

**PARTE I CLASS MANAGEMENT**

**TITLE 01 CLASS - ASSIGNMENT**

**SECTION 1 CLASS - FACTS**

**CHAPTERS**

- A RBNA ACTIVITIES
- B MEANING OF CLASS
- C REGISTER OF SHIPS
- D RBNA RULES
- E CLASSIFICATION CONTRACT
- F CLASS CERTIFICATE
- G VESSEL CONDITIONS FOR THE CLASSIFICATION
- H WORK REMUNERATION
- I RESPONSIBILITY
- J INTERVENTIONS OTHER THAN CLASSIFICATION OF VESSELS
- K PROCEDURES FOR TRANSFER OF CLASS
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- M PROCEDURE FOR SUSPENSION AND REINSTATEMENT OR WITHDRAWAL OF CLASS IN CASE OF SURVEYS, CONDITIONS OF CLASS OR RECOMMENDATIONS GOING OVERDUE
- N PROCEDURE FOR STATUTORY CERTIFICATION AT THE CHANGE OF CLASS WITHOUT CHANGE OF FLAG
- O CHANGE OF FLAG
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## CHAPTER A RBNA ACTIVITIES

### CHAPTER CONTENTS

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  - A2. RBNA ROLE IN SERVICES CLASSIFICATION
  - A3. IACS AUDITS
  - A4. CLASSIFICATION REQUIREMENTS FOR MODU'S
- 

#### A1. RBNA ROLE IN THE CLASSIFICATION TASKS

##### 100. Classification according the present Rules

101. Classification is understood as witnessing that the design, construction and maintenance of a particular type of unit for a particular mission falls into a predetermined level of quality corresponding to a Class.

102. The present RULES are related to Mobile Offshore Drilling Units, hereafter designated as MODU's or units, according to the Class Notations designated below.

##### 200. Meaning of end-activities

201. The activity of classifying ships means:

- a. Issuing RBNA's own technical standards for the design, construction and inspection of units here from designated as RULES;
- b. Creating a code of Class Notations with their respective requirements, selected through the technical standards (RULES);
- c. Reviewing and approving designs in accordance with the requirements of the RULES;
- d. Supervising the construction and manufacturing of components, in order to bear witness to their compliance with the RULES, for a given CLASS;
- e. Issuing the corresponding CLASS CERTIFICATE;
- f. Inserting the name of the unit to which the selected CLASS has been assigned, in the RBNA's REGISTER OF SHIPS, **servicing as a reference to shipping and insurance companies.**
- g. Supervising periodically the units in class, in order to bear witness that they continue to maintain compliance with the Rules, and

h. Renewing or not the CLASS CERTIFICATES and updating the REGISTER OF SHIPS periodically, according to the results of the periodic surveys on the units.

##### 300. Meaning of the classification activities

301. The activity of classification implies in:

- a. Continuous updating and updating of regulations and standards in force;
- b. Continuous issuing of periodic revisions of the RULES
- c. Creation of technical assets, **which will serve as reference for legislators and designers;**
- d. Qualification of personnel.

#### A2. RBNA ROLE IN SERVICES COMPATIBLE WITH CLASSIFICATION

##### 100. Surveys of Compliance

101. The units are to be inspected according to the IMO MODU Code and IACS UR Z15, contained in Part I Title 02 Section 02 of the Rules.

102. RBNA is apt to issue certificates of compliance with Industrial Standards.

##### 200. Life Extension or Rebuilding

201. Upon Owner's request, a special study may be carried out to take into account "life extension" as a function of an evaluation of the conditions of:

- a. remaining "working lifespan";
- b. rebuilding; or
- c. renewal of the propulsion engines.

#### A3. IACS AUDITS

##### 100. IACS Audit

101. The International Association of Classification Societies (IACS) requires audits of processes to assess the degree of compliance with the IACS Quality System Certification Scheme requirements. For this purpose, auditors from IACS and/or an independent Accredited Certification Body (ACB) selected by RBNA may accompany RBNA personnel at any stage of the classification or statutory

work which may necessitate the auditors having access to the vessel or access to the premises of the manufacturer or shipbuilder.

102. In such instances, prior authorization for the auditor's access will be sought by the local RBNA office.

#### **A4. CLASSIFICATION REQUIREMENTS FOR MODU'S**

##### **100. Scope of the Title MODU**

101. The requirements of this Title MODU have been developed for units intended to engage in offshore drilling operations, and the text reflects that development. They apply to the materials, welding, hull construction, equipment, positioning systems, machinery and electrical installations, fire protection and detection systems, fire extinguishing systems, and load lines of mobile offshore drilling units hereafter designated as "units".

102. Any existing unit which complies with the provisions of this Rule shall be considered eligible for issuance of a certificate in accordance with this Rule.

103. The present Rules are not intended to prohibit the use of an existing unit simply because its design, construction and equipment do not conform to the Rules. Many existing mobile offshore drilling units have operated successfully and safely for extended periods of time and their operating history shall be considered in evaluating their suitability to conduct international operations.

104. National Governments may have regulations which might be in excess of these Requirements.

105. On the other hand, the coastal State may permit any unit designed to a lower standard than that of the present Rules to engage in operations having taken account of the local conditions (e.g., meteorological and oceanographic). Any such unit shall, however, comply with safety requirements which in the opinion of the coastal State and as accepted by RBNA are adequate for the intended operation and ensure the overall safety of the unit and the personnel on board.

106. Mobile offshore drilling units built in accordance with the Rules or their equivalent will then be assigned a class symbol by the RBNA, followed by an appropriate designation applicable to the type of unit being classed.

##### **200. Other similar units**

201. Other special purpose units, which do not engage in drilling operations but which have configurations and modes of operation similar to drilling units, may be considered for classification by RBNA, on the basis of the Requirements as found to be applicable, and the relevant Rules.

202. In addition, evaluation must be made of other possible loading conditions peculiar to the type of unit under consideration.

203. Calculations substantiating the adequacy of the design are to be submitted to RBNA.

204. Machinery and electrical installations, etc., for other special purpose units will be subject to approval by the Society, as found to be applicable.

205. The present Rules do not include requirements for the drilling of subsea wells or the procedures for their control.

#### **CHAPTER B MEANING OF CLASS**

##### **CHAPTER CONTENTS**

B1. ASSIGNMENT OF A CLASS

B2. DEFINITIONS

B3. AVAILABLE MENTIONS OF CLASS

B4. CLASSES AND CORRESPONDING REQUIREMENTS

B5. VALIDITY PERIOD OF A CYCLE OF CLASS

##### **B1. ASSIGNMENT OF A CLASS**

###### **100. "MODUS OPERANDI"**

101. The assignment of a CLASS means to have the right to register the unit's name in the REGISTER BOOK, after it has been witnessed by RBNA that the design and the construction of the unit are in compliance with the RULE requirements corresponding to the assigned CLASS.

102. A Class if identified through a Mention, which includes Notations. See the following items.



## B2. DEFINITIONS

### 100. Identification terms on the certificates [IACS PR 11 and PR 29]

101. **HULL:** encompasses the sections of: naval architecture, structure, hull outfit and accommodation.

102. **MACHINERY:** includes the sections of: motors and mechanics, piping systems, electricity and electronics.

202. **Date of Build:** the Class Certificate and the Society's Register of Ships shall indicate the Date of Build as defined below: [IACS PR 11]

a. For New Construction

a.1. The year, month and date at which the new construction survey process is completed shall be specified as the "Date of Build".

b. Where there is substantial delay between completion of construction survey process and the ship commencing active service, the date of commissioning may be also specified.

c. After Modifications

c.1. After modifications are completed, the "Date of Build" shall remain assigned to the ship.

c.2. Where a complete replacement or addition of a major portion of the ship (see Guidance below) is involved, the following shall apply:

i. the "Date of Build" associated with each major portion of the ship shall be indicated where it has been agreed that the newer structure shall be on a different survey cycle;

ii. survey requirements shall be based on the "Date of Build" associated with each major portion of the ship;

iii. survey due dates may be aligned at the discretion of each Society.

#### Guidance

*For example, a major portion of the ship may include a complete forward or after section, a complete main cargo section (which may include a complete hold / tank of a cargo ship), a complete block of deck structure of a passenger ship or a structural modification of a single hull to a double hull ship.*

#### End of guidance

### 203. Date of contract: [IACS PR 29]

a. **Date of "contract for construction of a vessel":** The date of contract for the construction of a vessel is the date on which the contract to build the vessel is signed between the prospective owner and the shipbuilder. This date and the construction numbers (i.e. hull numbers) of all the vessels included in the contract are to be declared to the classification society by the party applying for the assignment of class to a newbuilding.

b. **Date of "contract for construction" of a series of vessels,** including specified optional vessels for which the option is ultimately exercised, is the date on which the contract to build the series is signed between the prospective owner and the shipbuilder.

c. If a contract for construction is later amended to include additional vessels or additional options, the date of "contract for construction" for such vessels is the date on which the amendment to the contract is signed between the prospective owner and the shipbuilder. The amendment to the contract is to be considered as a "new contract" to which a. and b. above apply.

d. If a contract for construction is amended to change the ship type, the date of "contract for construction" of this modified vessel, or vessels, is the date on which revised contract or new contract is signed between the Owner, or Owners, and the shipbuilder.

### 206. IACS "International Association of Classification Societies"

207. **NORMAM 01:** Standards of the Brazilian Maritime Authority for Vessels Engaged in Offshore Navigation.

## B3. CLASS NOTATIONS

### 100. Criteria for Class Notations

101. A Class Notation includes Notations defined by the following **five** groups of digits, being **three** referred to the supervising and **two** to characterization:

a. **1<sup>st</sup> GROUP:** Classifies the class supervision of construction, compliance and state of the hull, in three digits

a.1. **1<sup>st</sup> digit:** the witnessing of the construction phase of the hull and components, which may be with or without supervision of the RBNA

i. With supervision: "✕" ;

- ii. With supervision of another Classification Society recognized by RBNA: “~~X~~”;
- iii. Without supervision during construction: “~~A~~”.
- a.2. **2<sup>nd</sup> and 3<sup>rd</sup> digits:** classifies the compliance with the RULES and state of the hull
  - i. Full compliance and in good condition: “A1”;
  - ii. Full compliance and in acceptable conditions: “A2”;
  - iii. Partly in compliance with the RULES, meeting, however, minimum requirements and in good condition: “a1”;
  - iv. Partly in compliance with the RULES, meeting, however, minimum requirements and in acceptable condition: “a2”.
- b. **2<sup>nd</sup> GROUP:** Classified the area of navigation, in two digits:
  - b.1. **1<sup>st</sup> and 2<sup>nd</sup> digits:** area of navigation, classified as a function of wave height and other environmental agents. The assignment of a navigation notation does not absolve the Interested Party from compliance with any international and national regulations established by the Administrations for a unit operating in national waters, or a specific area, or a navigation zone.
    - i. O1: for coastal navigation (held in open sea within the limits of the coast visibility, established as 20 nautical miles from the coast) ;
    - ii. O2: for long-distance navigation (navigation conducted between Brazilian and foreign ports), navigation in jurisdictional waters (“cabotagem”: navigation conducted between Brazilian ports, using sea or inland) and maritime support (logistical support for navigation conducted within the limit of 200 nautical miles from shore). The navigation notation **unrestricted navigation O2** is assigned to units intended to operate in any area and any period of the year for the most unfavourable sea conditions where the unit is intended to operate.

#### Guidance

*In reference to the Navigation Areas as stated in NORMAM 01, the correspondence between the Rule definition of areas and the NORMAM 01 definition of areas is as follows:*

<i>RBNA definition of Areas of Navigation</i>	<i>NORMAM 01 definition of Areas of Navigation</i>	<i>Remarks</i>
<i>O1 Restricted navigation</i>	<i>Item 202. b – e “Navegação Costeira”</i>	<i>“dvc” – visual distance from the coast, i.e., 20 miles from the coast, is defined as such both in NORMAM 01 and the Rules</i>
<i>O2 Unrestricted navigation</i>	<i>Item 202. – b “Longo curso” Item 202 – c “Cabotagem” Item 202 – d “Apoio Marítimo”</i>	<i>“Longo curso” and “Cabotagem” are both áreas where a ship will navigate at distances larger than 20 miles from the coast. “Apoio Marítimo” is defined in NORMAM 01 as applicable to offshore service vessels, also defined as supply vessels, which navigate between the coast and platforms (MODU) situated within the “AJB” Brazilian Jurisdiction Waters</i>
<b>Important note:</b> <i>“Apoio Marítimo” as per NORMAM 01 is a type of navigation which concedes certain statutory exemptions. However, from the standpoint of the Rules, any ship sailing more than 20 miles from the coast falls under Rule area O2, irrespective of any statutory exemptions.</i>		

*End of Guidance*

- c. **3<sup>rd</sup> GROUP:** Classifies the cycle of class and the compliance with anchoring, towing and mooring requirements in two digits:
- c.1. **1<sup>st</sup> digit:** cycle of class, in years:
- i. Five years: “5”;
- c.2. **2<sup>nd</sup> digit:** compliance with anchoring, towing and mooring requirements in full compliance with the RULES: “E”;
- d. **4<sup>th</sup> GROUP:** Classifies the service notation and corresponding service features intrinsic to the mission. See Table T.B3.101.1 below:

