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# Maritime Safety Administration of MOT

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HCBH [2017] No.502

## **Notice of China MSA under the Ministry of Transport on Carrying out Special Safety Supervision Works on Ships entering Xiamen**

Changjiang River Administration of Navigational Affairs, all MSAs directly under the MOT,

Pursuant to relevant provisions such as the Maritime Traffic Safety Law of the People's Republic of China, the Regulations of the People's Republic of China on Administration of Traffic Safety in Inland Waters and the Rules of People's Republic of China for Ship Safety Inspection as well as relevant work arrangements, it is decided to carry out special safety supervision for ships entering into Xiamen recently. It is hereby notified relevant work affairs as follows:

### I. Duration and area of implementation

#### **(I) Duration of implementation**

1. From June 1, 2017 till September 5, 2017, all Chinese ships intending to enter into waters under the administration and control of Xiamen to navigate (excluding those passing by only), berth or carry out operation shall apply for special safety inspection on ship.
2. From August 1, 2017 till September 5, 2017, when carrying out port state control inspection for all foreign ships engaged in international voyages intending to enter into waters under the administration and control of Xiamen to navigate (excluding those passing by only), berth or carry out operation, the special security inspection shall also be carried out for the same at the same

time.

3. From June 1, 2017 till September 5, 2017, any Chinese ship intending to enter into waters under the administration and control of Xiamen to navigate (excluding those passing by only), berth or carry out operation shall, before departing from her last port, report her special information to the local MSA of the place where she locates, where her last port is a foreign port, she shall report such special information when handling port entry formalities.

## **(II) Definition of waters**

Waters under the administration and control of Xiamen includes coastal waters surrounding Xiamen island and partial sea areas of Xiamen port, i.e. sea areas surrounded by the following lines, coastlines and islands:

1. Western boundary line: Xiamen-Zhangzhou Sea-Crossing Bridge;
2. Eastern boundary line: the line connecting Dadeng Island, Xiaodeng Island, Jiaoyu Island and the northeast corner of Jinmen;
3. Southern boundary line: the line connecting Houshi Terminal, southern end of Wuyu Island, Jiujiejiao and the southeast corner of Little Jinmen.

Including Haicang harbor area, Dondu harbor area, Zhaoyin harbor area, Xiang'an harbor area and Houshi harbor area, etc of Xiamen port.

## **II. Special safety inspection for ships**

Any Chinese ship that has entered into or intends to enter into waters under the administration and control of Xiamen to navigate, berth or carry out operation shall apply to the local MSA of the place where she locates for special safety inspection in advance. If her last port is a foreign port, she shall apply for special safety inspection when handling port entry formalities.

Special safety inspection shall, upon application by a ship, be implemented by the local MSA of the place where the ship locates strictly in accordance with the Rules of

People's Republic of China for Ship Safety Inspection, and shall be handled pursuant to the following requirements:

- (I) An applicable ship shall, before June 1 or prior to her arrival at the applicable waters, apply to the MSA of the place where she locates for special safety inspection. The MSA that receives an application for special safety inspection shall accept the same if there is no special justification for refusal, and shall arrange officials within 24 hours to board the ship to carry out special safety inspection.
- (II) The content of special safety inspection shall include but not limited to the items as shown in the Checklist Form for Special Safety Inspection for Ship (Attachment I). The special safety inspection may be carried out in combination with daily safety inspection work for ships.

The Checklist Form for Special Safety Inspection for Ship is in duplicate and both of which shall be affixed with a special seal of safety inspection for ship, with one copy to be kept by MSA for file and the other to be kept by the ship for future check.

- (III) When carrying out special safety inspection, the ship shall provide the Report Form for Information of Crewmembers Onboard (Attachment II), and the inspector shall affix the special seal of safety inspection for ship on such form after verifying the same as correct. The Report Form is in duplicate, one to be kept by MSA for file and the other to be kept by the ship for future check.
- (IV) After completion of special safety inspection, the inspector shall fill up ship safety inspection record in the FSC Record Book, mark the word “special safety inspection for entry into Xiamen” above the “port of inspection”, and the special seal of safety inspection for ship shall cover the aforesaid mark.

