Technical Circular

No.: 029/2025 Date: 26th August 2025

Subject: The Marshall Island Marine Notice No. 5-034-5 Reg. United States, Australia, and China Pre-Arrival Requirements

1. The Marshall Island Administration has issued Marine Notice No. 5-034-5 informing regarding pre- arrival requirement for vessels calling United States, Australia and China ports.

2. For All RMI flagged vessels arriving in US ports:

   a. All vessel to give Electronic Notice of Arrival (eNOA) to the Administrator at NOA@register-iri.com 96 hours before arrival and to submit the Critical Items Checklist (MSD 340 as attached with this circular) together with the eNOA.

   b. If the vessel is making consecutive port calls within USA, the Critical Items Checklist (MSD 340) to be submitted before arriving at the first port.

   c. An updated MSD 340 is to be submitted if the condition of any listed item changes during these consecutive port calls or the vessel calls in another country prior to returning to USA.

3. For All RMI flagged vessels arriving at an Australian or Chinese port:

   a. All vessel to submit the Critical Items Checklist (MSD 340) by email to inspections-hk@register-iri.com 96 hours before arrival.

   b. If the vessel is making consecutive port calls within Australia or China, the Critical Items Checklist (MSD 340) to be submitted before arriving at the first port.

   c. An updated MSD 340 to be submitted if the condition of any listed item changes during these consecutive port calls or the vessel calls in another country prior to returning to Australia or China.

4. The MSD 340 checklist is to be completed and signed by both the Master and Chief Engineer. It is expected that the Master and Chief Engineer personally verifies each item on the MSD 340.

5. Failure to properly complete and submit the MSD 340 checklist or to accurately report non-operational items or equipment on board an RMI-flagged vessel may be cause for suspension of the Master's and/or Chief Engineer's RMI seafarer documents.

6. Additionally, failure to properly complete or submit the MSD 340 checklist may result in the Administrator requiring an additional audit of the vessel or Company SMS, and/or a special inspection.

7. Administration also encourages all vessels to use the Critical Items Checklist (MSD 340) prior to entering any port and if any deficiency is noted as a result of using the checklist, owners or operators to notify the Administrator and the appropriate coastal State authorities prior to entering port.

8. Ship owners/ operators and masters of Marshall Island flagged ships are advised to be guided by above and ensure compliance.

Enclosure:

1. Marine Notice No. 5-034-5
2. Critical Items Checklist (MSD 340)

REPUBLIC OF THE MARSHALL ISLANDS

MARITIME ADMINISTRATOR

Marine Notice

No. 5-034-5

Rev. Aug/2025

TO: **ALL SHIPOWNERS, OPERATORS, MASTERS, AND OFFICERS OF MERCHANT SHIPS AND RECOGNIZED ORGANIZATIONS**

SUBJECT: **United States, Australia, and China Pre-Arrival Requirements and Other Measures to Improve Compliance**

References:
(a) **RMI Maritime Act 1990**
(b) **RMI Maritime Regulations (MI-108)**
(c) **RMI Marine Notice 2-011-20**, *Notice of Intended Entry into Port*
(d) **RMI Form MSD 340**, *Critical Items Checklist*

PURPOSE

This Marine Notice (MN) addresses the Republic of the Marshall Islands (RMI) Maritime Administrator's (the "Administrator") pre-arrival requirements and measures for improved compliance for RMI-flagged vessels. These pre-arrival requirements are compulsory for port calls in the United States (US), Commonwealth of Australia (Australia), and the People's Republic of China (China). This MN also stresses the need for continued vigilance by shipowners, operators, Masters, officers, and crew to ensure RMI-flagged vessels comply with all national and international rules and regulations. It is based on the guiding principle of Management by Walking Around (MBWA).

This MN supersedes Rev. Aug/2017. It has been updated to add compliance requirements for vessels calling ports in the US, Australia, and China.

BACKGROUND

Under RMI laws and regulations, RMI-flagged vessels calling at any port:

- are required to comply fully with all national and international standards for safety, security, environmental protection, and the welfare of seafarers; and

- must be able to demonstrate compliance.

See RMI Maritime Regulations, Chapter I, §2.11 (*Compliance with International Conventions, Agreements and National Standards*) and Chapter 5 (*Marine Inspection*).

