

Customer Guidance for Service Supplier Electronic Approval Certificates

China Classification Society (hereinafter referred as "CCS") provides electronic approval certificate service to service suppliers for the purpose of reducing the administrative burden on stakeholders caused by the reliance on traditional paper certificates, and promoting the efficiencies of information exchange and related formalities.

1 Introduction

The electronic certificate issued by CCS is equally authentic as the hard copy, which is in compliance with the requirements of the Guidelines for the use of electronic certificates (FAL.5/Circ.39/Rev.2) adopted by the Facilitation Committee (FAL) of the International Maritime Organization (IMO) at the 40th session by the following features:

.1 The electronic certificate has the same format and content as required by the relevant international convention or instrument and contains a printable and visible electronic seal of CCS;

.2 A digital signature shown in signature panel and at the top of the document viewer, keeps the certificate securing from forgery or illegal tampering. To fully display the digital signature of an electronic certificate, methods in Appendix 1 are recommended to use. "Signed and all signatures are valid" indicates the certificate is certified by CCS and authentic. "Signed and all signatures are valid, but with unsigned

changes after the last signature." indicates the certificate has been changed and is not authentic;

.3 A URL, a Quick Response (QR) code and a unique tracking number (UTN, example C018-123456) with a hyperlink are entered in the top part of each page of the certificate for verification of its validity. The verification result of an electronic certificate will show it is "VALID" or "INVALID";

.4 The certificate is electronically issued or endorsed and could be downloaded or transmitted through internet.

2 Issuance of supplier electronic approval certificates

CCS issues both paper and electronic approval certificates. To ensure effective transmission, please provide accurate e-mail address for receipt of the electronic approval certificates. Normally the electronic approval certificates are to be initially issued upon the completion of initial audit, renewal audit, and additional audit, CCS will issue Declaration of issuance of electronic approval certificates to the supplier as well. Electronic approval certificates will be issued subsequently, unless the supplier itself requests to cancel the service. CCS together with IMO unanimously encourages the use of electronic certificates. However, if you wish to cancel the service, please contact the CCS branch. CCS Audit status will show the mode of the certificates issued by CCS and UTN for each electronic approval certificate of the supplier.

3 Obtain electronic approval certificates

Electronic approval certificates can be:

.1 received by e-mail; the auditor will send the issued or endorsed electronic approval certificates to the e-mail address provided by the supplier and that of the superintendent upon the completion of audit.

.2 transmitted by store devices;

.3 downloaded from CCS website. Access website <http://www.ccs.org.cn/ccswzen/>.

4 Verification

An electronic approval certificate may be verified the validity by any of the following methods:

.1 Access CCS website <http://www.ccs.org.cn/ccswzen/>, click on E-Cert Verification in Quick Links or access the <http://www.ccs.org.cn/electrocert>, enter the UTN and supplier's certificate No. to verify.

.2 Scan the QR Code on the electronic certificate or printed version of electronic approval certificate to verify immediately.

.3 Click the UTN hyperlink of the electronic approval certificate to verify immediately.

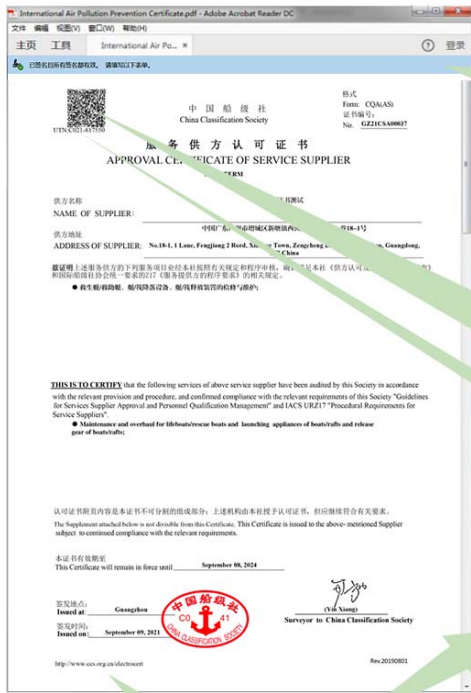
.4 In case of network restriction or other emergency circumstances, contact CCS office/branch, or direct to the headquarter e-mail at:

Classed Ship in Service Department cd@ccs.org.cn

Newbuilding Department md@ccs.org.cn

Safety and Quality Department sq@ccs.org.cn

The verification result of an electronic approval certificate will show it is "VALID" or "INVALID". Its validity is consistent with the principles of certificates validity specified in relevant international convention or instrument.



