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Circular

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TO: Related departments of CCS Headquarters; Branches and Offices; and Ship Companies

Notice of Guidance on the procedures for testing of the Ship Security Alert Systems (SSAS) on Singapore-registered ships

---- Maritime and Port Authority of Singapore's Shipping Circular No.9 of 2011

Maritime and Port Authority of Singapore issued the circular No.9 of 2011 to inform ship-owners, managers and operators of Singapore-registered ships of the test procedures and the change in the dedicated email address for receiving Ship Security Alert Systems (SSAS) alerts.

“1 This Circular should be read in conjunction with Shipping Circular No.16 of 2006. This Circular would also supercede Shipping Circular No. 22 of 2005 and Shipping Circular No. 19 of 2009.

2 Shipowners and managers of ships that are newly registered with the Singapore Registry of Ships (SRS) from the date of this circular onwards should ensure that the SSAS of the ships are programmed with the new email address Shipalert_MPA@mpa.gov.sg with effect from their date of registration with the Singapore Registry of Ships (SRS).

3 Shipowners and managers of existing Singapore-registered ships are required to programme the new email address Shipalert_MPA@mpa.gov.sg in the SSAS of the ships by their next annual radio survey or by 31 Dec 2011, whichever is earlier.

4 Please take note that the difference in the old and new email address is that the texts

“_MPA” has been added after the text “Shipalert” in the old email address.

5 The old dedicated email address that has been in used –Shipalert@mpa.gov.sg would continue to be in use for receiving and responding to SSAS alerts and would co-exist with the new email address –Shipalert_MPA@mpa.gov.sg until 31 Dec 2011. With effect from 01 January 2012, the email address Shipalert@mpa.gov.sg would cease to be in use.

6 We would like to once again bring the attention of shipowners, managers and operators of Singapore-registered ships to IMO circular, MSC/Circ.1155 (Annex A), which provided additional guidance on specific aspects of the measures to enhance maritime security. The guidance relates to message priority and the testing of SSAS.

7 The following are guidelines on the correct procedure for testing of SSAS for Singapore-registered ships:

a) As stated in paragraph 4 of Part II of the Annex of MSC/Circ.1155 companies and ships are to ensure that when testing the SSAS with the flag state, they should notify the flag state - not more than 2 days in advance and not less than 4 hours prior to the test - by sending a pretest notification email to Shipalert_MPA@mpa.gov.sg. This is to enable effective tracking of notifications and to ensure that the system does not inadvertently lead to unintended emergency response actions.

b) In the event of a test, the SSAS alert test message should be configured to have the word "TEST" either in the message or in the subject heading. This is to ensure that the testing of the SSAS does not inadvertently lead to unintended emergency response actions. The alert message is to be configured back to the original wordings after the test is completed.

c) In instances where the SSAS equipment is verified to be faulty and continue to transmit repeated false alerts, the designated CSO shall notify flag state via email to Shipalert_MPA@mpa.gov.sg and make relevant arrangements with shore maintenance staff to rectify the technical fault as soon as practically possible. The CSO is also obligated to notify the flag state when the SSAS equipment has been restored to normal operation via the same email address above.

d) Shipowners, managers and operators shall ensure that internal corresponding emails should not be forwarded or cc-listed to Shipalert_MPA@mpa.gov.sg. This designated email

(Shipalert_MPA@mpa.gov.sg) shall only be receiving pre-test alert notifications and SSAS activation messages.

8 The procedures for testing the SSAS should be in accordance with MSC/Circ.1155. The frequency of SSAS alert testing involving MPA should not exceed more than once a year and should coincide with the annual safety radio and safety equipment survey.

9 It is understood that some service providers relating to the shipboard SSAS are providing reports on vessel location positions and other data on a regular basis to the CSO and companies as an automatic update. It should be noted that MPA need not be included as a recipient for such information. The transmissions of information from the ship's SSAS to MPA should be limited to information pertaining to actual security alerts and the annual test alert. Your attention is also drawn to Shipping Circular No. 16 of 2006 which provides guidance on the provision of information for identifying ships when transmitting SSAS alert messages.

10 Notwithstanding the above, shipowners, managers and crew of Singapore ships are reminded that in the event a false alert is inadvertently transmitted, expeditious actions should be made to ensure that all concerned parties are made aware that the alert is false and that no emergency actions are initiated. Blatant negligent actions causing false alerts may result in penalties.

11 The direct telephone relating to SSAS test alerts and SSAS activation would be (65) 6226 5539. Please note that this number is also dedicated for emergency purposes.

12 Any queries relating to this shipping circular should be directed to Mr.Wong Kai Cheong, Assistant Director (Registry and Manning), MPA, via Tel: (65) 6375 6236, Fax: (65) 6375 6231, or to the Ship Registry dedicated contact via email: marine@mpa.gov.sg and tel: (65) 6375 1932."

