

TECHNICAL CIRCULAR No.1/02

TO: PMDS ISM AUDITORS
FROM: Capt. Jose Delgado
SUBJECT: ISM Certification Process
DATE: October 16, 2002.

Taking into consideration recent cases of vessels found with serious non conformances by PSC, particularly to new Safety Management System implementation and the enforcement of new IMO regulations/guidance for ISM, please note the following processes to be clearly identified and followed by PMDS ISM Auditors:

- 1.- The ISM certification stages according to ISM code as amended (July 02); IMO resolution A.741(18) as amended by MSC.104(73); and IMO Resolution A.913 (22), are: Interim Certification; initial verification; annual or intermediate verification; renewal verification; and additional verification.
- 2.- Of particular concerns is the interim certification for which we are requiring to follow the mandatory requirement of ISM code as amended item 14.1 to 14.3 for interim DOC; and item 14.4 for interim SMC.
- 3.- In cases of company change of certification body (to PMDS): Copy of DOC, SMC, Audit Reports (Shore-Based and Shipboard), Non Conformity Reports, etc. issued by the previous recognized organization (Classification Society) shall be send to PMDS head office.
- 4.- From the above, before the interim SMC is expired an initial verification shall be carried out and reported to our H. O. with NCR's dully closed out before FTC be issued. Additionally, a well coordination with PMDS Operations Department shall be established in order to define the type of certification/process to be requested for quotation in order to avoid misunderstanding.
- 5.- In any case, interim, initial, intermediate and renewal audits, full reports shall be submitted with appropriate evidences including payment otherwise the incomplete documentation will be placed in stand-by or affected certificate will be voided and notified to the concerned Flag State.

Capt. Jose Delgado
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