Although the Administrator publishes Marine Notices, Marine Safety Advisories, and other documents to address compliance and provide methods of prevention, substandard conditions are still being found during flag State inspections, port State control (PSC) examinations, and other boardings. Such conditions include:

- blocked, disconnected, or tied open quick closing fuel oil valves;
- the hyper-mist fire extinguishing system not ready for use, not lined up in automatic mode or with the water supply valve shut rather than open;
- inoperable oily water separator (OWS), oil content meter (OCM), or not being able to demonstrate proper operation of either;
- failure of the crew to adequately carry out a fire, abandon ship, engine room evacuation, or confined space entry drill;
- items such as smoke detectors rendered inoperable;
- substandard cleanliness or condition of the engine room; and/or
- failure to report inoperable equipment, such as:
  - fire dampers or other fire protection and extinguishing systems;
  - emergency fire pumps not fully operational or not able to take suction in ballast condition; and/or
  - rescue boat engines not able to start.

APPLICABILITY

This MN applies to all RMI-flagged vessels.

REQUIREMENTS

1.0 Requirements Prior to Arrival in US Ports

1.1 Electronic Notice of Arrival (eNOA)

.1 MN 2-011-20 requires all RMI-flagged vessels entering US ports or places within the navigable waters of the US which includes internal waters and the territorial seas of the US and any deepwater port as defined in 33 CFR 148.5 to submit a copy of the eNOA to the Administrator at NOA@register-iri.com when submitting it to the US Coast Guard (USCG) 96 hours prior to entering US waters.[1]

[1] Refer to 33 Code of Federal Regulations (CFR) §160.212 for required time frames for submittal of eNOA.

.2 As part of the required information that must be included on the eNOA,[2] all non-operational equipment or systems must be listed. Proactively listing inoperative equipment or systems on the eNOA and notifying the Administrator can often help prevent adverse PSC actions.

1.2 Critical Items Checklist

.1 In addition to the eNOA, all RMI-flagged vessels arriving in US ports or places must submit the *Critical Items Checklist* (MSD 340) together with the eNOA to the Administrator at NOA@register-iri.com 96 hours before arrival.

.2 The MSD 340 must be completed and signed by both the Master and Chief Engineer. Utilizing the principles of MBWA, it is expected that the Master and Chief Engineer will personally verify each item on the MSD 340.

.3 If the vessel is making consecutive port calls within the US, the MSD 340 must be submitted before arriving at the first US port.

.4 An updated MSD 340 must be submitted if the condition of any item listed changes during these consecutive port calls or after the vessel calls at a port outside the US.

1.3 Non-compliance

.1 Failure to properly complete and submit the MSD 340 or to accurately report non-operational items or equipment on board an RMI-flagged vessel may be cause for suspension of the Master's and/or Chief Engineer's RMI seafarer documents.

.2 Additionally, failure to properly complete or submit the MSD 340 or the eNOA may result in the Administrator requiring an additional audit of the vessel or Company Safety Management System (SMS), and/or a special inspection.

2.0 Requirements Prior to Arrival to Australian and Chinese Ports

2.1 Critical Items Checklist

.1 All vessels arriving at an Australian or Chinese port must submit the *Critical Items Checklist* (MSD 340) by email to inspections-hk@register-iri.com 96 hours before arrival.

[2] Refer to 33 CFR §160.206 for the items required to be submitted in an eNOA.

.2 The MSD 340 must be completed and signed by both the Master and Chief Engineer. Utilizing the principles of MBWA, it is expected that the Master and Chief Engineer will personally verify each item on the MSD 340.

.3 If the vessel is making consecutive port calls within Australia or China, the MSD 340 must be submitted before arriving at the first port.

.4 An updated MSD 340 must be submitted if the condition of any item listed changes during these consecutive port calls or the vessel calls in another country prior to returning to Australia or China.

2.2 Non-compliance

.1 Failure to properly complete and submit the MSD 340 or to accurately report non-operational items or equipment on board an RMI-flagged vessel may be cause for suspension of the Master's and/or Chief Engineer's RMI seafarer documents.

.2 Additionally, failure to properly complete or submit the MSD 340 may result in the Administrator requiring an additional audit of the vessel or Company SMS, and/or a special inspection.

3.0 Additional Measures to Improve Compliance

3.1 Use of the Critical Items Checklist

.1 All RMI-flagged vessels are encouraged to use the *Critical Items Checklist* (MSD 340) prior to entering any port and all Masters and Chief Engineers are encouraged to utilize the principles of MBWA.

.2 Should there be a known non-operational condition onboard or one that is identified as a result of using the MSD 340, owners or operators shall notify the Administrator and the appropriate coastal State authorities prior to entering port.