CHEONG KENG SOON
DIRECTOR OF MARINE
MARITIME AND PORT AUTHORITY OF SINGAPORE

SUMMARY

Forwarding the Shipping Circular No.9 of 2011 of Maritime and Port Authority of Singapore, in which informs shipowners, managers and operators of Singapore-registered ships of the test procedures and the change in the dedicated email address for receiving Ship Security Alert Systems (SSAS) alerts.

ACTION REQUESTED

All the auditors of CCS branches and offices are required to study of this notice and ensure the implementation of the requirements set in this notice.

Attachment: Maritime and Port Authority of Singapore Shipping Circular No.9 of 2011, total 5 pages

For any problem please contact the Certification Management Dept. of CCS Headquarters without hesitation
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MPA
SINGAPORE

MARITIME AND PORT AUTHORITY OF SINGAPORE
SHIPPING CIRCULAR
NO. 9 OF 2011

MPA Shipping Division
460 Alexandra Road
21st Storey PSA Building
Singapore 119963
Fax: 63756231
<http://www.mpa.gov.sg>

26 April 2011

Applicable to: Shipowners, shipmanagers and shipmasters of Singapore ships and the shipping community.

GUIDANCE ON THE PROCEDURES FOR TESTING OF THE SHIP SECURITY ALERT SYSTEMS (SSAS) ON SINGAPORE-REGISTERED SHIPS

This Circular serves to inform shipowners, managers and operators of Singapore-registered ships of the test procedures and the change in the dedicated email address for receiving Ship Security Alert Systems (SSAS) alerts. This Circular should be read in conjunction with [Shipping Circular No. 16 of 2006](#). This Circular would also supercede [Shipping Circular No. 22 of 2005](#) and [Shipping Circular No. 19 of 2009](#).

2 Shipowners and managers of ships that are newly registered with the Singapore Registry of Ships (SRS) from the date of this circular onwards should ensure that the SSAS of the ships are programmed with the new email address Shipalert_MPA@mpa.gov.sg with effect from their date of registration with the Singapore Registry of Ships (SRS).

3 Shipowners and managers of existing Singapore-registered ships are required to programme the new email address Shipalert_MPA@mpa.gov.sg in the SSAS of the ships by their next annual radio survey or by 31 Dec 2011, whichever is earlier.

4 Please take note that the difference in the old and new email address is that the texts “_MPA” has been added after the text “Shipalert” in the old email address.

6 The old dedicated email address that has been in used – Shipalert@mpa.gov.sg would continue to be in use for receiving and responding to SSAS alerts and would co-exist with the new email address – Shipalert_MPA@mpa.gov.sg until 31 Dec 2011. With effect from 01 January 2012, the email address Shipalert@mpa.gov.sg would cease to be in use.

7 We would like to once again bring the attention of shipowners, managers and operators of Singapore-registered ships to IMO circular, **MSC/Circ.1155 (Annex A)**, which provided additional guidance on specific aspects of the measures to enhance maritime security. The guidance relates to message priority and the testing of SSAS.

8 The following are guidelines on the correct procedure for testing of SSAS for Singapore-registered ships:

a) As stated in paragraph 4 of Part II of the Annex of **MSC/Circ.1155**, companies and ships are to ensure that when testing the SSAS with the flag state, they should notify the flag state - not more than 2 days in advance and not less than 4 hours prior to the test - by sending a pre-test notification email to Shipalert_MPA@mpa.gov.sg. This is to enable effective tracking of notifications and to ensure that the system does not inadvertently lead to unintended emergency response actions.

b) In the event of a test, the SSAS alert test message should be configured to have the word "TEST" either in the message or in the subject heading. This is to ensure that the testing of the SSAS does not inadvertently lead to unintended emergency response actions. The alert message is to be configured back to the original wordings after the test is completed.

c) In instances where the SSAS equipment is verified to be faulty and continue to transmit repeated false alerts, the designated CSO shall notify flag state via email to Shipalert_MPA@mpa.gov.sg and make relevant arrangements with shore maintenance staff to rectify the technical fault as soon as practically possible. The CSO is also obligated to notify the flag state when the SSAS equipment has been restored to normal operation via the same email address above.

d) Shipowners, managers and operators shall ensure that internal corresponding emails should not be forwarded or cc-listed to Shipalert_MPA@mpa.gov.sg. This designated email (Shipalert_MPA@mpa.gov.sg) shall only be receiving pre-test alert notifications and SSAS activation messages.

9 The procedures for testing the SSAS should be in accordance with **MSC/Circ.1155**. The frequency of SSAS alert testing involving MPA should not exceed more than once a year and should coincide with the annual safety radio and safety equipment survey.