**TABLE T.B3.101.1 – CLASSIFICATION ACTIVITY / SERVICE**

Title	Service Notation	Description
<p><b>MODU</b> A vessel capable of engaging in drilling operations for the exploration for or exploitation of resources beneath the seabed such as liquid or gaseous hydrocarbons, sulphur or salt.</p>	<b>DRILLING</b>	Any unit intended for use in offshore drilling operations for the exploration or exploitation of the subsea resources.
	<b>SELF-PROPELLED</b>	A unit which is designed for unassisted passage. All other units are considered as non-self-propelled.
	<b>SELF-ELEVATING</b>	Also called a “Jack-up Rig” - is a unit with movable legs capable of raising its hull above the surface of the sea and lowering it back into the sea. The legs of such units may penetrate the sea bed, may be fitted with enlarged sections or footings to reduce penetration,
	<b>COLUMN STABILIZED</b>	A unit with the main deck connected to the underwater hull or footings by columns or caissons. Column stabilized drilling units depend upon the buoyancy of widely spaced columns for flotation and stability for all afloat modes of operation or in the raising or lowering of the unit, as may be applicable. The columns are connected at their top to an upper structure supporting the drilling equipment. Lower hulls or footings may be provided at the bottom of the columns for additional buoyancy or to provide sufficient area to support the unit on the sea bed. Bracing members of tubular or structural sections may be used to connect the columns, lower hulls or footings and to support the upper structure. Drilling operations may be carried out in the floating condition, in which condition the unit is described as a semisubmersible, or when the unit is supported by the sea bed, in which condition the unit is described as a submersible. A semisubmersible unit may be designed to operate either floating or supported by the sea bed, provided each type of operation has been found to be satisfactory.
	<b>SURFACE</b>	<p>A unit with a ship- or barge-type displacement hull of single or multiple hull construction intended for operation in the floating condition. These units have no propulsion machinery.</p> <p>a. <b>OFFSHORE SHIP DRILLING</b> <i>Ship type drilling units</i> are seagoing ship-shaped units having a displacement-type hull or hulls, of the single, catamaran or trimaran types, which have been designed or converted for drilling operations in the floating condition. Such types have propulsion machinery.</p> <p>b. <b>BARGE</b> <i>Barge type drilling units</i> are seagoing units having a displacement type hull or hulls, which have been designed or converted for drilling operations in the floating condition.</p>

e. **5<sup>th</sup> GROUP:** Classifies supervision, compliance and condition of the machinery, in three digits:

d.1. **1<sup>st</sup> digit:** the witnessing of the construction phase of machinery and components with or without supervision of RBNA

- i. With supervision: “**X**”;
- ii. With supervision of another Classification Society recognized by RBNA: “**X**”;

d.2. **2<sup>nd</sup> e 3<sup>rd</sup> digits:** Classifies compliance with RULES and condition:

- i. Full compliance and in good condition: “M1”;
- ii. Full compliance and in acceptable condition: “M2”;
- iii. Partial compliance with the Rules, meeting, however, their minimum re-

quirements and in good condition:  
“m1”;

- iv. Partial compliance with the Rules, meeting, however, their minimum requirements and in acceptable condition: “m2”.

**200. Summary of Class Notations**

201. The scope of the code has the following summary.

**TABLE T.B3.201.1 – SUMMARY OF CLASS NOTATIONS- HULL**

GROUPS				
1		2		3
SUPERVISION / COMPLIANCE AND STATE OF THE HULL		CHARACTERIZATION OF NAVIGATION AREA		CYCLE CLASS EQUIPMENT ANCHORING
☒	<b>A1</b>			<b>E</b>
or	or			
☒	<b>A2</b>	<b>O2</b>	<b>5</b>	
or	or	<b>O1</b>		
	a1			
	or			
	a2			

**TABLE T.B3.201.2 – SUMMARY OF CLASS NOTATIONS- MACHINERY**

GROUPS		
4	5	
ACTIVITY/ SERVICE	SUPERVISION/COMPLIANCE AND STATE OF THE MACHINERY	
<b>MODU</b>	☒	<b>M1</b>
	or	<b>M2</b>
	☒	or
		<b>m1</b>
		<b>m2</b>

Note: the 4<sup>th</sup> group may be written in the Mention of Class with eventual special notation.

**300. Additional Class Notations**

301. Upon Owners’ request, the additional class notations listed in Table T.B3.301.1 may be assigned, once the requirements of the relevant rules are met.

*Guidance*

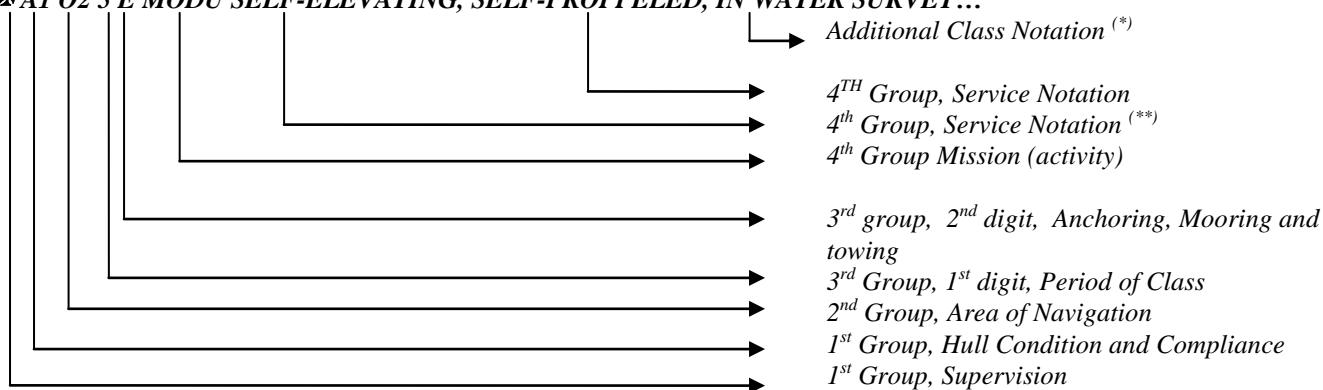
*The Table T.B3.301.1 also indicates in which certificate the additional class notation is to be included.*

*The additional class notation is to be inserted after the main class notation, e.g.:*

*An offshore supply vessel having fire-fighting capabilities, dynamic positioning, transporting liquid chemical products in bulk, transporting dangerous goods in solid or bulk packed form on deck and towing would be granted the class notation:*

### Hull Class Notation

**⌘ A1 O2 5 E MODU SELF-ELEVATING, SELF-PROPELED, IN WATER SURVEY...**

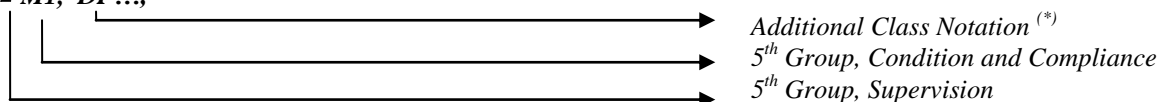


(\*) There may be more than one Hull and/or Machinery Additional Class Notations

(\*\*) There may be more than one Service Notation

### Machinery Class Notation

**⌘ M1, DP...**



(\*) There may be more than one Hull and/or Machinery Additional Class Notations

End of guidance

**TABLE T.B3.301.1 – ADDITIONAL CLASS NOTATIONS**

	<b>ADDITIONAL CLASS NOTATIONS</b>	<b>CERTIFICATE</b>	
Title MODU – Dynamic positioning Unit keeps position by a dynamic positioning system	See also Part II Title 102 Section 8 of the Ship Rules	SPD0	MACHINERY
		SPD1	
		SPD2	
		SPD3	
Title MODU Unit keeps position by a mooring system		MOORING	HULL
Title 104 – DG - Units which may carry dangerous goods	See Part II Title 104 of the Ship Rules	DG P – in packaged form	HULL & MACHINERY
Title MODU In-water survey <i>in lieu of</i> docking survey		IN-WATER SURVEY	HULL
Title MODU Unmanned machinery spaces	See also Part II, Title 102, Section 5 of the Ship Rules	AUT	MACHINERY
Title MODU Continuous machinery survey programme	See also Part I, Title 01, Section 2, F8 of the Rules	CMS	MACHINERY
Title MODU Planned maintenance scheme for machinery	See also Part I, Title 01, Section 2, F9 of the Rules	PMS	MACHINERY

#### **B4. CLASS AND CORRESPONDING REQUIREMENTS**

##### **100. Description of the requirements**

101. The requirements for the assignment of a CLASS are contained in the specific items of the RULES. To witness the compliance with these requirements assures the quality level and gives the right to the issuance of the Certificates of Class.

#### **B5. PERIOD OF VALIDITY OF A CYCLE OF CLASS**

##### **100. Validity of the CLASS**

101. The validity of the CLASS is assigned for a period established in the Rules, which is a function of characteristics of the vessel, the type of service and the navigation area. The period thus assigned is denominated CYCLE OF CLASS

102. During the period of the cycle of class **periodical surveys** are carried out to verify the continuation of conformity. At the end of the cycle of class a renewal survey is carried out, after which a new cycle of class is established.

103. To establish the period of validity of a Class, i.e., the period for the cycle of class, refer to Part 1, Title 01, Section 1 – SURVEYS - PERIODICITY

##### **200. Suspension or withdrawal of CLASS**

201. It is understood that the Maintenance of Class depends upon the fulfilment of the requirements for periodic surveys, or requirements deriving from eventual damage to the ship, or any other condition which may affect the condition or characteristics of the vessel. The suspension or withdrawal of Class occurs by noncompliance with the Rules, failure to carry out the required repairs / corrections, failure to carry out the required periodic surveys or lack of settlement of the due classification fees.

202. The suspension occurs in cases of delay in carrying out the required surveys or lack settlement of the classifications fees not later than the due date of the next periodic survey, or at the discretion of RBNA, for failure to comply with requirements in the imposed dates. The suspension remains until the pending surveys are completed, the outstanding conditions of class deleted, the outstanding requirements are fulfilled or the outstanding fees settled, i.e., until the elimination of all the factors that led to the suspension. In case the above deadlines are exceeded, Class will be withdrawn. The return to Class after withdrawal will depend upon the results of a Survey for Admission to Class.

203. For any of the above reasons the suspension or withdrawal of the class does not depend on verbal or writ-

ten notification to the Owner by RBNA. Under the Delegation of Powers Agreement with DPC (Directorate of Ports and Coasts) to perform statutory surveys, this fact is communicated to them.

### **CHAPTER C REGISTER OF SHIPS**

#### CHAPTER CONTENTS

C1. RECORDS OF CHARACTERISTICS

C2. CONTROL OF CLASS STATUS

C3. SHIP'S REGISTRATION NUMBER

---

#### **C1. REGISTER OF THE VESSEL'S PARTICULARS**

##### **100. Contents of the REGISTER OF SHIPS**

101. The Register of Ships is to include fields with the particulars of the ships in class, containing, at least:

- a. RBNA's Registration Number;
- b. Identification of Owner and Shipbuilder;
- c. Mention of Class;
- d. Hull particulars;
- e. Machinery and power generation particulars, and
- f. Dates of the periodic surveys to maintain the vessel in CLASS.

##### **200. Issuing and updating the REGISTER OF SHIPS**

201. The Register of Ships is available on the RBNA official site, and kept continually updated.

#### **C2. CONTROL OF THE "STATUS OF CLASS"**

##### **100. Control of the periodic surveys**

101. The Status of Class is available on the RBNA official site, and kept continually updated with the current position of:

- a. Validity of certificates;
- b. Due dates of the periodic surveys;



- c. Last surveys carried out;
- d. Any conditions for the maintenance of Class and their deadlines.

102. The " STATUS OF CLASS " is accessed by the responsible parties by means of a password informed by the RBNA Head Office to the interested party.

### **C3. SHIP'S REGISTRATION NUMBER**

#### **100. Registration Number for ships in class**

101. The registration number of the ship in RBNA is assigned at the time of admission to Class, comprising the letters RB and three digits. This symbol represents a file number in RBNA and is mentioned in all interventions related to classification and in any correspondence. For example: RB001.

#### **200. Number of the Service Order for the admittance to Class**

201. The Service Order for admittance to class is assigned the same number as for classification and registration. This symbol also represents the service order in RBNA and is mentioned in all interventions on the early stages of classification.

## **CHAPTER D RBNA RULES**

### **CHAPTER CONTENTS**

- D1. PURPOSE AND IDENTIFICATION
  - D2. TEXT AND EVOLUITON OF THE RULES
  - D3. ORGANIZATION OF THE RULES
  - D4. BASIC TEXT AND SPECIFIC TEXTS
  - D5. IDENTIFICATION OF TEXTS RELATING TO ISSUING STATUTORY CERTIFICATES
- 

#### **D1. PURPOSE AND IDENTIFICATION**

##### **100. Establishment of criteria**

101. The RULES establish criteria for the design, the conditions and details of the shipbuilding as well as the parameters to assess compliance to the Rule requirements, for the specific CLASS to be attributed to the ship.

#### **200. Identification of the present Rules**

201. The present Rules are identified by the following symbol:

- a. "RGMODU" (\*) with the following meanings:
  - a.1. RG: classification rule;
  - a.2. MOD: MODU;
  - a.3. M: steel and other metals
  - a.4. 14: 2014 edition;
  - a.5. PT: in Portuguese;
  - a.6. (\*) Other languages:
  - a.7. "EN" in English.
  - a.8. "ES" in Spanish

#### **D2. TEXT AND EVOLUTION OF THE RULES**

##### **100. Text**

101. The text of the rules aims to cover the technology of design and building of vessels, so as to establish design criteria and procedures for surveys, aimed at preventing the occurrence of accidents, within the existing "State of the art".