(V) For relevant deficiencies to items listed in the Checklist Form for Special Safety Inspection for Ship, the ship shall rectify the same and apply for review before departure, and other deficiencies shall be handled as per relevant provisions.

(VI) Where the ship encounters any of the following circumstances, she shall reapply to the local MSA of the place where such circumstance occurs for special safety inspection:

1. Accident of ordinary level or above;
2. Malfunction of main navigational equipment or anti-pollution equipment;
3. Information of crewmember changes during such period.

For the re-implemented special safety inspection, the reason for inspection shall be marked in the box “other issues that need explanation” of the Checklist Form for Special Safety Inspection for Ship. For the re-implemented special safety inspection due to change of crewmember’s information, the content of inspection may be limited to information of persons onboard.

(VII) Special safety inspection record shall be recorded into the “special platform of information submission for ships entering into Xiamen” of the AIS (new version 2.0) by the maritime law enforcement official(s) at the day of inspection.

### III. Special security inspection for ships

For a foreign ship intending to enter into waters under the administration and control of Xiamen from a Chinese port, the special security inspection for such ship shall be carried out by the MSA of the last Chinese port at which the ship called prior to her arrival at the applicable waters. For a foreign ship directly arriving at waters under the administration and control of Xiamen from a foreign port, the special security inspection for such ship shall be carried out by Fujian MSA.

(I) Key content for special security inspection on ship shall at least include: ship

security certificate and the continuous overview record, ship's security officer and his relevant certificates, the familiarity of the security officer to corresponding measures for different security levels, controlling measure to ladder way and passages of the ship, check by the ship for persons embarking and their luggage, labeling and controlling of restricted areas onboard, situation of ship's security drills as well as corresponding security records, etc..

(II) Where the ship encounters any of the following circumstances, special security inspection shall be carried out again for such ship:

1. Accident of ordinary level or above;
2. Malfunction of main navigational equipments or anti-pollution equipments;
3. Information of crewmember changes during such period.

For the re-implemented special security inspection due to change of crewmember's information, the content of inspection may be limited to verifying the information of persons onboard.

(III) Special security inspection shall be carried out in combination with PSC work, if the ship has not entered into the PSC window period, this may be limited to conducting special security inspection. PSC inspection report shall be issued after completion of the inspection, and situation of inspection shall be recorded into CCIS system within prescribed time limit.

#### IV. Reporting of special information

(I) any Chinese ship intending to enter into waters under the administration and control of Xiamen to navigate, berth or carry out operation shall, before handling departure report, submit truthfully the Report Form of Ship Information (Attachment III) and the Report Form for Information of Crewmembers Onboard as required to the local MSA of the place where she locates, meanwhile, the Checklist Form for Special Safety Inspection for Ship and the Report Form for

Information of Crewmembers Onboard, both of which are affixed with the special seal of safety inspection for ship, shall also be presented. The Report Form of Ship Information and the Report Form for Information of Crewmembers Onboard provided by the ship shall be attached with the signature of the Master for confirmation. Where the ship's last port of call is a foreign port, she shall submit the above report forms when handling port entry formalities.

- (II) Where a ship, after departing from a port, changes her port of destination to sail to the applicable waters due to the need of her business operation, she shall, before entering into the applicable waters, submit to the nearest MSA the Report Form of Ship Information and the Report Form for Information of Crewmembers Onboard.
- (III) A ship navigating, berthing or carrying out operation for fixed terms or long terms in waters under the administration and control of Xiamen shall submit the Report Form of Ship Information and the Report Form for Information of Crewmembers Onboard to the local MSA of the place where she locates before June 1.
- (IV) Any foreign ship engaged in international voyages intending to enter into waters under the administration and control of Xiamen to navigate, berth or carry out operation shall submit the Report Form of Ship Information, the name list of persons onboard as well as the PSC inspection report (copied) of her last port of call when handling inspection formalities for entering or leaving the port.
- (V) The MSA shall record the Report Form of Ship Information, information of persons onboard into the "special platform of information submission for ships entering into Xiamen" of the AIS (new version 2.0) before the ship departs from the port.

