



# Technical Circular

No.: 043/2016

Date: 21<sup>st</sup> November 2016

## To Whomsoever it may concern

### **Subject: Electronic Oil Record Books (Part I & Part II).**

1. The Liberian Administration has permitted the use of electronic oil record book as an alternative substitute of the traditional paper ORB and has issued Marine Notice POL-012, 11/16 (copy attached) providing implementation guidance on the use of Electronic Oil Record Book (e-ORB) as the official oil record book onboard Liberian flagged Vessels.
2. Currently only the Liberian Registry's own e-ORB has been approved for use on Liberian flagged vessels.
3. Basic procedure for use of Liberian Registry's electronic oil record books on Liberian vessels is as follows:
  - a. Electronic record book to be ordered by emailing [eorb@liscr.com](mailto:eorb@liscr.com)
  - b. When the order is fulfilled and e-ORB software arrives onboard, it is to be installed by senior officer of the crew, maker's technician or other authorized party.
  - c. To receive the product license key, send the fingerprint file to [support@e-orb.com.cy](mailto:support@e-orb.com.cy). The license key will be provided via email.
  - d. After receiving the vessel license key and completing software installation, the vessel can apply for 'Declaration of MARPOL Electronic Record Book' by emailing [eorb@liscr.com](mailto:eorb@liscr.com) with the details like name of the ship, the date when software was installed, name of the installer and the version of software installed.
  - e. 'Declaration of MARPOL Electronic Record Book' will be provided to the vessel as a proof of conformance with flag requirements.
  - f. After receiving 'Declaration of MARPOL Electronic Record Book' from Liberian Administration, the e-ORB can be officially used onboard.
4. Declaration of MARPOL Electronic Record Book is to be carried onboard vessel following initial installation and annually thereafter. The latest version of approved e-ORB software, provided through annual maintenance and support upgrades, must be installed.



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. While we have taken utmost care to be as factual as possible, readers/ users are advised to verify the exact text and content of the Regulation from the original source/ issuing Authority.

5. The administration has determined a transitional period of one year from 01 January 2017 until 01 January 2018 for the implementation of the use of e-ORB on Liberian flagged vessels
6. During the transitional period vessels utilizing the e-ORB on board, as the official ORB, are required to print out all entries in the e-ORB in sequential order of the date the entry is recorded, signed by the officers in charge of the operations with each completed page signed and dated by the Master (electronically through the e-ORB).
7. The printed copy of the entries from the e-ORB is considered as the official ORB and is to be kept in a binder in a secure location onboard and made available for examination when requested by Liberian flag State inspectors and port State control.
8. The printed version not to have any handwritten addition or correction that is not reflected in the e-ORB. If revision of an entry is required after printing, it shall be done in the e-ORB and all applicable pages reprinted.
9. The first entry in the e-ORB and thus the first page printed from the e-ORB should indicate a date after the date indicated on the Liberian Administration issued 'Declaration of MARPOL Electronic Record Book'.
10. Ship owners/ operators and masters are advised to be guided by above.

**Enclosure:**

1. Liberia Maritime Authority Marine notice POL-012 of 11/16 reg. Electronic Oil Record Books (Part I & Part II).

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