##### **200. Issuing and updating of the RBNA RULES**

- 201. The updating of the whole or of parts of the RULES is issued on even-numbered years.
- 202. The RULES are available on the RBNA official site.

##### **300. Evolution of the RULES**

301. Evolution occurs through feedback from the work of Technical Committees of RBNA, based on the analysis of the facts occurring in navigation, reports of surveys and subjects brought by practitioners.

#### **D3. ORGANIZATION OF THESE RULES**

##### **100. Criterion of the organization**

101. The basic organization of the rules is the division in PARTS that focus on groups of the same type. The second level, the TITLES, group subjects that aggregate SECTIONS relevant to the nature of the PARTS.

102. PART I focuses on the administration of the Classification.

103. PART II covers technological groups, in the design, construction and inspection of units. These technological groups are divided into SECTIONS.

104. PART III focuses on the inspection of materials and equipment to be incorporated on board and is according to the RBNA Ship Rules (Rules for the Construction and Classification of Vessels according to their Mission, Part III.)

105. The TITLE in Part II correspond to all units. Its SECTIONS include the requirements by technological type.

## 200. Organization of the first division

201. These Rules are organized in the first Division, by PARTS that include:

- a. **PART I: CLASS MANAGEMENT**
- b. **PART II: RULES FOR THE CONSTRUCTION AND CLASSIFICATION OF VESSELS IDENTIFIED BY THEIR MISSIONS.**

202. The division of the PARTS regards the type of the user's focus, as follows:

- a. **PART I:** concerns the administrator engaged in the following stages:
  - a.1. qualifying the construction under a CLASS and being assigned a CLASS
  - a.2. scheduling surveys to maintain in CLASS existing ships in operation.
- b. **PART II:** concerns the designer, builder, installer and maintainer of the hull, machinery, electricity, marine and electronics.

## 300. Organization of the second level

301. The second level of the present Rules is organized by type of approach or by technology, in SECTIONS.

302. The designation of the covered SECTIONS is expressed in the part INTRODUCTION of these Rules.

## D4. BASIC TEXT AND SPECIFIC TEXTS

### 100. Application of the texts

101. In PART II the basic text is applicable to all Mobile Offshore Drilling Units in general, contained in TITLE MODU.

102. The texts referring to ships destined to specific mission (or TITLE) are presented in sequence

## D5. IDENTIFICATION OF TEXTS RELATING TO THE ISSUING OF STATUTORY CERTIFICATES

### 100. Marking of the texts

101. The texts of these Rules, which cover requirements from Conventions, Codes and Resolutions adopted by governmental Authorities and, in particular, from the DPC in Brazil, or other national or international regulations, is marked with a border line on the left margin, as exemplified in this very paragraph.

102. For the meaning of the term “statutory”, see Part. I, Title. 01, Section 2, Chap. G, STATUTORY SURVEYS.

## **CHAPTER E**

### **CLASSIFICATION CONTRACT**

#### CHAPTER CONTENTS

- E1. REQUEST FOR THE ASSIGNMENT OF A CLASS
  - E2. COMMITMENT OF THE CONTRACT
  - E3. VALIDITY OF THE CONTRACT
- 

#### **E1. REQUEST FOR THE ASSIGNMENT OF A CLASS**

##### **100. Request form**

101. The request form is a form to be fulfilled by the contractor, responsible for the ship, with the ship's particulars, mission and area of navigation.

102. Based on this document, RBNA will establish the adequacy of assigning a CLASS as requested, which will be granted upon satisfactory results at the end of the inspections, surveys and tests.

#### **E2. COMMITMENT OF THE CONTRACT**

##### **100. Commitment of the Contracting Parties**

101. Under the contract of classification, the Contracting parties, responsible for the ship, undertake to make available and forward to RBNA all the documents and facts of the construction and operation of the ship, as required for the classification of the vessel.

##### **200. Commitment of the Contracted Party**

201. Under the contract of classification, the Contracted Party, RBNA, undertakes to analyse the design and periodically check the conditions of the vessel, so as to be continually able to issue or endorse the CERTIFICATE OF CLASS, in accordance with the RULES.

#### **E3. VALIDITY OF THE CONTRACT**

##### **100. Routine procedure**

101. Generally, the contract is valid during the lifespan of the vessel, unless:

- a. One of the Parties wills to modify or cancel the contract, giving a 90 (ninety) day notice;

- b. The Contracting Parties loose the right to the assigned Class, in accordance with subchapter B5 above.

102. Where an updated edition of the Rules is launched, ships previously in CLASS will be given special consideration in case a new requirement is not met.

##### **200. Special condition**

201. Where there are periodic renewals with defined time limits this will be registered in the contract of classification.

## **CHAPTER F**

### **CLASS CERTIFICATE**

#### CHAPTER CONTENTS

- F1. CLASS CERTIFICATE
  - F2. VALIDITY OF THE CERTIFICATE
  - F3. AUTHORITY TO ISSUE THE CERTIFICATE
- 

#### **F1. CLASS CERTIFICATE**

##### **100. Division in two certificates**

101. Two CLASS CERTIFICATES will be issued:

- a. **HULL CLASS CERTIFICATE** and
- b. **MACHINERY CLASS CERTIFICATE.**

102. The HULL CLASS CERTIFICATE covers the sections of naval architecture, structure, hull equipment and accommodations.

103. The MACHINERY CLASS CERTIFICATE covers the sections of mechanical components, engines, piping, electricity and electronics.

#### **F2. VALIDITY OF THE CLASS CERTIFICATE**

##### **100. Normal Condition**

101. The CLASS CERTIFICATE is valid during the assigned Cycle of Class, provided that the endorsements concerning the realization of the periodic and occasional surveys are made in due time.

## 200. Special Condition

201. A verification of the status of the vessel or an occurrence may lead to remarks regarding the duration of the Cycle of Class.

## F3. AUTHORITY TO ISSUE THE CERTIFICATE

### 100. Condition

101. The RBNA CLASS CERTIFICATE is valid only when it is issued by qualified RBNA personnel.

102. All RBNA certificates, declarations of compliance with the RULES or endorsements of certificates are also valid only when issued by qualified RBNA personnel.

## CHAPTER G VESSEL CONDITIONS FOR THE CLASSIFICATION

### CHAPTER CONTENTS

#### G1. CONSTRUCTION STATUS

#### G2. SHIP OPERATION

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### G1. STAGE OF BUILDING

#### 100. Classification of units in a stage prior to building

101. When the Classification Society is called to supervise a unit in a stage prior to construction, the design is to be submitted for assessment and approval before the building commences, including the specification and/or drawings of the components.

102. Where the newbuilding is under supervision of RBNA, this will be indicated in the assigned Class Notation after all inspection, tests and sea trials have been concluded.

#### 200. Classification of ships where building is already under way

201. When the Classification Society is called to supervise the classification of a unit where the building is already under way, the design is to be submitted for assessment and approval, including the specification and/or drawings of the components.

202. The assigned Class Notation will indicate the condition in which the RBNA carried out a **partial** supervision of the construction.

1-20

### 300. Existing units

301. When the Classification Society is called to assign a Class to an existing unit, the design is to be submitted for assessment and approval, including the specification and/or drawings of the components.

302. The assigned Class Notation will indicate the condition that the unit was not built under the supervision of the RBNA.

### 400. Classification of ships that have undergone extensive repair or conversion

401. The design is to be submitted for assessment and approval, including the specification and/or drawings of the components.

402. The assigned Class Notation will indicate the condition that the unit has undergone an extensive repair / conversion under the supervision of the RBNA.

## G2. UNIT OPERATION

### 100. Qualification of the unit operators

101. It is understood that the unit operation is carried out by qualified personnel, able to safeguard the ship against abnormal efforts. The special conditions provided for loading must be clearly indicated in the plans submitted to approval.

## CHAPTER H WORK REMUNERATION

### CHAPTER CONTENTS

#### H1. PURPOSE

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### H1. PURPOSE

#### 100. Purposes of the remuneration

101. The intervention and performance of services rendered by the RBNA on design approval and assessment, supervision of manufacturing and building, and supervision of vessels in operation, will give rise to remuneration for such services.

102. This remuneration is intended for payment of its employees, its facilities, its taxes and investment in development of its rules, its organization and its operations.

103. Services in overtime will be computed. Locomotion and other expenses relating to attendances also shall be computed.

## **CHAPTER I RESPONSABILITY**

### CHAPTER CONTENTS

#### **II. PURPOSE**

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#### **II. PURPOSE**

##### **100. Responsibility for the classification**

101. RBNA has its responsibility dictated and restricted to the application of these Rules, assuming the obligation that these Rules are consistent with the necessary quality of the end product: the vessel, in relation to its safety, when employed in the mission for which it assigned a class.

##### **200. Responsibility for statutory surveys**

201. The responsibility is defined by the Agreement of Delegation signed with DPC.

## **CHAPTER J INTERVENTIONS NOT RELATED TO THE CLASSIFICATION**

### CHAPTER CONTENTS

#### **J1. FIELD OF APPLICATION**

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#### **J1. FIELD OF APPLICATION**

##### **100. Condition of expertise**

101. The RBNA, In addition to issuing the CLASS CERTIFICATE, which declares conformity with its own RULES, the RBNA is entitled to:

- a. Issue certificates of conformity with Technical and Industrial Standards in general; and
- b. Certify compliance with REGULATIONS, ORDINANCES, etc., for which RBNA has been entitled through delegation or authorization agreements.

102. In the first case cited above, a certificate of conformity to technical and industrial standards is issued after an assessment survey, by which materials and equipment are certified as listed in the certificate.

103. In the second case cited above, a certificate of conformity with national or international regulations is issued. For this matter see Part. I, Title 01, Section 2, Chapter G, STATUTORY SURVEYS.

## **CHAPTER K PROCEDURES FOR TRANSFER OF CLASS**

### CHAPTER CONTENTS

#### **K1. PURPOSE**

#### **K2 PROCEDURAL REQUIREMENTS**

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#### **K1. PURPOSE [IACS PR-1A; Annex 3]**

##### **100. Purpose**

101. This Chapter adopts requirements from IACS Procedure, PR-01A“Procedure for Transfer of Class.

102. This Chapter contains requirements pertaining to transfer of class from one Society (i.e. losing Society) to another Society (i.e. gaining Society) and is applicable, unless stated otherwise, to vessels of over 100 GT of whatever type, self-propelled or not, restricted or unrestricted service, except for "inland waterway" vessels.

103. Compliance with this Chapter does not exempt from meeting the relevant requirements of NORMAM 01 for transfer of class.

##### **200. Application**

201. The obligations of this Chapter apply to Classification Societies which are subject to verification of compliance with the IACS Quality System (QSCS).

202. This Chapter is to be implemented for requests for transfer of class, or requests for adding class, or requests from an Owner pertaining to his intention to withdraw from class from another Society, or advice by the withdrawing Society that class has been withdrawn, received on or after 1 July 2011.

203. This Chapter rules over the requirements to be applied when RBNA is a losing or a gaining Society. The requirements for the other Society, gaining or losing as opposed to RBNA's role, have been maintained from the IACS Procedures.

### 300. Terms and definitions

301. ‘**At vessel’s delivery**’ means that the new construction survey process is completed, the first Certificate of Class is delivered and the vessel has not departed from the yard.

302. ‘**First Certificate of Class**’ means either Interim Certificate of Class or Full Term Certificate of Class or another Certificate serving the same purpose.

303. ‘**Gaining Society**’ means a Classification Society which accepts a vessel for its classification only after all overdue surveys; overdue recommendations or overdue conditions of class previously issued against the vessel have been completed by or as specified by the losing Society.

304. ‘**Interim Certificate of Class**’, or Interim Class Certificate, is the certificate issued immediately upon completion of the survey of the vessel to enable it to trade while the report of the classification surveys is processed by the gaining Society pursuant to issuing its full term Class Certificate.

305. ‘**Losing Society**’ means the Classification Society from which class is being transferred. In the case of vessels classed by more than one Society, ‘losing Society’ means all Classification Societies from which class is being transferred.

306. ‘**Outstanding**’ means still to be dealt with.

307. ‘**Overdue**’ means overdue on the date the losing Society receives the request by the gaining Society for its current classification survey status.

308. ‘**Recommendations**’ and ‘**Conditions of Class**’ are to be read throughout this Procedural Requirement as being different terms used by Societies for the same thing, i.e. requirements to the effect that specific measures, repairs, surveys etc. are to be carried out within a specific time limit in order to retain class.