#### V. Other work requirements

- (I) For any Chinese ship intending to enter into waters under the administration and control of Xiamen to navigate, berth or carry out operation, her owner or operator

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shall organize the ship to carry out self-check before setting sail, timely find and rectify possible existing problems of the ship, perform her duties of safe production.

(II) The ship shall ensure that the AIS onboard is in enable status, input relevant information accurately, and ensure the smooth communication onboard. Where a ship is not equipped with AIS or VHF equipment or where her AIS or VHF equipment is damaged, she shall not enter into the waters under the administration and control of Xiamen. Where a ship finds that her AIS or VHF equipment was damaged after entering into the waters under the administration and control of Xiamen, she shall report immediately to the MSA of the place where she locates, and shall abide by supervision orders of the MSA.

(III) The ship shall report relevant information truthfully, and shall be responsible for the completeness and authenticity of materials provided by her.

(IV) MSA shall verify relevant information strictly. Upon finding that a ship has any of the following situations, the MSA shall carry out on-site verification, and order the ship to rectify before departure:

1. The ship fails to handle the report for entering into or leaving from a port or the inspection formalities for entering into or leaving from a port whilst she was required to handle to same;
2. The ship has not underwent special safety inspection whilst she was required to undergo the same;
3. Relevant deficiencies to items listed in the Checklist Form for Special Safety Inspection for Ship have not been rectified and reviewed as satisfactory;
4. Persons onboard are inconsistent with Report Form for Information of Crewmembers Onboard;
5. Content of the Report Form of Ship Information is inconsistent with ship's actual situation.

Upon finding that any ship leaves the port arbitrarily without submitting report as required, the MSA of the place where such ship locates shall notify MSAs along the route of the ship and MSAs of the applicable waters immediately. Punishment shall be reinforced in accordance with relevant provisions for ship that refuses to fulfill relevant requirements.

(V) Fujian MSA shall establish verification mechanism for situation of special safety inspection on ships and information of persons onboard, set up special verification working group, adopt the way of electronic comparison in combination with on-site verification, and enhance the verification and comparison of information of ships that enter into the applicable waters.

(VI) Fujian MSA shall establish ship administration control information notification mechanism, enhance the communication and contact with MSAs who implement remote administration and control for ships. Upon finding that any ship fails to fulfill the administration and control measure in accordance with this plan, it shall notify MSAs of the ship's port of registry, port of origin and port of destination in a written or electronic form.

(VII) Fujian MSA shall formulate traffic organizing plan for the waters where ships are under administration and control, and shall, through the information-based way and enhanced on-site patrol inspection, implement effective dynamic tracing and traffic organizing control for ships entering into the waters under the administration and control of Xiamen.

(VIII) All provincial MSAs shall make clear of their persons in charge and contact persons in respect of the "special safety supervision works on ships entering Xiamen". Amongst which, person in charge shall be a bureau leader who is in charge of business. Please submit the list of names of such persons in charge to



China MSA (please refer to Attachment IV for format of submission).

Contact Person: Chen Xingsen and Liu Leida, Ship Supervision Division of China  
MSA

Contact Tel: 010-65292588; Fax: 010-65292875

Attachments:




1. Checklist Form for Special Safety Inspection for Ship (sea-going ship)
2. Report Form for Information of Crewmembers Onboard
3. Report Form of Ship Information
4. Form of Information for Persons in Charge and Contact Persons in Provincial MSAs

China MSA(seal)

