



## TECHNICAL CIRCULAR No. 041 of 23<sup>rd</sup> January 2012

|                     |                           |
|---------------------|---------------------------|
| To:                 | All Surveyors/Auditors    |
| Applicable to flag: | All Flags                 |
| Subject:            | Combined audit ISM/ISPS   |
| Reference:          | SAFETY –SOLAS, ISM , ISPS |

### I Introduction

This circular outlines the audit process requirements that must be met when an owner requests a combined ISM/ISPS audit to align the expiry dates of the SMC and ISSC for a particular vessel.

The auditor is responsible for ensuring they are qualified to perform a harmonized SMC/ISSC audit and that reporting requirements outlined in the applicable procedures and process instructions are met.

### Auditor's Instructions

1. To be able to conduct a combined audit for ISM and ISPS the auditor shall be a qualified auditor for both ISM and ISPS Code certifications.
2. When attending vessel to conduct a combined ISM and ISPS audit the following shall be taken into account:
  - a. CONARINA must be authorized by the flag administration to conduct both ISM and ISPS services,
  - b. All elements of both Codes shall be covered during the audit, and
  - c. SMC and ISSC shall be issued by CONARINA Head Office.
- 2.1 The ISM portion of the audit shall be carried out in accordance with CONARINA ISM procedures.
- 2.2 The ISPS portion of the audit shall be carried out in accordance with CONARINA ISPS procedures.

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- 2.3 Upon successful completion of combined audit (initial or renewal) both the Full Term SMC and ISSC shall be issued with same expiry date. If the combined audit is performed at the time of intermediate verification of the SMC or ISSC, the certificate with the latest expiry date shall be adjusted. The adjusted certificate shall be issued/re-issued with expiry date to coincide with the expiry date of the unadjusted provided that the expiry date of the adjusted certificate does not exceed the five (5) year period specified in either the ISM Code B/13.7 or ISPS Code A/19.3, as appropriate.
- 2.4 Any change in the expiration date of the adjusted certificate requires a full renewal verification to be carried out, unless the expiration date of the adjusted certificate is moved backwards to coincide with the unadjusted certificate and provided that the adjustment does not circumvent any audit due or coming due at the time that the harmonization is completed.

**REFERENCES:**

SOLAS, ISM , ISPS

**ATTACHMENTS: No.**

Kindest Regards,  
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