3.2 Quality Control Boarding (QCB)

.1 A QCB is a special inspection (see RMI Maritime Regulations, §5.34.6) conducted by the Administrator to verify compliance with national and international standards for safety, security, environmental protection, and the welfare of seafarers. The Administrator uses real-time risk assessments to identify vessels for QCBs.

.2 QCBs have made a substantial impact on improving compliance of RMI-flagged vessels and as such are compulsory as determined by the Administrator.

.3 QCBs may also be requested by an owner or operator. When requested, the Administrator will make every effort to schedule the QCB based on operational demands and inspector availability.

.4 All costs associated with a QCB are billable to the billing agent on file with the Administrator.

3.3 Detentions

.1 Owners, operators, and Masters of RMI-flagged vessels must notify the Administrator immediately of a detention. The notification should be sent to DutyOfficer@register-iri.com. Timely notification of a detention will enable the Administrator to carry out its responsibilities as a flag State in support of the vessel.

.2 Any RMI-flagged vessel that is detained is subject to an immediate special inspection by the Administrator, prior to sailing, to determine the root cause of the detention.[3]

.3 An additional survey may be required by the Recognized Organization for all statutory certificates that were the subject of the deficiency(ies) causing the detention.

.4 Where an ISM deficiency resulted in the detention, an International Safety Management (ISM) Code audit of the SMS onboard the vessel may be required prior to sailing. The scope of this audit will be stipulated by the Administrator.

.5 The ISM Company responsible for an RMI-flagged vessel being detained is required to submit a corrective action plan to address the underlying root cause of the substandard condition(s) which resulted in the detention. At the discretion of the Administrator, an audit of the Company's Document of Compliance may also be required. The scope and timing of this audit will be stipulated by the Administrator.

[3] Refer to RMI Maritime Regulations, §5.34.6. In addition, note that all costs resulting from the detention, including the cost of the special inspection and any administrative actions made necessary because of the detention, will be charged to the shipowner or operator.

REPUBLIC OF THE MARSHALL ISLANDS
MARITIME ADMINISTRATOR

CRITICAL ITEMS CHECKLIST

For all merchant vessels – the below Checklist is to be completed, signed and submitted to the Republic of the Marshall Islands (RMI) Maritime Administrator (the "Administrator") prior to arrival at a United States (US) port. Failure to follow these requirements could lead to a detention by the Administrator or PSC authorities. **Place a check mark for either "Yes," "No," or "N.A" (not applicable) as shown below.**

VESSEL NAME:	**OFFICIAL NO.:**
OWNER'S AGENT, PHONE, EMAIL:	

Yes	No	N/A	REQUIREMENTS FOR ALL VESSELS
☐	☐	☐	All ships equipped with MEPC.107(49) Oil Content Meters (OCM) must ensure that the Engineering Department staff can retrieve the "historical data" upon request by PSC authorities. All engine room alarm history, Oil Record Book (ORB) entries, OCM history and tank soundings must match with respect to dates and tank levels. Any deviation must be investigated, corrected, and if necessary, reported to the Administrator. The use of "white out" is not permitted in ORBs. All OCM seals must be intact and not tampered. All ships must demonstrate that the Oily Water Separator (OWS), OCM, and 3-way valve are fully operational, and crew is able to test in accordance with written test procedures.
☐	☐	☐	Ensure OWS piping systems are in accordance with ship's approved drawings.
☐	☐	☐	No fuel oil, lube oil or hydraulic leaks on operating machinery and no oil-soaked lagging.
☐	☐	☐	No soft patches on piping systems. If found, contact the Administrator immediately.
☐	☐	☐	No excessive bilge water in the engine room (or any other fire hazards in all machinery spaces).
☐	☐	☐	Bilge high level alarm system demonstrated fully operational.
☐	☐	☐	The fire detection system demonstrated fully operational with no faults. Vessel must have onboard a means to test smoke, heat, and flame detectors which is approved by the manufacturer. No temporary covers or obstructions on any smoke or heat detectors for any reason. If applicable, cargo hold fixed smoke detection and/or extraction system is connected and fully operational.
☐	☐	☐	All quick closing fuel valves are working properly without binding. No temporary blocks to force valves in the open position. All pneumatic lines connected.
☐	☐	☐	Steering gear tested in all modes including local and emergency without binding or uncontrolled hydraulic oil leaks. All steering alarms are fully operational.
☐	☐	☐	Main fire pumps – US Coast Guard (USCG) PSC will likely require one (1) fire hose rigged forward and one (1) from the bridge wing - and demonstrate two (2) straight steady streams of water with adequate pressure at the local gauge. Consideration must be given for extremely cold weather during the winter months.
☐	☐	☐	Emergency fire pump must be fully operational under any ballast or loaded condition and provide two (2) straight steady streams of water as described above.
☐	☐	☐	No leaks or temporary patches in the fire line or significant uncontrolled leaks in the packing glands or mechanical seals when fire pumps are energized.
☐	☐	☐	Emergency generator is tested in all starting modes and can accept the electrical load. Starting batteries fully charged and in good condition.
☐	☐	☐	Machinery space ventilation dampers tested to ensure that they close tightly and there is no mechanical binding
☐	☐	☐	Stack dampers tested to ensure that they close tightly and there is no mechanical binding or light leakage observed from inside the stack space.
☐	☐	☐	No cement boxes unless the vessel's Classification Society (Class) has fully documented it.