May 24, 2017

## Attachment I

**Checklist Form for Special Safety Inspection for Ship**

Name of ship		Port of registry		Type of ship	
Gross tonnage		Referential deadweight (t)		Length of ship (m)	
Total power of main engine		Ship ID No.		Date of completion of building	
Owner		KW		Ship's Contact Tel:	
Operator					
Zones where the ship intends to navigate	<input type="checkbox"/> XX waters		<input type="checkbox"/> XX waters		
Safety inspection	 normal	 having problem	 inapplicable		
<b>1. AIS equipment</b>					
1.1. Equip with					
1.1.1. Whether the ship equips with AIS?					<input type="checkbox"/>
1.1.2. Whether the AIS so equipped conforms to other prescribed requirements?					<input type="checkbox"/>
If the ship equips with AIS as required, check the following items					
1.2. Status of equipments					
1.2.1. Whether the AIS is maintained as enable?					<input type="checkbox"/>
1.2.2. Whether the ship's static data is accurate in the AIS? Whether such data is consistent with that shown in certificate?					<input type="checkbox"/>
1.2.3. Whether the ship's dynamic data is accurate in the AIS?					<input type="checkbox"/>
1.2.4. Whether double sets of power supply respectively as main power supply and emergency power supply are installed, and whether such double sets of power supply can switch mutually?					<input type="checkbox"/>
1.3. Operating of equipments					
1.3.1. Whether relevant personnel are able for the operation of sending text message of designated content to the coast station or other ships?					<input type="checkbox"/>
1.3.2. Whether relevant personnel are able to conduct stimulation prediction for closest time and point of approach?					<input type="checkbox"/>
1.3.3. Whether relevant personnel are able to conduct test for BIIT?					<input type="checkbox"/>
<b>2. Nautical charts and publications</b>					
2.1. Nautical charts					
2.1.1. Whether the ship equips with nautical charts as required?					<input type="checkbox"/>
2.1.2. Whether such nautical charts are rectified timely? Whether the content so rectified is consistent with that in navigational notice?					<input type="checkbox"/>
2.2. Nautical publications					
2.2.1. Whether sailing directions, list of aid to navigation, navigational notices, tidal table and necessary publications for all other scheduled routes are equipped with and maintained as latest?					<input type="checkbox"/>
<b>3. Ship's communication</b>					
3.1. Whether relevant personnel are able to conduct a call test to nearby coast station through radio telephone channel using VHF equipment?					<input type="checkbox"/>

3.2. Whether ship's radio equipment has 2 set of power supply?				<input type="checkbox"/>	
<b>4. Power unit &amp; steering gear</b>					
4.1. Power unit					
4.1.1. Whether the exhaust pipe of main engine is wrapped up by thermal insulation material, whether such thermal insulation material is broken?				<input type="checkbox"/>	
4.1.2. Whether main engine's emergency stoppage device is in good condition?				<input type="checkbox"/>	
4.1.3. Whether test has been made for ahead and astern of main engine?				<input type="checkbox"/>	
4.1.4. Whether operating instructions are posted?				<input type="checkbox"/>	
4.1.5. Whether the communication between the bridge and engine room is maintained as smooth?				<input type="checkbox"/>	
4.1.6. Whether the operating of ship's generator sets is in good condition?				<input type="checkbox"/>	
4.2. Steering gear					
4.2.1. Whether the steering time of steering gear is consistent with specification requirements?				<input type="checkbox"/>	
4.2.2. Rudder angle indicator between the steering gear room and the bridge is in consistency?				<input type="checkbox"/>	
4.2.3. Whether switch operating procedure is posted in the steering gear room and the bridge?				<input type="checkbox"/>	
4.2.4. Whether the alarm device of the rudder is in good working condition?				<input type="checkbox"/>	
4.2.5. Verifying the emergency steering gear and testing the same. Whether it is in available condition?				<input type="checkbox"/>	
<b>5. Persons onboard</b>					
5.1. Whether the actual manning of the ship conforms to the requirement of the Ship's Minimum Safe Manning Certificate?				<input type="checkbox"/>	
5.2. Whether certificates of competency for crewmembers are consistent with the ship?				<input type="checkbox"/>	
5.3. Whether the Master and deck officers are familiar with relevant safety management provisions such as the "COLREGS"?				<input type="checkbox"/>	
5.4. Whether crewmembers are familiar with relevant management provisions of bridges in waters within which the ship need to navigate?				<input type="checkbox"/>	
<b>6. Dangerous cargo carried onboard</b>					
6.1. Whether the ship holds effective certificate of fitness for loading?				<input type="checkbox"/>	
6.2. Whether the ship holds effective documents such as declaration form for dangerous goods carried by ships?				<input type="checkbox"/>	
6.3. Whether the type of cargo conforms to requirement as set out in certificate of fitness for dangerous goods carried by ships?				<input type="checkbox"/>	
<b>Other issues that need explanation:</b>					
Remarks:					
<p>1. Items for which <input type="checkbox"/> is selected in this checklist form must be written as a deficiency into the notice of safety inspection for ship;</p> <p>2. This Form shall be kept together with the notice of safety inspection for ship (the page to be kept by MSA).</p> <p>3. This Form is in duplicate, special seal of safety inspection for ship shall be affixed in the box "port of inspection" on both copies, with one to be kept by MSA and the other to be kept by the ship for future check.</p>					
Port of inspection		Inspector		Date of inspection	