<http://www.ccs.org.cn/electrocert>

AUTHENTICITY

- ✓ 已签名且所有签名都有效。 (Signed and all signatures are valid.)
- ✓ Signed and all signatures are valid.
- ✗ 已签名且所有签名都是有效的，但是在最后一个签名后发生了未签名的更改。 (Signed and all signatures are valid, but with unsigned changes after the last signature.)
- ✗ Signed and all signatures are valid, but with unsigned changes after the last signature.



UTN:C021-817550

Please fill out the required fields and click Verify.

Unique Tracking No. (UTN)

IMO No. / Class No. / Company ID No.

CAPTCHA Code: 7478

VALIDITY

VALID

UTN: C021-817550
 Cert. No: GZ21CSA00037
 Name of Company: Golden Marine Service Co., Ltd.
 Type of Service: Maintenance and overhaul for lifeboats/rescue
 Due Date: 2024-09-08

1 or 2 or 3 or 4



<http://www.ccs.org.cn/electrocert>

AUTHENTICITY

- ✓ 已签名且所有签名都有效。 (Signed and all signatures are valid.)
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- ✗ Signed and all signatures are valid, but with unsigned changes after the last signature.



UTN:C021-573088

Please fill out the required fields and click Verify.

Unique Tracking No. (UTN)

IMO No. / Class No. / Company ID No.

CAPTCHA Code: 7478

VALIDITY

VALID

UTN: C021-573088
 Cert. No: GZ21CSA00037
 Name of Company: Golden Marine Service Co., Ltd.
 Type of Service: Maintenance and overhaul for lifeboats/rescue
 Due Date: 2024-09-08

