the Administration shall be a fax or e-mail, containing relevant information on the status of the Statutory Certification of the vessel and the reasons for such condition.
- 2.2. The prompt notification referred to in 1.2 and 1.5 shall be sent to IMMARBE not later than twenty (20) days prior the certificates affected becoming invalid/expire in order to allow the Administration to take preventive measures.



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