

CIRCULAR N.º 62

PORTUGUESE MARITIME ADMINISTRATION

SUBJECT | Requirements for Authorization of Service Providers For Maintenance, Thorough Examination, Operational Testing, Overhaul And Repair Of Lifeboats And Rescue Boats, Launching Appliances And Release Gear

To | Shipowners, companies, operators, Recognized Organizations (RO), Service Providers, Masters and Skippers of Portuguese flagged vessels.

DISCLAIMER | This document is for information only and is not intended to interpret or replace the legal referenced documents published by official sources

REFERENCES | SOLAS III/20, IMO Resolutions MSC.402(96), MSC.404(96) and IACS Procedural Requirements for Service Suppliers (Z17 Rev 14)

1. OBJECTIVE

The goal of this Circular is to provide relevant information related to the procedural requirements for authorization of service providers to perform tasks as foreseen on IMO Resolution MSC.402(96).

2. APPLICATION

This procedure applies to all service providers pretending to be authorized to perform maintenance, thorough examination, operational testing, overhaul and repair of lifeboats and rescue boats, launching appliances and release gear installed on board PT flagged ships falling within the scope of SOLAS Convention and passenger vessels on domestic voyages (Directive 2009/45/EC as amended).

3. INTRODUCTION

1. SOLAS III/3 states that Requirements for maintenance, thorough examination, operational testing, overhaul and repair, means the Requirements for maintenance, thorough examination, operational testing, overhaul and repair of lifeboats and rescue boats, launching appliances and release gear, adopted by the Maritime Safety Committee of the Organization by Resolution MSC.402(96).
2. Resolution MSC.402(96) requires also that personnel carrying out maintenance, thorough examination, operational testing overhaul and repair shall be certified by an authorized service provider (ASP).

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3. Administrations shall ensure that service providers are authorized by them. This requirement shall equally apply to manufacturers when they are acting as authorized service providers.

4. REQUIREMENTS FOR AUTHORIZATION OF SERVICE PROVIDERS

4.1. AUTHORIZATION TO ACT AS ASP SHALL INCLUDE, AS A MINIMUM, DEMONSTRATION OF:

1. Employment and documentation of personnel certified in accordance with a recognized national, international or industry standard as applicable, or a manufacturer's established certification programme. In either case, the certification programme shall comply with section 8 of Resolution MSC. 402(96) for each make and type of equipment for which service is to be provided;
2. Availability of sufficient tools, and in particular any specialized tools specified in the manufacturer's instructions, including portable tools as needed for work to be carried out on board ship;
3. Access to appropriate parts and accessories as specified for maintenance and repair;
4. Availability of the manufacturer's instructions for repair work involving disassembly or adjustment of on-load release mechanisms and davit winches; and
5. A documented and certified quality system, which covers at least the following:
 - a) Code of conduct for personnel involved in the relevant activity;
 - b) Maintenance and calibration of measuring tools and gauges;
 - c) Training programmes for personnel;
 - e) Supervision and verification to ensure compliance with operational procedures;
 - f) Recording and reporting of information;
 - g) Quality management of subsidiaries and agents;
 - h) Job preparation; and
 - i) Periodic review of work process procedures, complaints, corrective actions and issuance, maintenance and control of documents.

4.2. A DOCUMENTED QUALITY SYSTEM COMPLYING WITH THE MOST CURRENT VERSION OF THE ISO 9000 SERIES AND INCLUDING THE ABOVE ITEMS IS CONSIDERED ACCEPTABLE.

5. DEFINITION OF "MAKE AND TYPE"

For the purpose of this Circular "make and type" is considered as:

1. Make of equipment: name of equipment's manufacturer.

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2. Type of equipment: type/model of equipment or series of equipment if there is no difference in maintenance and examination.
 3. The kind of equipment such as “lifeboats” or “launching appliances” or “on load release gears” etc. is not considered as type.
- 6. ISSUANCE AND MAINTENANCE OF AUTHORIZATION DOCUMENT:**
1. **VERIFICATION OF REQUIREMENTS IDENTIFIED ON TITLE. 4 ABOVE IS OBTAINED THROUGH INITIAL AND PERIODIC AUDITS:**
 1. Upon a successful initial audit of a service provider, an authorization document, is issued by DGRM, not exceeding 3 years, which contains the scope of services provided (i.e. makes and types of equipment).
 2. Validity of the authorization document is granted by periodic audits, performed by DGRM, at intervals between the 1st and the 2nd anniversary date.
 3. Periodic audits, are carried out in accordance with these requirements and Resolution MSC. 402(96) requirements.
 2. **AUTHORIZATION OF SERVICE PROVIDERS, WILL BE WITHDRAWN TO ASPs WHICH ARE FOUND NOT IN COMPLIANCE WITH THE ABOVE MENTIONED REQUIREMENTS.**
 3. **RENEWAL OF THE AUTHORIZATION IS GRANTED UPON RENEWAL AUDITS PERFORMED ON A WINDOW DATE OF MINUS [3] MONTHS REGARDING THE VALIDITY OF THE AUTHORIZATION DOCUMENT.**
- 7. ACCEPTANCE OF ASPs**
1. **DGRM ACCEPTS SERVICE PROVIDERS AUTHORIZED BY OTHER EU ADMINISTRATIONS OR BY RECOGNIZED ORGANIZATIONS WITH SIGNED AGREEMENTS WITH DGRM PROVIDING THAT AUTHORIZATION WAS GIVEN ACCORDING THE REQUIREMENTS OF RESOLUTION MSC. 402(96).**
 2. **AUTHORIZATION GRANTED UNDER THE IACS PROCEDURAL REQUIREMENTS FOR SERVICE SUPPLIERS Z 17 (REVISION 13 AND PREVIOUS REVISIONS) IS ACCEPTED [UNTIL THE EXPIRING DATE OF THE EXISTING CERTIFICATE BUT NO LONGER THAN 31 DECEMBER 2020].**
 3. **AUTHORIZATION GRANTED UNDER THE IACS PROCEDURAL REQUIREMENTS FOR SERVICE SUPPLIERS Z 17 (REVISION 14) IS ACCEPTED**
 4. **DGRM MAY ACCEPT SERVICE PROVIDERS AUTHORIZED BY NON-EU ADMINISTRATIONS ON A CASE-BY-CASE BASIS PROVIDING THAT AUTHORIZATION WAS GIVEN ACCORDING THE REQUIREMENTS OF RESOLUTION MSC. 402(96).**
 5. **IN CASES WHERE A MANUFACTURER IS NO LONGER IN BUSINESS OR NO LONGER PROVIDES TECHNICAL SUPPORT, DGRM MAY AUTHORIZE, ON A CASE-BY-CASE BASIS, AN ASP FOR THE EQUIPMENT TAKEN IN DUE**

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ACCOUNT A PRIOR AUTHORIZATION FOR THE EQUIPMENT AND/OR LONG-TERM EXPERIENCE AND DEMONSTRATED EXPERTISE AS AN ASP.

6. ASP ON THE ABOVE MENTIONED CONDITIONS ARE NOT REQUIRED TO SEND PREVIOUS APPLICATION TO DGRM.

8. PUBLICATION

Information regarding ASP is made available on DGRM's page.

9. APPLICATION FOR AUTHORIZATION

Applications to act as an ASP on board PT flagged ships shall be sent to DGRM (dsam.requerimentos@dgrm.mm.gov.pt), using application form M-DSAM-08, which may be downloaded from DGRM website.

10. FEES

Fees are due for applications for ASP

Lisbon, 17th January 2020

The General Director of Natural Resources, Safety, and Maritime Services

For further information please contact:

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