## K2. PROCEDURAL REQUIREMENTS

### 100. Obligations and reporting of the gaining society

101. Whenever a Society is requested by an Owner to accept an existing vessel into class, the gaining Society is to immediately notify the Owner in writing that:

- a. the relevant surveys specified in Part I, Title 01, Section 2, subchapter C3 are required to be satisfactorily completed for entry into class;
- b. for vessels less than 15 years of age, an Interim Certificate of Class can be issued only after the gaining Society has completed:

b.1. all overdue surveys; and

b.2. all overdue recommendations / conditions of class previously issued against the vessel as specified to the Owner by the losing Society;

c. for vessels 15 years of age and over, an Interim Certificate of Class can be issued only after the losing Society has completed:

c.1 all overdue surveys and

c.2. all overdue recommendations / conditions of class previously issued against the vessel.

d. any outstanding recommendations / conditions of class are to be dealt with by their due dates;

e. the principles given in items K2.101.a , K2.101.b and K2.101.c above apply to any additional recommendations / conditions of class issued against the vessel arising from surveys which were not included in the initial survey status provided to the gaining Society by the losing Society because the surveys were carried out in close proximity to the request for transfer of class. Such additional recommendations / conditions of class if received after the issuance of the Interim Certificate of Class by the gaining Society and which are overdue are to be dealt with at the first port of call by the relevant Society depending on the age of the vessel;

f. copies of the plans listed in Part I, Title 01, Section 2, subchapter C3 are to be provided to the gaining Society as a prerequisite to obtaining a full term Class Certificate. If the Owner is unable to provide all of the required plans, the gaining Society is to request that the Owner authorise the losing Society to transfer copies of such of these plans as it may possess directly to the gaining Society upon request from the gaining Society, with the advice that the losing Society will invoice the gaining Society and the gaining Society may, in turn, charge the associated costs to the Owner.

102. Prior to issuing an Interim Certificate of Class the gaining Society is to obtain:

- a. from the Owner, a written request for transfer of class, containing an authorization for the gaining Society to obtain the current classification status from the losing Society; and
- b. the current classification survey status from the Headquarters of the losing Society or one of its designated control or management centres.

103. Within two working days of receipt of a written request from the Owner for transfer of class at a Society’s Headquarters or one of its designated control or management centres, the gaining Society is to notify the losing Society of the requested transfer of class, to be calculated

from the date of delivery to the “Date Request for Class was Received” in the relevant form as per RBNA Quality System, completed and attaching the Owner’s authorization for release of the survey status. If the gaining Society does not receive the classification survey status from the losing Society within three working days from request, the gaining Society may utilise the losing Society’s survey status information provided by the Owner and, after complying with the other relevant requirements of this Procedural Requirement, may issue an Interim Certificate of Class. In such cases, a statement is to be included in or with the Interim Certificate of Class reminding the Owner that the conditions of Part I, Title 01, Section 1, K2.101 are still applicable.

104. The gaining Society is not to issue an Interim Certificate of Class, or other documents enabling the vessel to trade:

- a. Until all overdue surveys and all overdue recommendations / conditions of class previously issued against the subject vessel as specified to the Owner by the losing Society, have been completed and rectified by:
  - a.1. the gaining Society, for vessels less than 15 years of age;
  - a.2. the losing Society, for vessels 15 years of age and above; and
- b. Until all relevant surveys specified in Part I, Title 1 Section 2, sub chapter C3 have been satisfactorily completed; when facilities are not available in the first port of survey, an Interim Certificate of Class may be issued to allow the vessel to undertake a direct voyage to a port where facilities are available to complete the required surveys. In such cases: The surveys under reference are to be carried out to the maximum extent practicable at the first port of survey, but in no case less than the scope of annual hull survey and machinery surveys;
- c. before giving the opportunity to the Flag Administration to provide any further instructions within three working days.

105. The validity of the Interim Certificate of Class and the subsequent Class Certificate is subject to any outstanding recommendations / conditions of class previously issued against the vessel being completed by the due date and as specified by the losing Society. Any outstanding recommendations / conditions of class with their due dates are to be clearly stated on the:

- a. Interim Certificate of Class or an attachment to the Interim Certificate of Class, and/or class survey record available on board; and
- b. survey status when the full term Class Certificate is issued.

106. The gaining Society is, within one month from issuing its Interim Certificate of Class, to advise the losing Society of the date of issuing this certificate and confirm the date, location and action taken to satisfy each overdue survey and overdue recommendation / condition of class, if any, issued against the subject vessel as specified to the Owner by the losing Society. The report of the relevant form as per RBNA Quality System duly completed is to be used.

107. Any additional information regarding outstanding surveys or recommendations / conditions of class received from the losing Society is to be dealt with in accordance with K2.104 and K2.105 above, as applicable, and reported to the losing Society with relevant form as per RBNA Quality System duly completed within in (1) month from the completion of the survey. If this additional information is received after the Interim Certificate of Class has been issued, any surveys or recommendations / conditions of class which are overdue are to be dealt with at the first port of call:

- a. by the gaining society in vessels less than 15 years of age
- b. by the losing Society in vessels 15 years of age or over.

108. If this is not accomplished, the Interim Certificate of Class is to be withdrawn immediately unless the Owner agrees to proceed directly, without further trading, to a suitable port where any overdue surveys or overdue recommendations / conditions of class are to be carried out by the relevant Society based on the age of the vessel.

109. Prior to final entry into class the gaining Society’s obligation is:

- a. to carry out the review of class survey records of the losing Society to the extent deemed necessary but not less than the contents specified in item K2.112 below in order to be reviewed by an authorized person;
- b. to advise the losing Society in writing of the anticipated date of final entry into class and that IACS PR 1A Form G with Parts A, B and B-1 (when applicable) duly completed as been sent.

110. The gaining Society may, if deemed necessary, carry out the review of class survey records of other Societies, which had previously classed the vessel.

111. Within one month of the date of final entry into class, the gaining Society is to dispatch relevant form as per RBNA Quality System as applicable duly completed, to the losing Society. In cases where the losing Society has reported recommendations / conditions of class on the vessel, the gaining Society is to provide to the losing Society, together with relevant form as per RBNA Quality System, an itemised list of actions taken with the date and location and actions to be taken, to satisfy each recommendation /

condition of class. The gaining Society is to confirm in writing the date of final entry into class to the flag State within one month of the date of final entry into class.

112. The reporting by gaining Society to losing Society is to be done in accordance with the Harmonization of Reporting in K2.600 below.

113. Content of Vessel's History Report Regarding Class Items [ANNEX 3 IACS PR-1]

- a. Damages by events and dates \*
- b. Major repairs / rectifications by dates \*
- c. Conversion of hull-dates \*
- d. Major alterations of machinery installation-dates \*
- e. Condition evaluation / hull summary report if applicable
- f. Type of cargoes (coal, logs, aggressive bulks, chemical product, type of oil) when available
- g. History of recommendations / conditions of class \*
- h. Thickness measurements from last Special Survey and subsequent thickness measurements, including areas with substantial corrosion
- i. Report of last Special Survey and subsequent periodical reports
- j. Information on coating condition of water ballast tanks (including non ESP vessels) \*
- k. Restrictions / limitations in navigation area
- l. Optional photos when available

(\* ) As retained by the losing Society.

## 200. Obligations and reporting of the losing Society

201. If an Owner advises the losing Society of an intention to transfer class, the losing Society is to immediately confirm to the Owner any overdue surveys and outstanding recommendations / conditions of class, together with any outstanding fees.

202. The losing Society:

- a. within two working days of receipt of a written request at its Headquarters or one of its designated control or management centres, is to notify the gaining Society the latest class details in its possession including a full list of overdue surveys and recommendations / conditions of class - with the respective due dates - issued against the subject vessel. For vessels under Enhanced Survey Programme, the following documentation is also to be provided:

- a.1. the most recent Condition Evaluation Report/Executive Hull Summary Reports;
- a.2. any available Survey Planning Document for the forthcoming special or intermediate survey, regardless of whether the gaining Society intends to credit or not class entry surveys as periodical surveys for maintenance of classification.
- a.3. In cases where the class status is received in a language not readily understood by the gaining Society or contains vague or unclear descriptions, the losing Society is to provide additional detailed information in English language on request of the gaining Society. The losing Society is obliged to advise the gaining Society of the possibility of further recommendations / conditions of class arising from surveys which the losing Society knows have been carried out but for which reports have not yet been received. The report Form L in PG-06 Annex 1 with Part A completed is to be used by the losing Society to report on the class status. Details may be amplified, if necessary, in accompanying documents.

b. is obliged to make available, within one month of the receipt of the request, all class survey records to the gaining society for record review and relevant reporting, to the extent this information is in the possession of the losing Society, to enable the gaining Society to construct the Vessel's History Report outlined in K2.112, in accordance with K2.108 above.

c. alternatively, upon request is obliged to provide, within one (1) month of the receipt of the request, a copy of all the class survey records to the gaining Society, to enable the gaining Society to construct the Vessel's History Report. These survey records will be transferred electronically if electronic files are available.

d. is also to submit, within one month of the receipt of the request, any Vessel's History Report regarding class items available from prior transfers of class performed after 1 July 2001.

203. The losing Society has one month from issuance of its survey status to the gaining Society to forward to the gaining Society:

- a. the additional information on outstanding surveys and/or recommendations / conditions of class arising from surveys performed proximate to the date of Owner's written request for transfer of class which were not included in said status, by dispatching Form L in IACS PR 1A Annex 1 with Part A-1 duly completed; and



b. the structural diminution allowances which were applying to the vessel, by dispatching Form L in IACS PR 1A Annex 1 with Parts A and A-1 (when applicable) duly completed.

204. To ensure mutual exchange of information on vessels transferring class and on the survey status of such vessels, the losing Society is, on completion of a withdrawal of class, to dispatch Form L in IACS PR 1A Annex 1, with Parts A, A-1 (when applicable) and B duly completed, to the TOC (transfer of class) database and to the gaining Society.

205. Should the losing Society, upon receiving information from the gaining Society pursuant to the disposition of the transfer of class, have clear grounds for believing that the gaining Society did not fulfil its obligations as specified in K2.200, the losing Society is to notify the gaining Society of its concerns and attempt to resolve any differences.

206. Societies who had classed the vessel prior to the losing Society have the same obligations as the losing Society, which are given in K2.202.b or K202.c, if so requested by the gaining Society, in accordance with K2.109 above.

### 300. Transfer of class at vessel's delivery

301. The procedural requirements for transfer of class at vessel's delivery are applicable when the Society which has carried out the new construction technical review and surveys (i.e. Losing Society) has issued its first Certificate of Class.

302. Whenever a Society is requested by an Owner to accept a vessel into class at its delivery, that Society, i.e. the gaining Society, is to immediately notify the Owner in writing that:

- a. any outstanding recommendations / conditions of class are to be dealt with by their due dates;
- b. copies of the plans listed in Part I, Title 1, Section 2, Item C3.203 are to be provided to the gaining Society as a prerequisite to obtaining a Full Term Certificate of Class.

If the Owner is unable to provide all of the required plans, the gaining Society is to request that the Owner authorize the losing Society to transfer copies of such of these plans as it may possess directly to the gaining Society upon request from the gaining Society, with the advice that the losing Society will invoice the gaining Society and the gaining Society may, in turn, charge the associated costs to the Owner.

303. Prior to issuing an Interim Certificate of Class on the date of the vessel's delivery, the gaining Society is to obtain:

a. from the Owner, a written request for transfer of class at vessel's delivery, containing an authorisation for the gaining Society to obtain a copy of the first Certificate of Class, from the losing Society; and

b. the first Certificate of Class from the Headquarters of the losing Society or one of its designated control or management centres or from the attending Surveyor at the yard of the builder including any outstanding recommendations / conditions of class and information normally contained in the classification status.

304. After receipt of a written request from the Owner for transfer of class at a Society's Headquarters or one of its designated control or management centres, the gaining Society is to notify the losing Society of the requested transfer of class using the Form G in IACS PR 1A Annex 1 with Part A completed and attaching the Owner's authorisation for release of the first Certificate of Class, including the list of any recommendations / conditions of class - with the respective due dates - issued against the subject vessel and information normally contained in the classification status. If the gaining Society does not receive the above documents from the losing Society on the date of the vessel's delivery, the gaining Society may utilise the losing Society's said documents provided by the Owner and, after complying with the other relevant requirements of this Procedural Requirement, may issue an Interim Certificate of Class on the date of the vessel's delivery. In such cases, a statement is to be included in or with the Interim Certificate of Class issued by the Gaining Society reminding the Owner that the conditions of K2.302 are still applicable.

305. The Gaining Society is not to issue an Interim Certificate of Class, or other documents enabling the vessel to trade:

- a. until all relevant surveys specified in Part I, Title 01, Section 2, subchapter C3 have been satisfactorily completed; and
- b. before giving the opportunity to the Flag Administration to provide any further instruction within three working days.

306. The validity of the Interim Certificate of Class and the subsequent full term Certificate of Class issued by the Gaining Society is subject to any outstanding recommendations / conditions of class previously issued against the vessel being completed by the due date and as specified by the losing Society. Any outstanding recommendations / conditions of class with their due dates and information normally contained in the classification status are to be clearly stated on the:

- a. First Certificate of Class or an attachment to the First Certificate of Class and/or class survey record available on board.

b. Survey status when the full term Certificate of Class is issued.

307. The gaining Society is, within one month from issuing its Interim Certificate of Class, to advise the losing Society of the date of issuing this certificate. The report Form G in IACS PR 1A Annex 1, with Parts A and B duly completed is to be used.

308. Within one month of the date of final entry into class, the gaining Society is to dispatch Form G in IACS PR 1A Annex 1, with Parts A, B, and C duly completed to the losing Society. In cases where the losing Society has reported recommendations / conditions of class on the vessel, the gaining Society is to provide to the losing Society, together with Form G, an itemised list of actions taken with the date and location and actions to be taken, to satisfy each recommendation / condition of class.

309. The reporting by gaining Society to losing Society, required in K2.308, is to be done in accordance with the Harmonization of Reporting in K2.600 below.