1 or 2 or 3 or 4

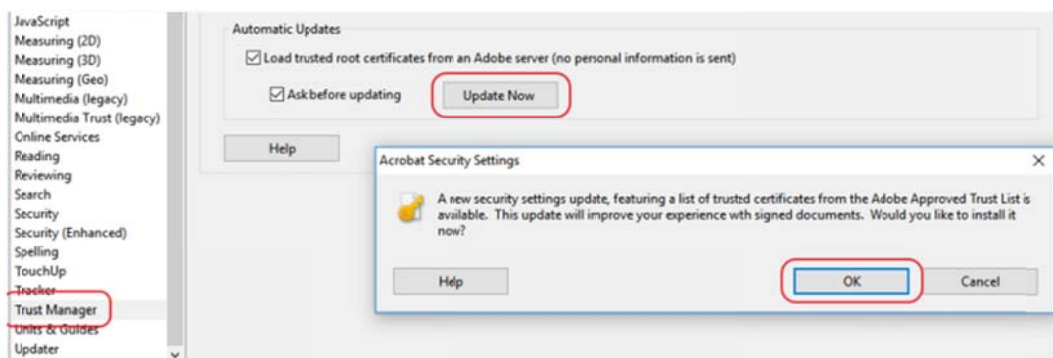
Annex 1

Digital Signature for Electronic Certificate

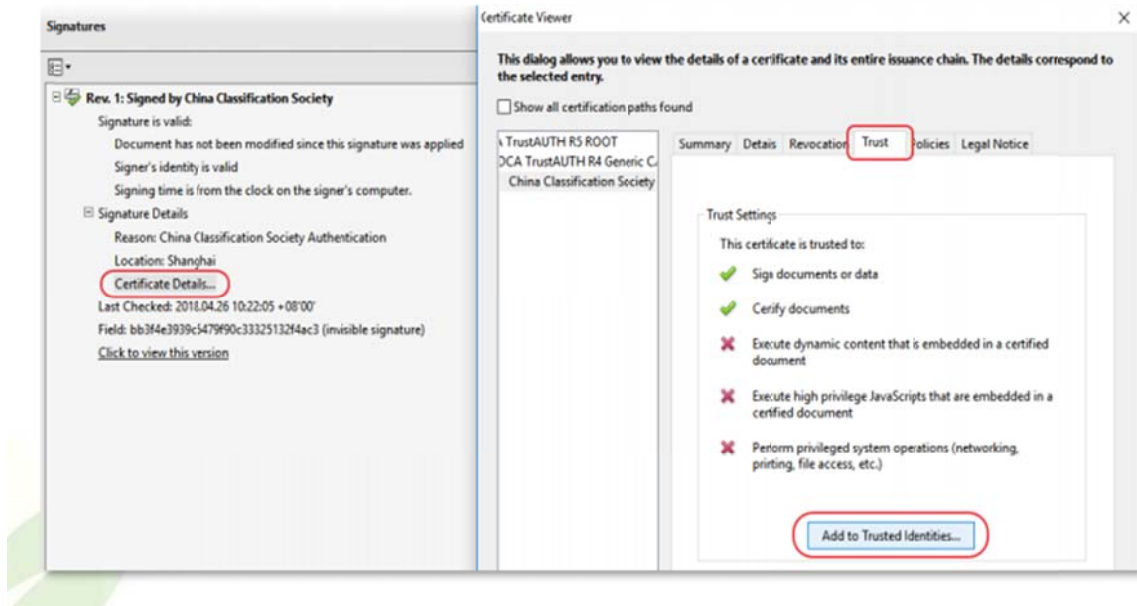
To fully display the digital signature of electronic certificate, it is recommended to use Adobe Reader. The Adobe Reader may need to "update the AATL" and the following methods could be used.

Method 1 Use Adobe Acrobat 9.0 and above to manually load the AATL trusted root certificate.

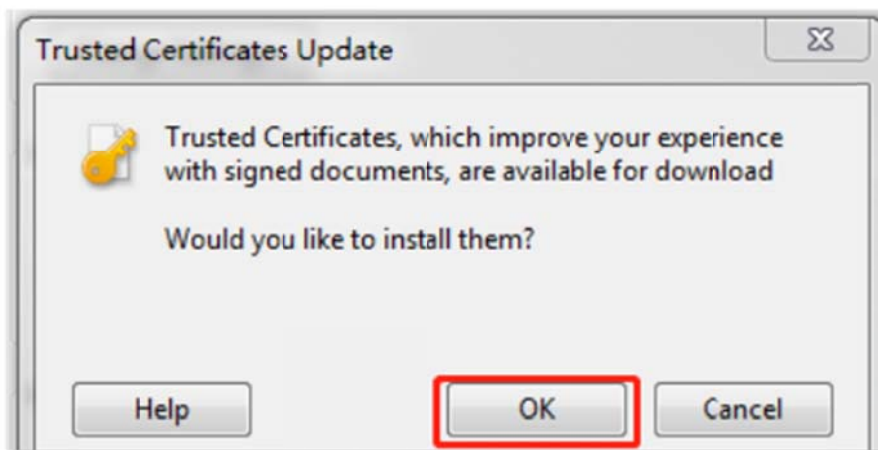
Update the trust certificate. Update the trusted root certificate immediately by clicking Edit > Preferences > Trust manager in the Adobe Reader.



Add China Classification Society signature to Trust. Open CCS electronic certificate, click Certificate details, manually load trusted certificate.



Method 2 Install Adobe Reader DC online and update the AATL trusted certificate. The software is available from <http://get.adobe.com/reader/> for free.



Method 3 Download and install Adobe Reader DC, and update the AATL trusted certificate online. The installation package is available from <http://get.adobe.com/reader/enterprise> (about 130M). After installing, you need to connect the computer to the internet, click Edit > Preferences > Trust manager in the Adobe Reader, select Load trusted

root certificates from an Adobe server (no personal information is sent)
and click Update Now to update (about 2M).

