

Panama Maritime Documentation Services, Inc. INTERNATIONAL MARITIME BUREAU		Código: P-RS-02(I) Revisión: 2 Fecha: 27/06/05 Pág. 1 de 5
QUALITY SYSTEM PROCEDURE		
PREPARED BY: TA	REVISED AND APPROVED BY: TM	

1.0 TITLE

PROCEDURE FOR CASES OF SHIPS WITH DEFICIENCIES

2.0 OBJECTIVE

To specify standards for coordinate actions for those ships that do not correct deficiencies, with serious damages, detained or found with technical deficiencies by Port State or Flag State inspectors.

3.0 RESPONSIBILITY

- 3.1** Is responsibility of the personnel in Technical Management to assure the compliance of the general provisions of this process in all cases of ships found with deficiencies.
- 3.2** Is responsibility of the Operation Management to support in meeting the general requirements of this process in cases of ships with deficiencies.
- 3.3** Is responsibility of all the surveyors by PMDS/IMB, to comply with the general requirements of this process and to make sure to follow the instructions from the Head Office on those cases of ships with deficiencies, when carrying out any verification of corrective action for deficiencies.

4.0 DEFINITIONS

- 4.1 PMDS:** Panama Maritime Documentation Services, Inc., is an Organization Authorized by the Maritime Administrations of Panama, Belize and Bolivia, for carrying out surveys and certification on ships registered under these flags. In general terms referred as Recognized Organization (RO).
- 4.2 IMB:** International Maritime Bureau, is a Classification Society, dedicated to technical supervision and classification of ships in operations.
- 4.3 FLAG STATE:** Is the Maritime Administration of the flag in which the ship is registered. The flag state may have enforced a periodical inspection program for verifying the seaworthiness conditions of their ships.
- 4.4 PORT STATE CONTROL:** Is the entity of the Maritime Administration, by which foreign ships are inspected, once in their ports, on regional coordination basis.

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4.5 INTERNATIONAL REGULATION:

- 4.5.1 Procedures for Port State Control, based on IMO Resolution A.787(19) of September 23 of 1995.
- 4.5.2 Other applicable IMO Conventions and Regulations (SOLAS, ILL, IOPP, etc.).

4.6 NATIONAL REGULATIONS:

- 4.6.1 ASI, Annual Safety Inspection Program of the Panama Maritime Administration, established by Law 39 of July 8 of 1976 and Executive Decree No. 56 of October 8 of 1976.
- 4.6.2 GSI, General Safety Inspection Program of the Belize Maritime Administration, established and managed by IMMARBE.

5.0 ACTIVITIES

5.1 PROCEDURE FOR SHIPS NOT CORRECTING DEFICIENCIES OR WITH SERIOUS DAMAGES:

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| Technical Management | 5.1.1 | PMDS closes automatically the cases of ships which were issued with conditional certificates and are not reported to been carried out verification or re-inspection, within the validity of said conditional certificate. Similarly to those ships once re-inspected have not fully complied with the outstanding recommendation marked on the conditional certificate, are considered closed case for PMDS |
| Surveyor | 5.1.2 | Inform immediately to the Port Authority and to the PMDS's Technical Department, for taken the appropriate measures, when a ship is found with serious deficiencies, or have suffered damage by an accident which not allow a safe navigation or compromise the safety of persons onboard. |
| | 5.1.3 | Request for instructions in the need to withdraw any affected certificate as well as for the need for the survey and issuance of conditional certificate. |
| | 5.1.4 | Comply and follow all instructions received from PMDS's Technical Department, including evaluation of the ship condition and of affected certificates of ships detected with serious deficiencies during annual/periodical survey or by occasional inspection after serious damage caused by an accident or negligence in managing safety matters |

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5.2 PROCEDURE FOR SHIPS DETAINED BY PORT STATE OR FLAG STATE:

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| Technical Management | 5.2.1 | Once notified by Maritime Administration and/or by Port State Authority that a ship certificated by PMDS/IMB has been detained or found with technical deficiencies, shall proceed to verify the ship's file and to investigate the possible causes of the detention or the deficiencies. |
| | 5.2.2 | Make sure to comply with all instructions and requirements from the concerned Flag State/Port State Authorities in order to provide instructions to the attending surveyor or a designated surveyor in the Port where the ship is detained for monitoring the necessary corrective measures and to allow the ship to be released/cleared. |
| Surveyor | 5.2.3 | Once received the instructions from PMDS/IMB's Technical Management attending/designated surveyor, shall coordinate the soonest with ship operator/agent the for monitoring the execution of the necessary corrections. |
| | 5.2.4 | Attending/designated surveyor shall make sure to comply with all instructions and requirements from Flag/port Authorities while carrying out this occasional survey, including the completion and submission to PMDS/IMB Head Office, the report "Follow-up to Port State (PSC)/Flag State (FSC) Control Report", in which it is described according to his search and finding the possible causes of the Non-conformities; extent of the problem; other similar defects to those already identified. |
| Technical Management | 5.2.5 | Analyzes the information received from the attending/designated surveyor performing the occasional survey on the form " Follow-up to Port State (PSC)/Flag State Control (FSC) Control Report" to confirm the possible causes and responsibility for the deficiencies. |
| | 5.2.6 | The evaluation shall conduce with recommendation to the concerned Flag State of actions or sanctions if deemed necessary to be taken, and completion of any stablished requirements or formality. |
| Technical Assistant | 5.2.7 | Shall maintain a complete record of all exchange of information generated during the case until the conclusion including sanctions to identified responsible. |
| Operation Management | 5.2.8 | Keep an appart file with all cases of ship detained including for each case all information exchanged during the period of detention and a remark on Ship's and surveyor's files, of the final result of the case in order to follow up low performance. |

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5.3 PROCEDURE FOR SHIPS WITH MINOR DEFICIENCIES OR FOR CONDITIONAL SURVEY.

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| Surveyor | 5.3.1 | Request instructions to PMDS's Technical Department for ships that under Surveyor's judgment is found with minor deficiencies and is not possible to correct them in said port in order to coordinate the issuance of conditional certificate. |
| | 5.3.2 | Report to PMDS's Technical Department the cases of ships for one single delivery voyage, to go dry docking or to another port for repairs, in order to coordinate Conditional Survey |
| Technical Management | 5.3.3 | Analyses the request or report from surveyors for cases under 5.3.1 and 5.3.2 of this procedure and initiate coordination with Maritime Authority in order to obtain the permit to proceed. |
| | 5.3.4 | Provide instructions to the surveyor with the conditions and details of the Permit to Proceed. |
| Surveyor | 5.3.5 | Follow all the instructions received from PMDS's Technical Department in carrying out a conditional Survey and the issuance of conditional certificate if required for the specific period in accordance with the Permit to Proceed and in no case with validity over two months. |
| | 5.3.6 | Indicate at front of Conditional Certificate "see conditions overleaf"; and on back page, the minor deficiencies that in no case will be related to hull structural damage, including unjustified direct communication or leak between ballast, double bottom or fuel tanks; lack of watertightness; malfunction of steering or propulsion systems; none alternative for navigation, lifesaving appliances or fire fighting equipment and systems and for GMDSS communication equipment. |

Important Note: Under no circumstance, a surveyor will carry out conditional survey to or issue conditional certificate without previous authorization from PMDS's Technical Department and without been previously authorized or given a "Permit to Proceed" from respective Maritime Authority.

6.0 RELATED DOCUMENTS:

- 6.1 IMO supporting documents.
- 6.2 Panama Maritime Authority supporting documents.

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- 6.3 IMMARBE supporting documents.
- 6.4 IMB supporting documents.
- 6.5 Procedure for the Survey and Interim Certification P-SSC-03(I)
- 6.6 Procedure for the Verification and Statutory Certification P-RS-01(I)
- 6.7 Work Instructions for Survey and Certification I-SSC-01(I) to I--028(I), inclusive
- 6.8 Follow-up to Port State (PSC) / Flag State (FSC) Control Report

7.0 REFERENCE:

Section Process for Performing the Service of the PMDS/IMB Quality Management Manual.