#### 400. Obligations and reporting of the losing Society

401. Upon receipt of a written request at its Headquarters or one of its designated control or management centres and on the date of the vessel's delivery, the losing Society is to submit to the gaining Society its first Certificate of Class, including the list of any recommendations / conditions of class - with the respective due dates - issued against the subject vessel and the list of any information normally contained in the classification status. The report Form L in Annex 1 with Part A completed is to be used by the losing Society. Details may be amplified, if necessary, in accompanying documents.

402. The losing Society has one month from issuance of its first Certificate of Class to the gaining Society to forward to the gaining Society the structural diminution allowances which were applying to the vessel, by dispatching Form L in IACS PR 1A Annex 1 with Parts A and A-1 duly completed.

403. To ensure mutual exchange of information on vessels transferring class, the losing Society is, on completion of a withdrawal of class, to dispatch Form L in PR-06 Annex 1, with Parts A, A-1 and B duly completed, to the TOC database and to the gaining Society.

404. Should the losing Society, upon receiving information from the gaining Society pursuant to the disposition of the transfer of class, have clear grounds for believing that the gaining Society did not full fill its obligations, the losing Society is to notify the gaining Society of its concerns and attempt to resolve any differences.

#### 500. Other requirements

501. The obligations of the gaining and losing Societies continue to apply when a vessel's class is suspended and

for six (6) months following withdrawal of a vessel's class, irrespective of class status in the meantime.

502. As the ship may be laid up, the gaining Society is to check the classification status from the previous Society in order to verify if present Chapter K is applicable.

#### 600. Harmonization of reporting

601. The table T.K2.601.1 gives the requirements for harmonization of reporting.

#### 700. When a ship changes class, it is recommended that:

a. the losing Society, be willing, upon request of the Head Office of the gaining Society, to submit copies of the following statutory documentation, as applicable, within the limitations set by the Flag state concerned and by national legal constraints:

- a.1. freeboard calculation (LLC 1930/1966)
- a.2. initial freeboard survey report
- a.3. subdivision calculation (Reg. 27, LLC 66)
- a.4. stability manual as approved and placed onboard ship
- a.5. safety equipment record (SOLAS 74 as amended)
- a.6. MARPOL 73/78 Documentation in case of Oil Tankers:
- a.7. COW survey reports according to IMO Resolution A 446(XI), para. 4.2.10
- a.8. Approved calculations of limitation of size and arrangement of cargo tanks
- a.9. Approved calculations of sub-division and stability
- a.10. statutory certificates including their supplement
- a.11. certificates issued in accordance with other international statutory instruments, e.g. Codes
  - i. text of statutory recommendations
  - ii. Condition Evaluation Reports for vessels subject to Enhanced Survey Requirements

b. transfer of additional material supporting the issuance of statutory certification be favourably considered by the losing Society, upon request by the gaining Society, within the limitations set by the

Flag state concerned and by national legal constraints; and that

- c. copies of such items as the freeboard calculation, initial freeboard survey report, safety equipment record and IOPP Certificates and initial survey re-

ports be submitted free of charge whereas, for copies of voluminous documentation (e.g., subdivision and damage stability calculations, manuals, etc.), it would be appropriate to charge the cost of copying and distribution.

**TABLE T.K2.601.1 - HARMONISATION OF REPORTING**

ITEM	ACTION	LOCATION	DATE	GAINING SOCIETY'S REPORT REQUIREMENTS
Overdue Survey	Commenced	Port	Survey Date	List items credited and items remaining to be credited, if any. Explain why the entire survey was not completed at this port. List conditions for direct voyage to port where survey will be completed, including the need to discharge current cargo if applicable.
Overdue Survey	Continued	Port	Survey Date	In case where surveys are continued at the port where the current cargo is discharged, list items credited and items remaining to be credited, if any. Explain why the entire survey was not completed at this port. List conditions for direct voyage to port where the survey will be completed.
Overdue Survey.	Completed	Port	Survey Date	List place and date where survey was completed.
Overdue recommendation/condition of class.	Cleared	Port	Survey Date	Explain actions taken to complete overdue recommendation/condition of class as specified by the losing Society.
Overdue recommendation/condition of class.	Commenced	Port	Survey Date	In case where overdue recommendations/conditions of class are postponed or partly postponed at the port where the current cargo is discharge, list items credited, if any. Explain why the overdue recommendation was not completed at this port. List conditions for discharge voyage to port where recommendation will be completed as specified by losing Society.
Overdue recommendation/condition of class	Cleared	Port	Survey Date	List date, place and actions take for completion of overdue recommendations/conditions of class.

**CHAPTER L  
PROCEDURES FOR DOUBLE OR DUAL CLASS  
[IACS PR 1b]**

CHAPTER CONTENTS

- L1. PURPOSE
  - L2. TERMS AND DEFINITIONS
  - L3. PROCEDURAL REQUIREMENTS
  - L4. WITHDRAWING CLASS OF A SOCIETY FROM  
A DOUBLE OR DUAL CLASS ARRANGEMENT
- 

**L1. PURPOSE**

**100. Purpose**

101. This Chapter is based on requirements from IACS Chapter, PR 1B “Chapters For Adding, Maintaining Or Withdrawing Double Or Dual Class”. This Chapter is applicable for vessels contracted for construction on or after 1 July 2010.

**200. Application**

201. This Chapter contains requirements pertaining to adding, maintaining or withdrawing a double or dual class and is applicable, unless stated otherwise, to vessels of over 100 GT of whatever type, self-propelled or not, restricted or unrestricted service, except for "inland waterway" vessels.

202. The obligations of this Chapter apply to Classification Societies which are subject to verification of compliance with IACS QSCS.

203. However, RBNA reserves the right to adopt this Chapter even for vessels not subject to the IACS QSCS system under the following conditions:

- a. Upon previous notification to the Owners that the Chapter is to be applied
- b. if not yet under the IACS QSCS system, the notifications and reports are to be sent to the Brazilian Maritime Authority DPC instead of being sent to IACS.

Note: This Chapter rules over the requirements to be followed when RBNA is one of the Societies herein mentioned. The requirements for the other Society, as opposed to RBNA’s role, have been maintained from the IACS Procedure.

**L2. TERMS AND DEFINITIONS**

**100. Terms and definitions**

101. **‘Double class vessel’** is a vessel which is classed by two Societies and where each Society works as if it is the only Society classing the vessel, and does all surveys in accordance with its own requirements and schedule.

102. **‘Dual class vessel’** is a vessel which is classed by two Societies between which there is a written agreement regarding sharing of work.

103. **‘First Society’** is a Society classing a vessel which, under request of the Owner, enters a double or dual class arrangement with another Society.

104. **‘Interim Certificate of Class’**, or Interim Class Certificate, is the certificate issued immediately upon completion of the survey of the vessel to enable it to trade while the report of the classification surveys is processed by the gaining Society pursuant to issuing its full term Class Certificate.

105. **‘Outstanding’** means still to be dealt with.

106. **‘Overdue’** means overdue on the date the first or losing Society receives the request by the second or remaining Society for its current classification survey status.

107. **‘Recommendations’** and **‘Conditions of Class’** are to be read throughout this Procedural Requirement as being different terms used by Societies for the same thing i.e. requirements to the effect that specific measures, repairs, surveys etc. are to be carried out within a specific time limit in order to retain class.

108. **‘Remaining Society’** is a Society which keeps an existing vessel in class, when the class by the other Society involved in the double or dual class arrangement is suspended or withdrawn.

109. **‘Second Society’** is a Society which is requested by an Owner to accept an existing vessel already classed by another Society into its class under double or dual class arrangement.

110. **‘Withdrawing Society’** is a Society which withdraws its class to an existing vessel in class under double or dual class arrangement.

Note: In this Chapter, relevant form as per RBNA Quality System, K2.600 and K2.112, the withdrawing Society is sometimes referred to simply as the “losing”, when the context is obvious.

**L3. ADDING CLASS OF A SECOND SOCIETY TO A VESSEL CLASSED BY FIRST SOCIETY [IACS PR 1B SECTION B]**

**100. Obligations of the second Society**

101. Whenever a Society (i.e. second Society) is requested by an Owner to accept an existing vessel already classed by another Society (i.e. first Society) into its class under double or dual class arrangement, the second Society is to immediately notify the Owner in writing that:

- a. the second Society only accepts a vessel that is free from any overdue surveys or recommendations / conditions of class;
- b. the Owner is to inform first Society of his request to second Society;
- c. the Owner is to authorize first Society to submit to second Society its current classification status and documents as listed in K2.112 above for information and use by second Society in conducting its class entry surveys;
- d. when the Owner decides to leave the double or dual class arrangement and prior to withdrawing from the class of one of two Societies the Owner is to inform the Societies of his intended actions;
- e. when the Owner is advised that one of the Societies involved in double or dual class arrangement suspends or withdraws class the Owner is to inform the remaining Society of the action taken by the other Society without delay;
- f. copies of the plans listed in Part I, Title 01, Section 2, subchapter C3 are to be provided to second Society as a prerequisite to obtaining a full term Class Certificate. If the Owner is unable to provide all of the required plans, the second Society is to request that the Owner authorize the first Society to transfer copies of such of these plans as it may possess directly to the second Society upon request from the second Society, with the advice that the first Society will invoice the second Society and the second Society may, in turn, charge the associated costs to the Owner.

102. Within two working days of receipt of a written request from the Owner for entry into second Society's class at a Society's Headquarters or one of its designated control or management centres, the second Society is to notify the first Society of the requested entry into class using IACS Form G in Annex 1 with its Part A duly completed and attaching the Owner's authorization for release of survey status.

103. Prior to issuing an Interim Certificate of Class the second Society is to:

- a. obtain from the Owner, a written application for entry into second Society's class, containing an authorization for second Society to obtain the current classification status from the first Society;
- b. obtain the current classification survey status from the Headquarters of the first Society or one of its designated control or management centres;
- c. for double class: carry out its class entry survey in accordance with the requirements of Part I, Title 01, Section 2, subchapter C3 taking account of the recommendations / conditions of class in the status provided by the first Society;
- d. for dual class: carry out an initial survey having the scope of an annual survey as a minimum.

104. The second Society is, within one month from issuing its Interim Certificate of Class, to advise the first Society of the date of issuing this certificate. The relevant Form G as per RBNA Quality System with parts A and B duly completed is to be used. Any additional information regarding outstanding surveys or recommendations / conditions of class received from the first Society is to be taken into relevant Form G as per RBNA Quality System with part B-1 duly completed within one month from the completion of the survey.

105. Prior to final entry into the second Society's class, the second Society is obligated to:

- a. carry out the class survey record review to the extent deemed necessary, but not less than the contents specified in Part I, Title 01, Section 2, subchapter C3 in order to prepare an auditable Vessel's History Report covering the present class and prior transfer of class performed after 1 July 2001; this Vessel's History Report is to be reviewed by an authorized person;
- b. obtain plans and information in accordance with the requirements of Part I, Title 01, Section 2, subchapter C3.

106. To ensure mutual exchange of information on vessels adding class and on the survey status of such vessels, the second Society is, on completion of final entry into class, to dispatch relevant Form G as per RBNA Quality System with parts A, B, B-1 duly completed to the IACS TOC (transfer of class) database and to the first Society.

**200. Obligations of the first Society**

201. The first Society:

- a. within two working days of receipt of a written request at its Headquarters or one of its designated control or management centres is to notify the second Society the current classification status including a full list of surveys and recommendations / conditions of class. The most recent condition eval-

uation report/executive hull summary reports and survey planning document for the commenced Special Survey for vessels under Enhanced Survey Programme are also to be provided. In cases where the class status is received in a language not readily understood by the second Society or contains vague or unclear descriptions the first Society is to provide additional detailed information in English language on request of the second Society. The first Society is obliged to advise the second Society of the possibility of further recommendations / conditions of class arising from surveys, which the first Society knows have been carried out but for which reports have not yet been received. The report relevant Form L as per RBNA Quality System with part A completed is to be used by the first Society to report on the class status; details may be amplified, if necessary, in accompanying documents;

- b. is obliged to make available, within one month of receipt of request referred to in .1, all class survey records to the second Society for record review and relevant reporting, to the extent this information is in possession of the first Society, to enable the second Society to construct the Vessel's History Report outlined in K2.112 above, in accordance with L3.105a of this Chapter.
- c. alternatively to item L3.201.b above, upon request is obliged to provide, within one month of receipt of the request, a copy of all the class survey records to the second Society, to enable the second Society to construct the Vessel's History Report. These survey records will be transferred electronically if electronic files are available;
- d. is also to submit, within one month of receipt of the request referred to in L3.201.a above, any Vessel's History Reports regarding class items (see item K2.112) available during the present class and from prior transfers of class performed after 1 July 2001.

202. The first Society has one month from issuance of its classification status to the second Society as per L3.201 to forward to the second Society:

- a. the additional information on outstanding surveys and/or recommendations / conditions of class arising from surveys performed proximate to the date of Owner's written request for adding class which were not included in said status, by dispatching relevant Form L as per RBNA Quality System with part A-1 duly completed; and
- b. the structural diminution allowances which were applying to the vessel, by dispatching relevant Form L as per RBNA Quality System with parts A and A-1 (when applicable) duly completed.

### **300. Adding class of a Second Society to a vessel classed by First Society at vessel's delivery**

301. The procedural requirements for adding class at vessel's delivery are applicable when the Society which has carried out the new construction technical review and surveys (i.e. First Society) has issued its first Certificate of Class.

