



**Service Request for
Ship Modification / Conversion /Change of Class Notation**

Tick (√) as applicable { Ship Modification
Conversions
Change of Class Notation

**To
Indian Register of Shipping**

We request the management of Indian Register of Shipping to instruct the Society's Surveyors to undertake Survey during Modification / Conversion/ Change of class notation* and issue Certificates for Classification / Statutory* services with appropriate Notation. We agree to provide safe working environment and also agree to give the Surveyors necessary facility, & access to carry out their duties, and where appropriate ensure that all sub-contractors & suppliers of materials, components & equipment provide the same. We agree to pay the established fee or any variation there from which has been duly notified, and in addition any traveling and other expenses and applicable taxes, which may be incurred by the Surveyors in connection with the Survey.

1. GENERAL INFORMATION

Ship Name:	IR. No:	Dual/Double Class:	Flag:
Type of Ship:	Material of Construction:	Sister Ships:	
Owners/Managers*: Address: Email ID: (* - Owners authorization to be obtained) Contact Person Name: Tel No.			
Name and Address for invoicing:			
Shipyard (Proposed where modification/Conversion will be carried out) : Address: E-mail Id			
Designers(if other than the Shipyard): Address: E-mail Id: Contact Person Name: Tel No.			
Sub-Contractor Yard (if any): Address: Contact Person Name: Tel No.			

2. MODIFICATION/CONVERSION

Contract Date for Ship Conversion / Modification :	Proposed Date of Commencement:	Proposed Date of Completion:
Proposed Registration & Area of Operation:		Estimated Gross Tonnage: (After Mod. /Conv.)

3. MACHINERY INFORMATION

Modification to Main Propulsion Arrangement , if any : Yes / No If Yes , Details :
Modifications to Electrical Power Plant Arrangement , If Any : Yes / No If Yes , Details :
Any changes to Control Systems? Yes / No If Yes , Details :

[*]: -Delete as appropriate.



4. DESIRED CLASS NOTATION:

5. DESCRIPTION OF PROPOSED MODIFICATION IN BRIEF :

6. STATUTORY CERTIFICATION / APPROVAL (After Modification/Conversion) :

Certificates / Statements of Compliance to be issued with approval of supporting documents on behalf of the Statutory Authority:
[Please tick (✓) as applicable]

6.1 CONVENTION CERTIFICATE/CODE COMPLIANCE

A. LOAD LINE # International Load line	<input type="checkbox"/>	F. MARPOL f.1 MARPOL Annex I # f.2 MARPOL Annex II # f.3 MARPOL Annex IV f.4 MARPOL Annex VI (Air Pollution) [IAPP] f.5 MARPOL Annex VI – International Energy Efficiency Certificate[IEEC]	<input type="checkbox"/>	H. OTHERS h.1 AFS h.2 Code of safety for Special Purposes Ships (SPS) # h.3 HSC Code # h.4 International Bulk Chemicals Code # h.5 International Gas Carrier Code# h.6 Fishing Vessel Safety (Torremolinos) h.7 IMSBC Code h.8 Carriage of Dangerous Goods h.9 MODU Code	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
B. TONNAGE b.1 International Tonnage Certificate (1969) b.2 Suez Canal Tonnage b.3 Panama Canal Tonnage	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>				
C. Cargo Ship Safety Construction Certificate #	<input type="checkbox"/>				
D. Cargo Ship Safety Equipment Certificate	<input type="checkbox"/>	G. PASSENGER SHIP # g.1 Passenger Ship Safety g.2 Special Trade Passenger Ship	<input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/>
E. Cargo Ship Safety Radio Certificate	<input type="checkbox"/>				

6.2 NON CONVENTION CERTIFICATE

A. Cargo Ship Construction Certificate	<input type="checkbox"/>	D. Sewage Pollution Prevention	<input type="checkbox"/>	G. River Sea Safety Certificate River Sea Type 1, 2, 3, 4	<input type="checkbox"/>
B. Cargo Ship Equipment Certificate	<input type="checkbox"/>	E. Oil Pollution Prevention	<input type="checkbox"/>	H. Other Non-Conventional Certificate (if any), Flag Specific Format	<input type="checkbox"/> <input type="checkbox"/>
C. Cargo Ship Radio Certificate	<input type="checkbox"/>	F. Air Pollution Prevention	<input type="checkbox"/>		