☐	☐	☐	No overdue Conditions of Class.
☐	☐	☐	All lifeboat and rescue boat engines must start immediately, and the rudders have good freedom of movement and no binding. Consideration must be given for extremely cold weather during the winter months.
☐	☐	☐	All lifeboat windows must have good visibility and not partially obscured, hazed or opaque. No cracks or fractures.
☐	☐	☐	No cracks or fractures in the lifeboat hulls or temporary repairs of any kind.
☐	☐	☐	All lifeboat food rations are in 100% airtight packing and not expired.
☐	☐	☐	All life raft painters must be secured properly to ensure "free floating" capability. This must be checked even after servicing.
☐	☐	☐	Life rafts and critical firefighting equipment being serviced in port or at anchor must have temporary equipment placed onboard by the service provider while the equipment is being sent ashore.
☐	☐	☐	All immersion suits visually inspected both internally and externally for tears, cracks, and deterioration. Zippers fully operational, not deteriorated, and open and close without binding.
☐	☐	☐	All firefighting suits must be in satisfactory condition, with the face mask in good order. No dry rotted rubber mask straps. Jackets, pants and gloves must not have any holes or rips in the material. Aluminized coating intact and in good condition.
☐	☐	☐	All fire screen doors must immediately slam fully shut when closed with no hold backs keeping doors in the open position.
☐	☐	☐	No missing, paint covered, or plugged fixed CO_2 / foam / or water mist system nozzles.
☐	☐	☐	All life boats and rescue boats must be able to be launched and retrieved.
☐	☐	☐	Nautical Charts, including ECDIS, must be updated to the most current Notice to Mariners. Publications must be up to date, and voyage plan must be properly prepared.
☐	☐	☐	Vessels equipped with water mist systems should verify that all valves are in the correct alignment (OPEN) and to ensure that the system is FULLY operational. Also, the system must be in "AUTOMATIC MODE" and not "MANUAL MODE" and system is "on."
☐	☐	☐	Master, officers and crew ready for fire, abandon ship and confined space rescue drills as directed by USCG PSC officers.
☐	☐	☐	All officers and ratings required by the vessel's Minimum Safe Manning Certificate have the appropriate and unexpired national and flag State documents for their capacities.
☐	☐	☐	In accordance with MN-2-011-13 §1.2, Cyber risks have been identified and addressed in the vessel's SMS.
			Please note the date of the ISM Document of Compliance annual verification:

Yes	No	N/A	**ADDITIONAL REQUIREMENTS** *(for tankers only)*
☐	☐	☐	The Inert Gas Generator and/or Inert Gas System is fully operational.
☐	☐	☐	Overboard Discharge Monitoring Equipment (ODME) is fully operational.
☐	☐	☐	The cargo tank high level alarm and high-high level alarm to be operating with audio-visual alarms as required.
☐	☐	☐	Fixed gas detection system is fully operational.
☐	☐	☐	All pressure/vacuum (P/V) relief valves for cargo tanks have been tested and are operational.
List of any non-operational equipment:			

FAILURE TO FOLLOW THIS CHECKLIST COULD LEAD TO THE VESSEL BEING DETAINED

By signing below, I certify that I have reviewed and verified each item found on the Critical Items Checklist. I also certify that if there is a problem with any item on the Checklist or any other non-operational equipment, I will notify the Administrator immediately at NOA@register-iri.com and I will report any non-operational equipment on the vessel's NOA. I understand that adverse actions can be taken against my Officer's license by the Administrator for failure to report a problem.

Master Signature / RMI Certificate No. *Print Name* *Date*

Chief Engineer Signature / RMI Certificate No. *Print Name* *Date*

COMPLETED FORM IS TO BE EMAILED TO NOA@register-iri.com