



# TUVALU SHIP REGISTRY

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## MARINE CIRCULAR

**MC-5/2016/1**

11/2016

**FOR:** Ship Owners, Ship Managers, Ship Operators, Ship Masters, Ship Officers, Classification Societies, Port State Control Officers

**SUBJECT: IMPLEMENTATION OF ELECTRONIC DOCUMENTS & RECOGNITION OF COLOUR COPIES OF ORIGINAL DOCUMENTS**

### DEFINITIONS:

The following abbreviations stand for:

- "PSC" – Port State Control

The term "Administration" shall mean the Tuvalu Ship Registry.

### PURPOSE:

The purpose of this marine circular is to advise port authorities, PSC authorities, and any interested parties of the Administration's implementation of electronic-only format for certain documents issued by this Administration, as well as recognition of colour copies of original documents issued by this Administration. The implementation of electronic format for certain types of documents creates a greener environment, and the recognition of colour copies of original documents will minimise any delay to the operations of Tuvalu flagged vessels due to the time taken for the originals to reach the vessel.

### APPLICATION:

This marine circular applies to all Tuvalu flagged vessels.

### CONTENTS:

#### 1. The following Documents are issued in Electronic format only:

- 1.1. Attestation Letters for Exemptions for vessel / crew
- 1.2. Dispensation Letters for Crew
- 1.3. Provisional Certificates of Endorsement for Officers (PCOE)

#### 2. The Colour Copies of the following Original Documents issued by this Administration shall be recognized as valid for thirty (30) days from the date of issuance:

- 2.1. Provisional & Permanent Certificate of Registry
- 2.2. Provisional & Permanent Minimum Safe Manning Certificate
- 2.3. Provisional & Permanent Ship Radio Station Licence
- 2.4. Special Voyage Permit
- 2.5. Civil Liability Convention Certificate (CLC)
- 2.6. Bunker Convention Certificate (BCC)
- 2.7. Wreck Removal Convention Certificate (WRC)
- 2.8. Continuous Synopsis Record (CSR)
- 2.9. Permanent Certificates of Endorsement for Officers (COE)

2.10. Interim & Full Term Statutory Certificates (where issued by this Administration)

### **3. Verification of Electronic Documents**

3.1. We welcome any port / PSC authority and/or interested parties to contact this Administration for the verification of any documents (electronic or colour copies) mentioned in sections 1 and 2 above should there be any doubt or reason for suspicion on the authenticity and validity.

3.2. Please email a copy of any document(s) required for verification to [support@tvship.com](mailto:support@tvship.com) and a verification shall be provided by this office no later than 24 hours.

3.3. If only verification of the validity of Crew Endorsements and Ship Registration is required, then port / PSC authorities and/or interested parties may use our on-line verification tool at the following links:

3.3.1. Crew Endorsements: <http://www.tvship.com/EN/Services/COEStatus.aspx>

3.3.2. Ship Registration Status: <http://www.tvship.com/EN/Services/RegistrationStatus.aspx>

Yours sincerely,

Deputy Registrar  
Tuvalu Ship Registry