6.3. APPROVAL OF DOCUMENT

A. Ballast Water Management	<input type="checkbox"/>	D. Crew Accommodation Plan /Certificate d.1 ILO133 Crew Accommodation d.2 ILO 92 Crew Accommodation d.3 MS (Crew Accommodation) Rules d.4 ILO MLC 2006 d.5 National Rules of Flag[]	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	E. Garbage Management Plan	<input type="checkbox"/>
B. Cargo Securing Manual	<input type="checkbox"/>			F. Any Other	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
C. COLREG Requirements (LSS Plan)	<input type="checkbox"/>				

6.4 VOLUNTARY COMPLIANCE [IF ANY]

A.	
B.	
C.	
D.	



[#] : -i) *Damage stability review may be part of certification, as per applicable IMO instruments.*
ii) *In general applicability of Damage stability is as follows:*

- All Passenger Ship [SOLAS]
- Cargo Ship [SOLAS] (L > 80m Keel Laid after 1st July 1998 & L>100m Keel Laid after 1st February 1992)
- Load Line (L >100m for type B Reduced Freeboard & L>150 m For Type A Freeboard)
- All HSC Code
- Offshore Supply Vessels Code [Load Line Length ≥ 24m < 100 m]
- MARPOL Annexure I [>150 GT Keel Laid after December 1979]
- International Bulk Chemicals Code [Keel Laid after 1st July 1986]
- International Gas Carrier Code
- All Special Purpose Ship Code

We agree to accept the Terms & Conditions indicated herein under:

Signature:

Name:

Designation:

Stamp :

Date

Place:

Terms and Conditions

1. All the applicable requirements of the Rules and Regulations of Indian Register of Shipping (herein referred to as IRS) and Statutory Regulations, as applicable, will be complied with unless specific dispensations are obtained.
2. The date of “contract for modification / Conversion” of a vessel is the date on which the contract to modify/convert the vessel is signed between the owner and the shipbuilder/ repairer.
3. Construction will be carried out using necessary documents duly approved by IRS.
4. IRS approval for all procedures e.g. welding, moulding, NDE etc. requiring pre-qualification for quality assurance will be obtained.
5. No repairs will be carried out without the concurrence of the attending Surveyors.
6. Suppliers of machinery, equipment and components, required to be manufactured / fabricated under IRS inspection as per the Rules & Regulations, will be instructed to manufacture /fabricate and supply the same (prior to installation) under inspection of IRS Surveyors.
7. IRS will be the final authority for interpretation of the appropriate IRS Rules for Classification.
8. The desired notations will form the basis of our evaluation of the ship’s design and construction. However, the assignment of the desired Class Notation to the ship is subject to satisfactory compliance with the appropriate rules and regulations, in both the design and construction of the ships and, therefore, can be finalized only after examination of the specific documents & satisfactory completion of surveys in compliance with the Rules.
9. Classification / Certification may be withheld or, if already granted, may be withdrawn in the event of any non-compliance with the Rules & Regulations, including in the event of non-payment of any fee due to IRS.
10. Whilst IRS and its Management use their best endeavours to ensure that the functions of IRS are properly carried out, in providing services information or advice neither IRS nor any of its servants or agents warrants the accuracy of any information or advice supplied. Except as set out herein neither IRS nor any of its servants or agents (on behalf of each of whom IRS has agreed this clause) shall be liable for any loss damage or expense whatever sustained by any person due to any act or omission or error of whatsoever nature and howsoever caused in any information or advice given in any way whatsoever by or on behalf of IRS, even if held to amount to a breach of warranty. Nevertheless, if any person uses services of IRS, its servants or agents or any negligent inaccuracy in information or advice given by or on behalf of IRS then IRS will pay compensation to such person for his proved loss up to but not exceeding the amount of the fee charged by IRS for that particular service, information or advice.
Any notice of claim for loss, damage or expenses as referred to above shall be made in writing to IRS Head Office within six months of the date when the service, information or advice was first provided, failing which all the rights to any such claim shall be forfeited and IRS shall be relieved and discharged from all liabilities.
11. IRS renders all its services with complete confidentiality in respect of its clients’ technical and commercial data in totality. Disclosure of all such information is subject to the written consent from the owner of the information, subject to applicable legal and statutory requirements and obligations.



FOR IRS USE ONLY

Whether the Modification/Conversion is of "Major in Nature"

Yes / No

Review Remarks :

Reviewed by HOD Class:

Reviewed by HOD Statutory

Reviewed by HOD Plan approval

(Signature, Name)

Date:

(Signature, Name)

Date:

(Signature, Name)

Date:

A. Owner advised vide letter ref: _____ date: _____ giving details of:-

1. Acceptance/Rejection.
2. List of Drawings required.
3. Consolidated list of statutory, class. IACS UR and other requirement.
4. Fee Quote etc.

B. IOM to Survey Station with instructions.

HOD Plan Approval