### **400. Obligations and reporting of the second Society**

401. Whenever a Society (i.e. Second Society) is requested by an Owner to accept a vessel already classed by another Society (i.e. first Society) into its class under double or dual class arrangement at vessel's delivery, the second Society is to immediately notify the Owner in writing that:

- a. the Owner is to inform first Society of his request to second Society;
- b. the Owner is to authorize first Society to submit to second Society its Certificate of Class;
- c. when the Owner decides to leave the double or dual class arrangement and prior to withdrawing from the class of one of two Societies the Owner is to inform the Societies of his intended actions;
- d. when the Owner is advised that one of the Societies involved in double or dual class arrangement suspends or withdraws class the Owner is to inform the remaining Society of the action taken by the other Society without delay;
- e. copies of the plans listed in Part I, Title 01, Section 2, subchapter C3 are to be provided to second Society as a prerequisite to obtaining a full term Certificate of Class. If the Owner is unable to provide all of the required plans, the second Society is to request that the Owner authorize the first Society to transfer copies of such of these plans as it may possess directly to the second Society upon request from the second Society, with the advice that the first Society will invoice the second Society and the second Society may, in turn, charge the associated costs to the Owner.

402. After receipt of a written request from the Owner for entry into second Society's class at a Society's Headquarters or one of its designated control or management centres, the second Society is to notify the first Society of the requested entry into class using Form G in IACS PR 1A Annex 1 with its Part A duly completed and attaching the Owner's authorization for release of the first Certificate of Class, including the list of any recommendations / conditions of class – with the respective due dates - issued against the subject vessel and the list of any information normally contained in the classification status.

403. Prior to issuing an Interim Certificate of Class on the date of the vessel's delivery, the second Society is to:

- a. obtain from the Owner, a written request for entry into second Society's class at vessel's delivery, containing an authorization for second Society to obtain a copy of the first Certificate of Class, from the first Society;
- b. obtain the first Certificate of Class from the Headquarters of the first Society or one of its designated control or management centres or from the attending Surveyor at the yard of the builders, including any outstanding recommendations / conditions of class and information normally contained in the classification status.
- c. carry out and satisfactorily complete all relevant surveys specified in Part I Title 01 Section 2 subchapter C3.

404. The second Society is, within one month from issuing its Interim Certificate of Class, to advise the first Society of the date of issuing this certificate. The report relevant Form G as per RBNA Quality System with parts A and B duly completed is to be used.

405. Prior to final entry into the second Society's class, the second Society is obligated to:

- a. obtain plans and information in accordance with the requirements of Part I Title 01 Section 2 subchapter C3.

406. To ensure mutual exchange of information on vessels adding class and on the survey status of such vessels, the second Society is, on completion of final entry into class, to dispatch The report relevant Form G as per RBNA Quality System with parts A, B and C duly completed is to be used to the TOC (transfer of class) database and to the first Society.

#### **500. Obligations and reporting of first Society**

501. Upon receipt of a written request at its Headquarters or one of its designated control or management centres and on the date of the vessel's delivery, the first Society is to notify the second Society its first Certificate of Class, including the list of any recommendations / conditions of class - with respective due dates - issued against the subject vessel and the list of any information normally contained in the classification status. The report relevant Form LG as per RBNA Quality System with Part A completed is to be used by the first Society; details may be amplified, if necessary, in accompanying documents;

502. The first Society has one month from issuance of its Certificate of Class to the second Society to forward to the second Society the structural diminution allowances which were applying to the vessel, by dispatching Form L in RBNA Quality System with Parts A and A-1 duly completed.

#### **600. Maintaining Class in a Double or Dual Class Arrangement** **[IACS PR 1B SECTION C]**

601. **Double Class:** Each Society acts independently while the vessel is in double class.

602. **Dual Class:** Each Society acts also on behalf of the other Society, while the vessel is in dual class, in accordance with the agreement adopted by the two Societies.

#### **L4. WITHDRAWING CLASS OF A SOCIETY FROM A DOUBLE OR DUAL CLASS ARRANGEMENT** **[IACS PR 1B SECTION D]**

#### **100. Obligations of the remaining Society maintaining its class**

101. Whenever a Society (i.e. the remaining Society) being in a double class arrangement with another Society receives a written request from an Owner pertaining to his intention to withdraw from class of the other Society (i.e. withdrawing Society), or information that her class has been withdrawn by the other Society, the remaining Society is to immediately notify the Owner in writing that:

- a. the validity of the remaining Society's Class Certificate is subject:

- a.1. for vessels less than 15 (\*) years of age to completion by the remaining Society of all overdue recommendations / conditions of class of the withdrawing Society at the first port of call at which surveys can be carried out and to completion by the remaining Society of all outstanding recommendations / conditions of class of the withdrawing Society by the due date;

(\*) To be calculated from the date of delivery to either the date of notification by the Owner of his intention to withdraw from class or the date of advice by the withdrawing Society to the Remaining Society (date of the relevant form as per RBNA Quality System) that class has been withdrawn, not at the request of the Owner.

- a.2. for vessels of 15 years of age and over, to completion by the withdrawing Society of all overdue recommendations / conditions of class and to completion by the remaining Society of all outstanding recommendations / conditions of class of the withdrawing Society by the due date;

- b. the Owner is to authorize remaining Society to request from withdrawing Society its current classification status;



- c. principles given in item L4.10.a above apply to any additional recommendations / conditions of class issued against the vessel, which were not included in the initial survey status provided to the remaining Society by the withdrawing Society because they have arisen from the surveys carried out in close proximity to the request for withdrawal from class. Such additional recommendations / conditions of class, if received after the issuance of the Interim Certificate of Class by the remaining Society and which are overdue, are to be dealt with at the first port of call at which surveys can be carried out by the relevant Society, depending on the age of the vessel.
102. The remaining Society is to obtain from the Owner a written confirmation of intention to withdraw from the other Society's class, containing an authorization for remaining Society to obtain the current classification status from the Headquarters of the withdrawing Society or one of its designated control or management centres.
103. Within two working days of receipt of a written confirmation of intention from the Owner to withdraw from the other Society's class at the remaining Society's Headquarters or at one of its designated control or management centres, the remaining Society is to request the withdrawing Society, on the basis of Owner's authorization, to release the survey status using relevant Form G as per RBNA Quality System with its part 1 duly completed and attaching the Owner's authorization for release of survey status. However, if the remaining Society does not receive the classification survey status from the withdrawing Society within three (3) working days (\*) from the request, the remaining Society may utilize the withdrawing Society's survey status information provided by the Owner and, after complying with the other relevant requirements of this Procedural Requirement, may confirm the validity of its Class Certificate.
104. The remaining Society is to suspend the validity of its Class Certificate or other documents enabling the vessel to trade, if any overdue recommendations / conditions of class previously issued against the subject vessel by the withdrawing Society have not been satisfactorily completed by the relevant Society, depending on the age of the vessel, at the first port of call where surveys can be carried out. When repair facilities are not available in the first port of survey, a direct voyage to a repair port may be accepted to complete surveys for overdue recommendations / conditions of class. In that case, the remaining Society is to inform the owner and withdrawing Society of the decision taken, e.g. direct voyage conditions agreed and port of repairs.
105. The validity of remaining Society's Class Certificate is subject to any outstanding recommendations / conditions of class previously issued against the vessel by the withdrawing Society being completed by the due date and as specified by the withdrawing Society. Any outstanding recommendations / conditions of class with their due dates are to be clearly stated on the:
- a. class survey record if available on board; and
  - b. survey status.
106. Within one month from the completion of the survey, the remaining Society is to advise the withdrawing Society of the actions taken with dates and locations to satisfy each overdue recommendation / condition of class, if any, issued against the subject vessel as specified to the Owner by the withdrawing Society. relevant Form G as per RBNA Quality System with parts A and B duly completed is to be used. A list of dates, locations and actions taken to satisfy each overdue recommendation/overdue condition of class as specified to the Owner by the withdrawing Society is to be attached to the copy sent to the withdrawing Society. Where no overdue items are provided by the withdrawing Society, this form with Parts A and B, duly completed, is to be sent to the withdrawing Society and to the TOC database within one month from the date of sending relevant Form G as per RBNA Quality System with its part A.
107. Any additional information regarding outstanding recommendations / conditions of class received from the withdrawing Society in accordance with L4.203 is to be dealt with in accordance with L4.104 and L4.105 above, as applicable, and reported to the withdrawing Society with relevant Form G as per RBNA Quality System with part B-1 duly completed as applicable within one (1) month from the completion of the survey. When this additional information is received any recommendations / conditions of class which are overdue are to be dealt with at the first port of call at which surveys can be carried out by the relevant Society, depending on the age of the vessel. If this is not accomplished, the Class Certificate is to be suspended immediately unless the Owner agrees to proceed directly, without further trading, to a suitable port where any overdue recommendations / conditions of class are to be dealt with for completion.
108. The remaining Society is, within one month of completion of a transfer of vessel into single class, to dispatch relevant Form G as per RBNA Quality System with its parts A, B, B-1 (where applicable) and C duly completed, to the TOC database and to the withdrawing Society. In cases where the withdrawing Society has reported recommendations / conditions of class on the vessel, the due dates of which are yet to come, the remaining Society is to provide to the withdrawing Society, together with the Form G, an itemised list of the actions taken with dates and locations and actions to be taken, to satisfy each recommendation / condition of class.
109. The reporting by remaining Society to withdrawing Society required in L4.108 above is to be done in accordance with the Harmonization of Reporting in K2.600.
110. The remaining Society is to carry out the class survey record review on the withdrawing Society during the period of double class arrangement to the extent deemed necessary, but not less than the contents specified in Part I, Title 01, Section 1, Chapter K2.112 in order to prepare an

auditable Vessel's History Report to be reviewed by an authorized person.

## **200. Obligations of the withdrawing Society**

201. If an Owner advises a Society in writing of an intention to withdraw from its class or class is withdrawn by the withdrawing Society, the withdrawing Society is to immediately confirm to the Owner any overdue surveys and outstanding recommendations / conditions of class, together with any outstanding fees. The remaining Society is to be informed of the actual or intended withdrawal of class using relevant Form L as per RBNA Quality System completed as applicable.

202. The withdrawing Society:

- a. within two working days of receipt of a written request from the remaining Society at its Headquarters or one of its designated control or management centres, is to notify the remaining Society the latest class details in its possession including a full list of overdue surveys and recommendations / conditions of class - with the respective due dates - issued against the subject vessel. The most recent Condition Evaluation / Executive Hull Summary Reports and Survey Planning Document for the commenced Special Survey for vessels under Enhanced Survey Programme, if any during the period of double class arrangement, are also to be provided. In cases where the class status is received in a language not readily understood by the remaining Society or contains vague or unclear descriptions, the withdrawing Society is to provide additional detailed information in English language on request of the remaining Society. The withdrawing Society is obliged to advise the remaining Society of the possibility of further recommendations / conditions of class arising from surveys, which the withdrawing Society knows have been carried out but for which reports have not yet been received. The report Form L in PR1 Annex 1 with Part A completed is to be used by the withdrawing Society to report on the class status. Details may be amplified, if necessary, in accompanying documents;
- b. is obliged to make available, within one month of receipt of the request referred to in item L4.202.a above, all class survey records to the remaining Society for record review and relevant reporting during the period of double class arrangement to the extent this information is in the possession of the withdrawing Society;
- c. alternatively to L4.202.b . above, the withdrawing Society is obliged to provide, within one month of receipt of the request referred to in L4.202.a, a copy of all class survey records to the remaining Society upon request.

203. The withdrawing Society has one month from issuance of its survey status to the remaining Society per para-

graph L4.202.b. to forward to the remaining Society the additional information on outstanding surveys and/or recommendations / conditions of class arising from surveys performed proximate to the date of Owner's written request to withdraw from class which were not included in said status to the Owner, by dispatching relevant Form L as per RBNA Quality System with part A-1 duly completed.

204. For vessels of 15 years of age and over, the withdrawing Society is, within one month from completion of any overdue recommendations / conditions of class imposed by the withdrawing Society, to confirm to the remaining Society the date, location and action taken to IACS PR1B satisfy each item. The report relevant Form L as per RBNA Quality System with part A duly completed, is to be used. The reporting by the withdrawing Society to the remaining Society is to be done in accordance with the Harmonization of Reporting in K2.600.

205. To ensure mutual exchange of information on vessels transferring class and on the survey status of such vessels, the withdrawing Society is, on completion of a withdrawal of class, to dispatch Form L as per RBNA Quality System with part A-1 with its Parts A, A-1 (when applicable) and B duly completed, to the TOC database and to the remaining Society.

207. Should the withdrawing Society, upon receiving information from the remaining Society pursuant to the disposition of the withdraw of class, have clear grounds for believing that the remaining Society did not fulfil its obligations as specified in L4.100, the withdrawing Society is to notify the remaining Society of its concerns and attempt to resolve any differences.

## **300. Withdrawing Class of a Society from a Dual Class Arrangement**

301. In the case of dual classed vessels, the withdrawing Society - according to agreement between the two Societies - is to inform the remaining Society that the class has been withdrawn using the first part and Form L as per RBNA Quality System with its Part B.

## **400. Other Requirements**

401. The obligations of the withdrawing and remaining Societies continue to apply when a vessel's class is suspended and for six (6) months following withdrawal of a vessel's class.

