



TECHNICAL CIRCULAR No. 301 of 06th November 2015

To:	All Surveyors/Auditors
Applicable to flag:	All Flags
Subject:	ISPS Code Certification Scenarios
Reference:	ISPS Code

ISPS Code Certification Scenarios

Scenario 1: Change of ship's name (*The instructions apply in the absence of any flag administration requirements*)

a. *If change of ship's name is conducted by a Surveyor as a verification on board*

Ship Security Plan

1. Verify correct name on all certificates and in the title page, index page and revision page of SSP
2. Change name on the Ship Security Plan Review Letter.
3. Send copy of amended SSPRL to CONARINA Head Office.

Scope

1. Amend ISSC with new name
2. Send copy of amended certificate to CONARINA Head Office.
3. CONARINA Head Office issues replacement ISSC with same expiry date as the original certificate.

b. *If change of ship's name is conducted by an Auditor as a verification on board*

Ship Security Plan

1. Review and approve amendments to the SSP.
2. Issue Ship Security Plan Amendment Review Letter (SSPARL) as appropriate.

Scope

Issue replacement ISSC with same expiry date as previous one, if appropriate.

Scenario 2: Change of ship's flag (*The instructions apply in the absence of any flag administration requirements*)

a. *When SSP has not yet been approved and when CONARINA is authorized to approve SSPs*

Additional Audit

Customer Service Center

5201 Blue Lagoon Drive, 9TH. Floor,
Miami, Fl., 33126
Tel: 1 (305) 716 4116,
Fax: 1 (305) 716 4117,
E-Mail:

joel@conarinagroup.com

Technical Head Office

7111 Dekadine Ct.
Spring, Tx., 77379
Tel: 1 (832) 451 0185,
1 (713) 204 6380

E-Mail: cbozenovici@vcmaritime.com

Ship Security Plan

1. Carry out SSP approval prior to commencing the audit
2. Issue a SSPRL on behalf of the new Administration

Scope

1. Verify compliance with the requirements of the SSP
2. Issue a replacement certificate with the same expiry date as the original certificate

Interim Audit

Ship Security Plan

1. Check that the SSP is on board
2. Check that SSP addresses ISPS Code A/9.4.1 to 9.4.18
3. Check that a copy of the SSP has been submitted to the Administration or authorized RSO for approval

Scope

1. Interim verification as required by ISPS Code A/19.4.2
2. Issue Interim ISSC

c. *When SSP has already been approved*

Additional Audit

Ship Security Plan- no action

Scope

1. Verify compliance with the requirements of the SSP.
2. Issue a replacement certificate with the same expiry date as the original certificate.

REFERENCES:

- ISPS Code

ATTACHMENTS: No.

kindest Regards,
Cosmin Bozenovici
Naval Architect – Conarina Technical Head Office

Customer Service Center

5201 Blue Lagoon Drive, 9TH. Floor,
Miami, Fl., 33126
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Fax: 1 (305) 716 4117,
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