

REPUBLIC



OF CYPRUS

**MINISTRY OF COMMUNICATIONS AND WORKS  
DEPARTMENT OF MERCHANT SHIPPING  
LEMESOS**

Circular No: 18/2003

TEN 1/5  
TEN 32/5/1/42/1

11 December 2003

To all Owners, Managers  
and Representatives of  
ships registered in Cyprus

**Subject: Special Measures to Enhance Maritime Security  
Implementation of Chapter XI-2 of SOLAS 74 as amended and the ISPS Code  
Preliminary delegation of authority to Recognized Security Organizations  
Standardised form for communicating the name and contact details of the CSO and  
of the alternate CSO and any changes relating thereto**

---

In view of the fact that Chapter XI-2 of SOLAS 74 as amended and the ISPS Code, which were adopted on 12 December 2002 by the conference of Contracting Governments to the International Convention for the Safety of Life at Sea, 1974, will become mandatory on 1 July 2004, if no substantial objections are filed by 1 January 2004 and realizing the limited time period until the 1 July 2004, we have given our consent to the following RSOs to:

1. review and approve ship security plans of Cyprus flag ships, in accordance with ISPS-Code Part A, and the additional requirements as stated in our Circular 14/2003.
2. carry out an initial verification of Cyprus flag ships, which shall include a complete verification of their security systems and any associated security equipment covered by the relevant provisions of chapter XI-2, of ISPS-Code part A, of the approved ship security plan and the additional requirements as stated in our Circular 14/2003.

- American Bureau of Shipping
- Bureau Veritas
- China Classification Society
- Det Norske Veritas
- Germanischer Lloyd
- Hellenic Register of Shipping
- Korean Register of Shipping
- Lloyd's Register of Shipping
- Nippon Kaiji Kyokai
- Russian Maritime Register of Shipping
- RINA

You may also find attached herewith copy of a standardised form ( ISPS C-1), consisting of two pages, for communicating the name and contact details of the CSO, the alternate CSO, the nomination of the RSO and any changes relating thereto, which must be forwarded to the Department of Merchant Shipping as per our requirements set out in our circular 14/2003 par.10.6.and par.15.

The following guidelines should be followed, when filling in the form:

- The e-mail and the fax no., which shall be entered in section 2.2 of the above form, must be protected from unauthorized access and disclosure.
- The defined areas of sections 2 and 3 with the headlines (Company Security Officer, Alternate Company Security Officer, their contact details and Nomination of the Recognized Security Organization(RSO) ) may be used for either initial or subsequent nomination. Please note that for subsequent nomination, the whole form shall be filled in.
- When more than one nomination for Company Security Officer and his/her Alternate Company Security Officer is made, for each such nomination separate forms must be used and also, whenever there are any changes on the form, the Department must be promptly informed by submitting an updated version of this form.

Please also note, that no extra authorization by the Administration for the nominated RSO by the company for the purpose of the approval of SSP, the ship's verification and certification is required.

As the period until the new SOLAS 74 amendments and the ISPS Code enter into force, is very short and no extension for compliance will be given, you are urged to proceed expeditiously to ensure full compliance with these requirements in time.

Serghios S. Serghiou  
Director  
Department of Merchant Shipping

CC Permanent Secretary, Ministry of Communications and Works  
Permanent Secretary, Ministry of Foreign Affairs  
Maritime Offices of the Department of Merchant Shipping abroad  
Diplomatic and Consular Missions of the Republic  
Honorary Consular Officers of the Republic  
Cyprus Bar Association  
Cyprus Shipping Association (Sea Rovers) Ltd  
Cyprus Shipping Council  
Union of Cypriot Shipowners

**SOLAS Ch. XI-2 and the ISPS Code**

**Nomination of the Company Security Officer, his/her Alternate and the RSO**

(to be completed by an authorized representative of the Company)<sup>1</sup>  
(to be used also for reporting changes)

**1. Company<sup>2</sup>**

**1.1 Name**

--

**1.2 Address of Business**

	Tel.:
	Fax:
	E-mail:
	Telex

**2. Company Security Officer<sup>3</sup> (Initial/Subseq.)<sup>4</sup>**

**Alternate Company Security Off.<sup>5</sup> (Initial/Subseq.)**

**2.1. First name and Surname**

**First name and Surname**

--	--

**2.2 Contact Details**

Tel/Office . :	Tel. Office .:
Tel/ Residence.:	Tel. Residence.:
Mobile phone :	Mobile phone :
E-mail :	E-mail :
Fax :	Fax :

1: Please type  
2: Company means a company as defined in regulation IX/1 SOLAS 74, as amended.  
3: Company Security Officer means the person defined as per ISPS Code Part A/2.7.  
4: Delete as applicable.  
5: Alternate Company Security Officer means the person defined as per DMS Circular 14/2003 par. 10.2.