**CHAPTER M**  
**PROCEDURE FOR SUSPENSION AND REIN-  
STATEMENT OR WITHDRAWAL OF CLASS IN**  
**CASE OF SURVEYS, CONDITIONS OF CLASS OR**  
**RECOMMENDATIONS GOING OVERDUE**  
**[IACS PR 1C]**

- M1. PURPOSE
  - M2. TERMS AND DEFINITIONS
  - M3. PROCEDURAL REQUIREMENTS
  - M4. NOTIFICATION AND REPORTING
  - M5. IMPOSING / CLEARANCE OF CONDITIONS OF CLASS
- 

**M1. PURPOSE**

**100. Purpose**

101. This Chapter contains requirements pertaining to suspension and reinstatement or withdrawal of class and is applicable, unless stated otherwise, to vessels of over 100 GT of whatever type, self propelled or not, restricted or unrestricted service, except for "inland waterway" vessels. The obligations of this Chapter apply to Classification Societies which are subject to verification of compliance with QSCS. However, RBNA reserves the right to adopt this procedure even for vessels not subject to the IACS QSCS system under the following conditions:

- a. Upon previous notification to the Owners that the procedure is to be applied
- b. If not yet under the IACS QSCS system, the notifications and reports are to be sent to the Brazilian Maritime Authority DPC instead of being sent to IACS.

Note: This procedure rules over the requirements to be followed when the vessel is solely in class with RBNA, or when RBNA is one of the dual class Societies. The requirements for the other Society, gaining or losing as opposed to RBNA's role, have been maintained from the IACS Procedure, for checking and informative purposes.

**M2. TERMS AND DEFINITIONS**

**100. Terms and Definitions**

101. 'Disclassed' means class has been suspended or withdrawn.

102. 'Dual class vessel' means a vessel which is classed by two Societies between which there is a written agreement regarding sharing of work.

103. Recommendations' and 'Conditions of Class' are to be read throughout this Procedural Requirement as being different terms used by Societies for the same thing, i.e. requirements to the effect that specific measures, repairs, surveys etc. are to be carried out within a specific time limit in order to retain class.

104. 'Exceptional circumstances' means unavailability of dry-docking facilities; unavailability of repair facilities; unavailability of essential materials, equipment or spare parts; or delays incurred by action taken to avoid severe weather conditions.

105. 'Force Majeure' means damage to the ship; unforeseen inability of the Society to attend the vessel due to the governmental restrictions on right of access or movement of personnel; unforeseeable delays in port or inability to discharge cargo due to unusually lengthy periods of severe weather, strikes or civil strife; acts of war; or other force majeure.

**M3. PROCEDURAL REQUIREMENTS**

**100. Suspension and reinstatement of class in the case of overdue surveys**

101. Owners are to be notified that the 5-year Class Certificate expires, and classification is automatically suspended, from the certificate expiry date in the event that the Special (Renewal) Survey has not been completed or is not under attendance for completion prior to resuming trading, by the due date. Classification will be reinstated upon satisfactory completion of the surveys due. Such surveys are to be credited from the date originally due. However, the vessel is disclassified from the date of suspension until the date class is reinstated. Under "exceptional circumstances", the RBNA may grant an extension not exceeding three months to allow for completion of the Special Survey provided that the vessel is attended and the attending Surveyor(s) 1 so recommend(s) after the following has been carried out:

- a. annual survey;
- b. re-examination of Recommendations / Conditions of Class;
- c. progression of the Special Survey as far as practicable;
- d. class extension, an underwater examination is to be carried out by an approved diving company. An underwater examination by an approved company may be dispensed with in the case of extension of dry-docking survey not exceeding 36 months interval provided the ship is without outstanding Recommendation / Condition of Class regarding underwater parts.

e. In the case that the Class Certificate will expire when the vessel is expected to be at sea, an extension to allow for completion of the Special Survey may be granted provided there is documented agreement to such an extension prior to the expiry date of the certificate, and provided that positive arrangements have been made for attendance of the Surveyor at the first port of call, and provided that the RBNA is satisfied that there is technical justification for such an extension. Such an extension is to be granted only until arrival at the first port of call after the expiry date of the certificate. However, if owing to “exceptional circumstances” the special survey cannot be completed at the first port of call, item M3.101 above may be followed, but the total period of extension shall in no case be longer than three months after the original due date of the special survey.

102. Annual Surveys: Owners are to be notified that the Class Certificate becomes invalid, and classification is automatically suspended, if the Annual Survey has not been completed within three months of the due date of the annual survey, unless the vessel is under attendance for completion of the Annual Survey. Classification will be reinstated upon satisfactory completion of the surveys due. Such surveys are to be credited from the date originally due. However, the vessel is to be disclassified from the date of suspension until the date class is reinstated.

103. Intermediate Surveys: Owners are to be notified that the Class Certificate becomes invalid, and classification is automatically suspended, if the Intermediate Survey has not been completed within three months of the due date of the third annual survey in each periodic survey cycle, unless the vessel is under attendance for completion of the Intermediate Survey. Classification will be reinstated upon satisfactory completion of the surveys due. Such surveys are to be credited from the date originally due. However, the vessel is to be disclassified from the date of suspension until the date class is reinstated.

104. Continuous Survey Item(s): Continuous survey item(s) due or overdue at time of annual survey is to be dealt with. The vessel's class will be subject to a suspension procedure if the item(s) is not surveyed, or postponed by agreement.

105. Vessels laid-up in accordance with the RBNA's Rules prior to surveys becoming overdue need not be suspended when surveys addressed above become overdue. However, vessels which are laid-up after being suspended as a result of surveys going overdue, remain suspended until the overdue surveys are completed.

106. When a vessel is intended for a demolition voyage with any periodical survey overdue, the vessel's class suspension may be held in abeyance and consideration may be given to allow the vessel to proceed on a single direct ballast voyage from the lay up or final discharge port to the demolition yard. In such cases a short term Class Certificate with conditions for the voyage noted may be issued

provided the attending surveyor finds the vessel in satisfactory condition to proceed for the intended voyage.

107. Force Majeure: If, due to circumstances reasonably beyond the owner's or the RBNA's control as defined above, the vessel is not in a port where the overdue surveys can be completed at the expiry of the periods allowed above, the RBNA may allow the vessel to sail, in class, directly to an agreed discharge port, and if necessary, hence, in ballast, to an agreed port at which the survey will be completed, provided the RBNA:

- a. examines the ship's records;
- b. carries out the due and/or overdue surveys and examination of Recommendations / Conditions of Class at the first port of call when there is an unforeseen inability of the RBNA to attend the vessel in the present port, and
- c. has satisfied itself that the vessel is in condition to sail for one trip to a discharge port and subsequent ballast voyage to a repair facility if necessary. (Where there is unforeseen inability of the RBNA to attend the vessel in the present port, the master is to confirm that his ship is in condition to sail to the nearest port of call.)

Note: If class has already been automatically suspended in such cases, it may be reinstated subject to the conditions prescribed in this paragraph.

#### **200. Suspension and reinstatement of class in the case of overdue recommendations / conditions of class**

201. To each recommendation / condition of class will be assigned a due date for completion. Owners will be notified of these dates and that the vessel's class will be subject to a suspension procedure if the item is not dealt with, or postponed by agreement, by the due date.

202. Classification will be reinstated upon verification that the overdue recommendation / condition of class has been satisfactorily dealt with. However, the vessel is to be declassified from the date of suspension until the date class is reinstated.

#### **300. Suspension and reinstatement of class of dual classed vessels**

301. When a vessel is dual classed and in the event that one of the Societies involved takes action to suspend the class of the vessel for technical reasons, the Society concerned will advise the other Society of the reasons for such action and the full circumstances within five working days.

302. The other Society will, upon receipt of this advice, also suspend the class of the vessel, unless it can otherwise document that such suspension is incorrect.

303. When either Society decides to reinstate class, it is to inform the other Society.

#### 400. Withdrawal of class

401. When class of a vessel has been suspended for a period of six months due to overdue surveys and/or recommendations / conditions of class, the class is to be withdrawn. A longer suspension period may be granted when the vessel is not trading as in cases of layup, awaiting disposition in case of a casualty or attendance for reinstatement.

### M4. NOTIFICATION AND REPORTING

#### 100. Notification to Owners and Flag States

101. The Society is to confirm in writing the suspension of class and reinstating of the vessel's class to the Owner and to the Flag State.

102. The Society is to confirm in writing the withdrawal of class to the Owner and to the Flag State.

103. For new vessels constructed on or after 1 July 1998 under SOLAS Reg. II-1/3.1, the letters according to M4.101 and M4.102 above are to state that certain statutory certificates are implicitly invalidated by the suspension / withdrawal of class.

104. Notes:

- a. The Class Certificate is to include as a minimum:
  - a.1. an expiry date based on the five year Special Survey (Renewal Survey);
  - a.2. an endorsement section to record the completion of Annual and Intermediate Surveys;
  - a.3. a statement to indicate that the Class Certificate becomes invalid and classification is automatically suspended, if:
  - a.4. the Annual Survey has not been completed within three (3) months of the due date of the annual survey; or
  - a.5. the Intermediate Survey has not been completed within three (3) months of the due date of the third annual survey in each periodic survey cycle, unless the vessel is under attendance for completion of the relevant survey; or alternatively, a reference to the class suspension requirement contained in the Classification Society's Rules.
- b. At the discretion of each Society, the following types of vessels may be exempted from compliance with this Procedural Requirement provided the Society has procedures for the suspension and withdrawal of their class:

- b.1. Mobile Offshore Drilling Units;
- b.2. Mobile Offshore Units;
- b.3. Floating Production and/or Storage Vessels;
- b.4. Military vessels or commercial vessels owned or chartered by Governments, which are utilised in support of military operations or service;
- b.5. Vessels in lay-up; or
- b.6. Fishing vessels.

### CHAPTER N PROCEDURE FOR STATUTORY CERTIFICATION AT THE CHANGE OF CLASS WITHOUT CHANGE OF FLAG [IACS PR 12]

#### CHAPTER CONTENTS

N1. PURPOSE

N2. PROCEDURAL REQUIREMENTS

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#### N1. PURPOSE

##### 100 Purpose

101. This Chapter contains requirements obtained from IACS Procedure, PR-12 "Statutory Certification at Change of Class Without Change of Flag". For the convenience of the users, the various cross-references to the relevant RBNA Rules and Guides are provided in addition to those for IACS documents. These IACS documents, UR, UI (Unified Interpretation) and Recommendation, are available from [www.iacs.org.uk](http://www.iacs.org.uk). The effective date of this Chapter is 1 October 2010 and it is applicable for vessels contracted for construction on or after 1 September 2010.

102. Whenever there are additions or references added by RBNA, the text will be in italics.

103. This Chapter lays down the minimum requirements for statutory surveys and certifications which the gaining society shall follow at change of class, when there is no change of Flag involved.

## N2. PROCEDURAL REQUIREMENTS

### 100. General Conditions

101. This Chapter does not prevent the gaining society from expanding the scope of its statutory surveys at its own discretion or in accordance with the requirements or instructions of the relevant Flag administration.

102. This Chapter assumes the Flag administration has authorized the gaining society to issue statutory certificates on its behalf.

103. If during the Mandatory Annual Surveys noted below, the Surveyor finds any major deficiencies or a significant number of minor deficiencies which indicate the condition of the vessel does not correspond substantially with the certificate issued by the losing society, then a full Renewal Survey shall be carried out prior to the issuance of any certificate.

104. For general guidance, the gaining society may refer to IACS Recommendation 98 “Duties of Surveyors under Statutory Conventions and Codes”. For specific guidance in these cases, the gaining society shall refer to its agreement with or instruction from, the Flag administration.

105. For definitions of permanent, interim and conditional certificates, refer to *DPC NORMAM 06* and IACS Recommendation 98.

### 200. Scope of survey

201. Regardless of the type of statutory vessel’s certificate or its remaining validity, the gaining society shall carry out a full Renewal Survey prior to issuing any certificates.

202. However, if the losing society holds a QSCS certificate, the gaining society may take into consideration the type of statutory certificate and its remaining validity as noted below:

- a. Prior to the issue of a Cargo Ship Safety Radio Certificate the gaining society shall carry out a full Renewal Survey (in case of non-HSSC certification) or a full Periodical Survey (in case of HSSC certification).
- b. Prior to the issue of a Passenger Ship Safety Certificate the gaining society shall carry out a full Renewal Survey.

203. For other statutory certificates, the following procedures are applicable:

- a. Expired or extended certificates: If the vessel’s certificate is expired or extended, the gaining society shall carry out a full Renewal Survey prior to issuing any certificate.

b. Permanent certificates: If the vessel has a permanent certificate issued by the losing society, the gaining society shall carry out a Mandatory Annual Survey. Based on satisfactory completion of the Mandatory Annual Survey and the permanent certificate issued by the losing society, the gaining society may issue a new certificate.

c. Conditional certificates: If the vessel has a conditional certificate issued by the losing society, the gaining society shall carry out a Mandatory Annual Survey. Based on re-examination of the deficiencies noted by the losing society on the conditional certificate, satisfactory completion of the Mandatory Annual Survey, and the conditional certificate issued by the losing society, the gaining society may issue a new certificate. The gaining society should consider the existing deficiencies, new deficiencies (if any) found during the Mandatory Annual Survey, the validity of the existing conditional certificate, and Recommendation 98 “Duties of Surveyors under Statutory Conventions and Codes” when using certificates.

d. Interim certificates: If the vessel has an interim certificate issued by the losing society, the gaining society shall carry out a Mandatory Annual Survey. Based on satisfactory completion of the Mandatory Annual Survey, and the interim certificate issued by the losing society, the gaining society may issue a new certificate.