10 It is understood that some service providers relating to the shipboard SSAS are providing reports on vessel location positions and other data on a regular basis to the CSO and companies as an automatic update. It should be noted that MPA need not be included as a recipient for such information. The transmissions of information from the ship's SSAS to MPA should be limited to information pertaining to actual security alerts and the annual test alert. Your attention is also drawn to [Shipping Circular No. 16 of 2006](#) which provides guidance on the provision of information for identifying ships when transmitting SSAS alert messages.

11 Notwithstanding the above, shipowners, managers and crew of Singapore ships are reminded that in the event a false alert is inadvertently transmitted, expeditious actions should be made to ensure that all concerned parties are made aware that the alert is false and that no emergency actions are initiated. Blatant negligent actions causing false alerts may result in penalties.

12 The direct telephone relating to SSAS test alerts and SSAS activation would be (65) 6226 5539. Please note that this number is also dedicated for emergency purposes.

13 Any queries relating to this shipping circular should be directed to Mr. Wong Kai Cheong, Assistant Director (Registry and Manning), MPA, via Tel: (65) 6375 6236, Fax: (65) 6375 6231, or to the Ship Registry dedicated contact via email: marine@mpa.gov.sg and tel: (65) 6375 1932.

**CHEONG KENG SOON
DIRECTOR OF MARINE
MARITIME AND PORT AUTHORITY OF SINGAPORE**

Annex A – MSC/Circ.1155



Ref. T2-MSS/2.11.1

MSC/Circ.1155
23 May 2005

**GUIDANCE ON THE MESSAGE PRIORITY AND THE TESTING
OF SHIP SECURITY ALERT SYSTEMS**

1 The Maritime Safety Committee (the Committee), at its seventy-eighth session (12 to 21 May 2004), instructed the Sub-Committee on Radiocommunications and Search and Rescue (COMSAR Sub-Committee) to consider questions relating to the message priority and the testing of ship security alert systems and to develop, if necessary, guidance to this end.

2 The COMSAR Sub-Committee, at its ninth session (7 to 11 February 2005), considered the matter and submitted its recommendations on the issue to the Committee.

3 The Committee, at its eightieth session (11 to 20 May 2005), considered the recommendation of the COMSAR Sub-Committee and approved the Guidance on the message priority and the testing of ship security alert systems (the Guidance), as set out at annex.

4 SOLAS Contracting Governments are invited to bring the Guidance to the attention of all parties concerned with matters relating with ship security alerts and systems.

5 SOLAS Contracting Governments, international organizations and non-governmental organizations with consultative status which encounter difficulties with the implementation of the Guidance should bring, at the earliest opportunity, the matter to the attention of the Committee for consideration of the issues involved and decision on the actions to be taken.

ANNEX

GUIDANCE ON THE MESSAGE PRIORITY AND THE TESTING OF SHIP SECURITY ALERT SYSTEMS

I Message priority

1 The Committee, being aware of the message priority requirements applicable to satellite communications, and given the diversity of ship security alert systems, agreed that there was no need to develop a message priority requirement for ship security alerts.

2 Ship security alert system communication service providers should deliver the ship security alert messages without delay so as to permit the relevant competent authorities to take appropriate action.

3 Ship security alerts may be addressed to more than one recipient, as designated by the Administration, in order to enhance the resilience of the ship security alert system.

4 The Committee urged once more those SOLAS Contracting Governments that had yet to establish criteria for the delivery of ship security alerts, to do so as a matter of priority.

5 SOLAS regulation XI-2/13.1.3 requires SOLAS Contracting Governments to communicate to the Organization and to make available to Companies and ships the names and contact details of those who have been designated to be available at all times (twenty-four hours a day seven days a week) to receive and act upon ship security alerts.

6 Administrations should ensure that their designated recipients of ship security alerts are capable of processing the information received with the highest priority and taking appropriate actions.

II Testing

1 The Committee agreed that there was a need for ship security alert systems to be subject to testing.

2 However, given the multiplicity of ship security alert systems and the fact that a number of systems in use already had test procedures in place, the Committee decided that it would be impractical to develop a test protocol to cover all systems.

3 The Committee thus agreed that the development of procedures and protocols for testing ship security alert systems were a matter for individual Administrations.

4 Ships, Companies, Administrations and recognized security organizations should ensure that when ship security alert systems are to be tested those concerned are notified so that the testing of the ship security alert system does not inadvertently lead to unintended emergency response actions.

5 When the ship security alert system accidentally transmits, during testing, a ship security alert, ships, Companies, Administrations and recognized security organizations should act expeditiously to ensure that all concerned parties are made aware that the alert is false and that no emergency response action should be taken.