

To: Whom it may concern

Notice on Implement of MARPOL Electric Record Book Amends

1. Back ground

Actions in recent years to improve protection of life at sea and the environment have led to new international regulations and amendments, which created new recordkeeping obligations for ship owners, increasing crew's onboard workload and undermining operational efficiency. The additional administrative burden of cumbersome daily paper record keeping requirements have elicited strong feedback and been the source of fierce debates among shipping industry professionals. As companies and ship owners increasingly focus on reduce heavy burden with an environmental manner, the concept of operational logs in an electric format has become a popular consideration.

The seventy-fourth session of IMO's Marine Environment Protection Committee (MEPC 74) adopted amendments and guidance related to Electric Record Book, which to be expected to enter into force on 01st October 2020.

2. Application

The operational record logs related to MARPOL Annex I, II, V and VI and the Technical Code on Control of Emission of Nitrogen Oxides from Marine Diesel

Engines (NO_x Technical Code) are applicable to Electric Record Book:

- 1) Oil Record Book, parts I and II (MARPOL Annex I, regulations 17.1 and 36.1);
- 2) Cargo Record Book (MARPOL Annex II, regulation 15.1);
- 3) Garbage Record Book, parts I and II (MARPOL Annex V, regulation 10.3);
- 4) Ozone-depleting Substances Record Book (MARPOL Annex VI, regulation 12.6);
- 5) Recording of the tier and on/off status of marine diesel engines (MARPOL Annex VI, regulation 13.5.3);
- 6) Record of Fuel Oil Changeover (MARPOL Annex VI, regulation 14.6); and
- 7) Record Book of Engine Parameters (NOX Technical Code, paragraph 6.2.2.7).

3. Requirements of use Electric Record Book

- 1) The use of an electronic record book to record operational logs is an alternative method to a hard copy record book. In order to meet the requirements of regulation, the ship owner and company may use electronic record book or hard copy record book.
- 2) In case the Electric record book used to record operational logs, which under regulations shall be approved by administration or recognized organization.
- 3) It is recommended that a declaration provided by the Administration or recognized organization should be kept onboard for any inspections.
- 4) If a ship cannot produce the electronic record book or a declaration provided by the Administration during the PSC inspection, a hard copy record book for verification should be available.

4. Basic procedure of Electric Record Book approval

To date, CCS has got the permission to approve Electric Record Books on behalf of Singapore, China HongKong and Comoros. The Electric Record Book provider shall apply the type approval by below procedure:

- 1) The Electric record book shall comply with the MEPC.312(74) Guidelines For The

Use Of Electronic Record Books Under MARPOL and the requirements of CCS
Electric Record Book approval;

2) The Electric record book shall submit the application of Electric Record Book
Type approval to CCS local branch with the documents below:

.1 Business license or equivalent document of provider, and qualification
declaration of software design;

.2 Briefing of provider;

.3 Electric Record Book Description, precisely identify the product by its name,
version and date, and describe the intended functionality, hardware and software
operating environment;

.4 Operation manual;

.5 Testing plan and report, including criteria for determining whether testing as a
whole passes or fails;

.6 Security report by qualified organization;

.7 Description of key algorithm;

.8 Other documents required.

3) The approval letter shall be issued by CCS on behalf of administration for verified
Electric Record Book;

4) The Electric Record Book shall be verified for renew certificate in case key
update.

5. Basic procedure of use Electric Record Book:

The vessel hanged the flags of Singapore, China HongKong and Comoros shall get
the declaration of Electric Record Book by below procedures:

1) The vessel shall install the Electric Record Book approved by CCS, the Electric
Record Books approved by other IACS member are not accept until new
guidelines released by IACS.

2) Submit the request documents to CCS local survey department where company
located or vessel calling via email:

- .1 Request Form For Declaration Of MARPOL Electronic Record Book (Annex 1);
 - .2 CCS Type approval certificate of Electric Record Book (Copy);
 - .3 Install report of Electric Record Book provided by software supplier, including: vessel information, version number, serial number, system operation condition (in order).
- 3) CCS local department shall issue the declaration of Electric Record Book accordingly, and the system condition shall be verified during next period survey.
 - 4) Vessel shall submit the document as Article 2 above mentioned to get new declaration in case update.

The vessels, which hang other flags, intend to use Electric Record Book shall follow the instructions released by administrations. For more details please refer to Annex 2.

Annex1- Request For Declaration Of MARPOL Electronic Record Book

Annex 2- Requirements of administrations

For any further supports, please contact CCS classed ship in service department

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