### 300. Type and validity of certificates

301. The validity of a new certificate issued by the gaining society on the basis of a satisfactory mandatory Annual Survey and the permanent certificate issued by the losing society is not to exceed the validity of the permanent certificate issued by the losing society which it replaces.

302. Interim certificates may be issued pending issuance of the permanent certificate by the *RBNA head office*.

**CHAPTER O**  
**CHANGE OF FLAG**  
**[IACS PR 28]**

CHAPTER CONTENTS

O1. PURPOSE

O2. PROCEDURAL REQUIREMENTS

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**O1. PURPOSE**

**100. General**

101. The purpose of this Chapter is to lay down common procedures and minimum statutory survey/auditing requirements for Societies in case of Change of Flag.

102. However, this Chapter does not prevent the Societies from expanding the scope of statutory surveys at their own discretion or upon specific instructions of the relevant flag State Administration.

103. Surveys carried out for Change of Flag at a date which is outside of appropriate time windows for the periodical surveys of the corresponding certificate issued by, or on behalf of, the losing flag Administration are to be understood as additional surveys which are carried out solely for the purpose of Change of Flag. These surveys do not replace the surveys required to be carried out within the appropriate time windows.

**200. Application**

201. This document is applicable if the new registering flag State Administration has authorized the Society for survey and/or certification on its behalf and if the ship is subject to the requirements of the applicable international Conventions and mandatory Codes. Survey procedures are in accordance with the applicable international Conventions and mandatory Codes.

202. This document does not specifically deal with audit/verification and/or certification procedures in accordance with the ISM Code and the ISPS Code. Relevant procedures for ISM are more specifically laid down in item 14.4 of the ISM Code and PR 9 and for ISPS in section A.19.4.2 of the ISPS Code and PR 24. For ISM and ISPS these more specific requirements refer in connection with Change of Flag.

203. For flag States being Party of the SOLAS and LL1988 Protocols, the ‘Survey Guidelines under the Harmonized System of Survey and Certification’ / IMO Resolution A.997(25), as amended, are to be observed. For flag States not signatory to the SOLAS and/or LL1988 Protocols, the requirements for SOLAS 1974, Regulation I/14 and/or for LL 1966, Article 14 are to be observed.

**300. Scope of Surveys**

301. In addition to the surveys indicated in O1.302, it will be insured that the new flag, port of registry and ship’s name are indicated, as applicable, on statutory documents (Stability booklet, SOPEP, etc.) and life boats, life rafts, life buoys, etc..

302. If the Change of Flag is to be undertaken outside the windows of the due dates for surveys of new certificates which are going to be issued by, or on behalf of, the gaining Flag Administration, then the scope of surveys for the main statutory certificates are to be:

**MODU Code**

Units built from 01/01/2012 are to comply with the requirements of the MODU 2009 Code;

Units built from 01/05/1991 are to comply with the requirements of the MODU 89 Code;

Units built from 31/12/1981 are to comply with the requirements of the MODU 79 Code.

Units built before 31/12/1981, however, shall submit any differences in relation to the MODU 79 Code to DPC for assessment of the need to establish additional or alternative requirements.

**IMO SOLAS Convention**

Mobile units are to comply with the requirements of the SOLAS Convention as recommended in the MODU Code. Fixed units are not required to comply with the SOLAS Convention.

**IMO ISM Code**

Self propelled mobile units are to comply with the requirements of the ISM Code.

Mobile units not self-propelled and fixed units are not subject to the ISM Code.

**IMO MARPOL Convention**

Fixed and mobile units are to comply with the requirements of the ISM Code.

**IMO International Load Line Convention**

Mobile units are to comply with the requirements of the IMO International Load Line Convention LL 66 as required by the MODU Code.

Fixed units are not subject to the ILL Convention.

**IMO International Tonnage Convention**

Mobile units are to comply with the requirements of the IMO Tonnage 69 convention.

Fixed units are not subject to the requirements of the IMO Tonnage 69 Convention.

### IMO IMDG Code

The stowage and handling of dangerous goods are to comply with the requirements of the IMDG Code.

### Recommendations for ships fitted with Dynamic Position Systems – IMO MSC/Circ.645

The units fitted with dynamics positioning systems are to comply with the requirements of IMO MSC/Circ.645)

### IMO Diving Code

The diving systems on board fixed or mobile units are to comply with:

IMO Resolution A.831(19)

DPC NORMAM 15

### COLREG

The mobile units are to comply with the requirements of the COLREG when moving during a voyage.

When stationary, such units are to comply with the Section III of the COLREG (signals)

### Certification of Mobile Offshore Drilling Units

All Mobile Offshore Drilling Units are to be certified in accordance with the International Conventions and their amendments, as follows:

- 1) Mobile Offshore Drilling Unit Safety Certificate  
In accordance with the MODU CODE 79/89/2009, as applicable;
- 2) Safety Radio Certificate as per SOLAS 74 for mobile self-propelled units when under Voyage;
- 3) ISM Certificate for self propelled units, in accordance with the ISM Code;
- 4) DOC – Document of Compliance, for self propelled units, in accordance with the ISM Code;
- 5) IOPP Certificate in accordance with the MARPOL 73/88 Annex I as amended, for mobile units;
- 6) International Sewage Pollution Certificate as per MARPOL 73/88 Convention Annex IV, as amended;
- 7) International Load Line Certificate, as per ILL 66 Convention, for mobile units;
- 8) International Tonnage Certificate, as per Tonnage 69 Convention as amended, for mobile units.

Note: Specific requirements of the Flag State Administration related to the above statutory certificates are also to be considered.

303. For other statutory certificates not listed above the scope of survey is to be at least the scope of the relevant annual survey.

304. If due dates for surveys of new certificates, which are going to be issued by, or on behalf of, the gaining Flag Administration, are within the applicable time windows for surveys, then the appropriate renewal/intermediate/periodical/annual surveys shall be carried out. Due consideration to the circumstances shall be given in order to avoid unreasonable burdens as could be inter alia a necessary dry-docking of the ship for renewal survey of the SOLAS Cargo Ship Safety Construction Certificate or similar.

305. Surveys conducted within a three months' time period prior to the date of Change of Flag may be credited towards Change of Flag with the exception of SOLAS Safety Radio survey.

306. If the Society was not authorized by the previous flag State Administration for survey and/or certification or if the losing flag State Administration was not a Party to the relevant Convention, then appropriate initial/renewal surveys are to be carried out for SOLAS Safety Radio, Safety Equipment, Passenger Ship Safety Certificate, Load Line, MARPOL Annex I, MARPOL Annex IV, MARPOL Annex VI, Fitness Cert. Gas/Chemicals/NLS.

## CHAPTER P TRANSPARENCY OF CLASSIFICATION AND STATUTORY INFORMATION [IACS PR03]

### CHAPTER CONTENTS

#### P1. TYPE, RECEIVERS AND RELEASE OF INFORMATION

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#### P1. TYPE, RECEIVERS AND RELEASE OF INFORMATION

##### 100. Type of information

101. The actual types of information are as follows:

- a. Standing documentation
- b. Ship related information
- c. New buildings
- d. Ships in Operation Class Services
- e. Ships in Operation Statutory Services



f. Other information

*Guideline*

*The classification process and the statutory certification process involve a large amount of data.*

*Each of the involved parties / organizations needs information from the Society in order to assess the reliability and/or the conformity of the class and statutory certification processes to the national / international requirements.*

*This Chapter P establishes a procedure for the destination and type of information to be made available, i.e., which organizations should have access to each type of information.*

*The present Chapter establishes:*

- a. In item P1.100, categories for the information to be made available;*
- b. In item P.200, the receivers of the information;*
- c. In Table T.P1.301.1, establishes a matrix determine which category of information should be available for each receiver.*

*The notes 1 to 7 on the table determine the conditions of the release of such information:*

*End of Guidance*

**200. The Receivers of Information**

201. The receivers are:

- a. Owners
- b. Flag States
- c. Port States
- d. Insurance Companies
- e. Shipyards

**300. Release of Information**

301. The Table T.P1.301.1 indicates release of information. i.e., to whom and in what conditions the information is to be released. The footnotes describe the conditions of release.

**TABLE T.P1.301.1 RELEASE OF INFORMATION**

Information in question	Information available to:				
	Owners	Flag State	Port State	Insurance Company *	Ship Yards
<b>1. Class Society Standing Documents</b>					
- Rules and Guidelines (Class and statutory requirements)	1	1	1	1	1
- Instructions to Surveyors	-	1	-	-	-
- Quality Manual	1	1	1	1	1
- Register Books	1	1	1	1	1
<b>2. Ship related information:</b>					
<b>A - New buildings</b>	6	1	-	-	7
- Approved drawings	1	-	-	-	7
- Formal approval letters	2	-	-	-	7
- Certificates of important equipment					
<b>B - Ships in Operation:</b>	7	1	1	1	-
<b>Class services</b>	7	7**	1	1	-
- Date (month and year) of all Class Surveys	7	1	6	5	-
- Expiry date of Class Certificate	7	7**	1	1	-
- Certificates / Reports	7	1	1	5	-
- Overdue Surveys	7	1	1	1	-
- Text of Conditions of Class	7	3	3	3	-
- Test of Overdue Conditions of Class					
- Executive Hull Summary					
<b>Statutory services</b>	7	7**	1	1	-
- Due dates of Statutory Surveys	7	7**	1	1	-
- Expiry date of Statutory Certificates	7	7**	1	5***	-
- Registered Statutory recommendations	7	7**	1	1***	-
- Overdue statutory recommendations					
<b>3. Other Information:</b>					
- Correspondence file with Yard and / or Owner	6	6	-	5&6	-
- Audit of Class Societies QA System	4	4	4	4	-
- Class Transfer Reporting	7	7	7	7	-
- Class Withdrawal information	7	7	7	7	-
* Insurance Company means P&I Clubs and Hull Underwriters					
** If stated in Agreement					
***Unless prevented by the agreement with the Flag State					
<b>KEY</b>					
1 Available upon request					
2 At delivery of the ship in Ship Yard					
3 Available under visit on board					
4 Result of audit available on request					
5 When accepted by Owners – or through special clause in insurance contract					
6 When accepted by Owner (Master) or Ship Yard as applicable					
7 Automatically available					

## CHAPTER T INSPECTIONS AND TESTS

### CHAPTER CONTENTS

- T1. PURPOSE
  - T2. INSPECTIONS AND TESTS REGISTER
  - T3. CONDITIONS OF CLASS
- 

#### T1. PURPOSE

##### 100. Scope

101. Inspections and tests of components and equipment of vessels are carried out, as well as a final sea trial, through which the surveyor will confirm the compliance with the Rules.

##### 200. Procedures

201. The requirements for the procedures are included in relevant Titles and Sections.

202. Inspection and test procedures and programmes are to be presented within 72 (seventy two) hours in advance for RBNA's review and approval.

#### T2. INSPECTIONS AND TEST REPORTS.

##### 100. Inspection reports.

101. Each RBNA's intervention generates the relevant Report.

#### T3. CONDITIONS OF CLASS [IACS PR-35]

##### 100. Purpose

101. The purpose of this Subchapter is to set unified procedures for imposing, clearing and controlling Recommendations/Conditions of Class.

##### 200. Application

201. The present requirements are applicable to all vessels at the time of annual, intermediate and renewal class surveys.

202. All surveyors are required to proceed in accordance with this Subchapter when imposing, deleting or postponing class recommendations.

#### 300. Terms and definitions

301. As defined by IACS, PR No. 35, “**Recommendations**” and “**Conditions of Class**” are different terms used by Classification Societies for the same thing, i.e. requirements to the effect that specific measures, repairs, surveys are to be carried out within a specific time limit in order to retain Classification.

#### 400. Procedural requirements for surveyors

401. Recommendations/Conditions of Class shall be imposed for the following:

- a. Repairs and/or renewals related to damages that affect Classification (e.g. grounding, structural damages, machinery damages, wastage over the allowable limits, etc.)
- b. Supplementary survey requirements
- c. Temporary repairs

402. For repairs not completed at the time of survey, a Recommendation/Condition of Class is to be imposed. In order to provide adequate information to the surveyor attending for survey of the repairs, the Recommendation/Condition of Class is to be sufficiently detailed with identification of items to be repaired. For identification of extensive repairs, reference may be given to the survey report.

403. Recommendations/Conditions of Class may require imposing limitations related to navigation and operation that are deemed necessary for continued operation under Classification (e.g. loss of anchor and/or chain, etc.).

404. Recommendations/Conditions of Class shall be given in writing with a time limit for completion to the owner's representatives/Ship's Master, and are to be clearly stated on the Certificate of Class or an attachment to the Certificate of Class and/or class survey status or report.

405. Owners will be notified of these dates and that the vessel's class will be subject to a suspension procedure if the item is not dealt with, or postponed, by the due date. See Subchapter M3.200.

406. Clearance of Recommendations/Conditions of Class shall be supported by a survey report giving details of all associated repairs and/or renewals, or of the supplemental surveys carried out. Repairs carried out shall be reported with identification of:

- a. Compartment and location;
- b. Structural member;
- c. Repair method;
- d. Repair extent;

e. NDT/Tests.

407. Partially dealt with Recommendations/Conditions of Class shall be supported by a survey report giving details of repairs and/or renewals, or of that part of the supplemental surveys carried out and those parts remaining outstanding.

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