## Attachment II

**Report Form for Information of Crewmembers Onboard**

Name of ship		Port of registry		Type of ship		
Owner				Contact Tel		
Operator				Contact Tel		
Date of special safety inspection *		Ship's contact cellphone No.				
<b>Situation of persons onboard</b>	<b>Name</b>	<b>Gender</b>	<b>Nation</b>	<b>Origin</b>	<b>ID No.</b>	<b>No. of Certificate of Competency (if any)</b>
<p>Declaration by the Master *: information of persons onboard reported in this Form is true and accurate and is totally consistent with the information of persons actually on board. I am aware of relevant safety management provisions for navigating in Xiamen waters and relevant special provisions during the remote control period for ships entering Xiamen. In case of any change to persons onboard, we will report to MSA immediately and apply for special safety inspection. Any and all consequences arising from violation of the above declaration shall be borne by the ship side.</p> <p style="text-align: right;">Signature of Master/ seal of the ship: Date:</p>						
<p>Law enforcement official: MSA (seal) <span style="float: right;">Date:</span></p>						

Remark: This Form shall be filled up by the ship side and is in duplicate, special seal of safety inspection for ship shall be affixed on both copies, with one to be kept by MSA and the other to be kept by the ship for future check.

## Attachment III

**Report Form of Ship Information**

Name of ship				Port of registry	
Owner				Contact Tel:	
Operator				Contact Tel:	
Ship management company				Contact Tel:	
Date of special safety inspection				Ship's contact cellphone No.	
Official No.		Original registration No.		Call sign (if applicable)	
INMARSAT Communication Telephone		MMSI No.(if applicable)		DSC attending frequency (if applicable)	
Type of ship		Date of completion of building		Verified navigational zone (route)	
LOA(m)		Molded breadth (m)		Molded depth (m)	
Gross tonnage		Net tonnage		Deadweight	
Port of departure		Number of persons onboard		Maximum draft upon departure	
ETA Zhejiang waters		ETB waters			
Specific waters where the ship will pass through	<input type="checkbox"/> XX waters <input type="checkbox"/> XX waters				
Actual passengers/cargos carried onboard (or tugged) onboard	Name of cargo		Type of packing (if applicable)		Category of danger (if applicable)
Name of MSA that issues visa		Contact Tel		Whether AIS is installed onboard	
<p>Declaration by the Master *: At the beginning of this voyage, this ship was seaworthy, and person onboard were competent. I am aware of relevant safety management provisions for navigating in relevant waters and relevant special provisions during the remote control period for ships entering Xiamen, and information so reported hereby is authentic and accurate. This ship will not carry out any other "ship-port" or "ship-ship" interface activities in this port after handling departure report or formalities for leaving from this port. Any and all consequences arising from violation of the above declaration shall be borne by the ship side.</p> <p style="text-align: right;">Signature of Master/ seal of the ship: Date:</p>					

## Attachment IV

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**Form of Information for Persons in Charge and Contact Persons in Provincial MSAs**

No.	Name	Name of MSA	Office phone	Mobile phone	Email
1					
2					
3					