

PSC Related Circular

No.PSC **39/2024**

Dated: 21.08.2024

Subject:

Guinea-Bissau

Marine Circular No. 03/2024:

G-B I.S.R. Paris MoU PSC Policy



Marine Circular No. 03/2024: "G-B I.S.R. Paris MoU PSC Policy - Mandatory Pre-Arrival Notification for G-B I.S.R. Vessels Entering Paris MOU Region Ports and submission of Pre-arrival Check List to the G-B I.S.R.

The objective of this G-B I.S.R. Marine Circular is to inform Ship Owners, Managers, Operators, Masters, Officers, Flag State Inspectors, Surveyors, and authorized Recognized Organizations of the International Ships Registry of:

- Guinea-Bissau's **policy concerning pre-arrival notification** for G-B ISR vessels when **entering Paris MoU region ports** and
- the **submission** to G-B ISR (Email: ops@gbi-lb.org) of a **Pre-arrival Check List** (for G-B I.S.R.-registered vessels visiting ports within the Paris MoU region)

All vessels registered with the G-B I.S.R. are subject to **mandatory safety inspections before calling Paris MoU region ports**. To facilitate these inspections, all relevant parties are required to **notify the Flag State Administration** of the vessel's intended departure port before its departure and in any case **no later than 96 hours before departure**.

[Attachments:](#)

[Marine Circular No 03/24](#)

[Pre-arrival checklist for Guinea-Bissau International Ships Registry \(G-B I.S.R.\) flagged vessels](#)



Marine Circular Nr. 03/ 2024, 21/08/2024

Subject: “G-B I.S.R. Paris MoU PSC Policy - Mandatory Pre-Arrival Notification for G-B I.S.R. Vessels Entering Paris MOU Region Ports and Submission of Pre-arrival Check List to the G-B I.S.R. (Operations Department)”

To: All Ship owners / Managers / Operators, DPA's, Masters and Officers of G-B I.S.R. Vessels, Flag State Inspectors / Surveyors, and Authorized Recognized Organizations.

Summary: The objective of this G-B I.S.R. Marine Circular is (a) to inform Ship Owners, Managers, Operators, Masters, Officers, Flag State Inspectors, Surveyors, and authorized Recognized Organizations of the International Ships Registry of Guinea-Bissau's policy concerning pre-arrival notification for G-B ISR vessels when entering Paris MoU region ports and (b) the submission to G-B ISR of a Pre-arrival Check List for G-B I.S.R.-registered vessels visiting ports within the Paris MoU region aiming to safeguard a low detention percentage of vessels calling to these ports that may be subject to Port State Control (PSC) inspections.

1. Applicability

1.1. This Marine Circular applies to all vessels registered with the G-B I.S.R., including passenger vessels and high-speed craft, when calling to ports situated within the Paris MoU Port State Control region.

2. Background on the G-B ISR Paris MoU Policy on PSC

2.1. Inspections undertaken by Port State control officers within the respective MoU regions are becoming more and more stringent and the overall count of deficiencies may be found increasing. Companies must utilize their resources effectively during such inspections and show substantial compliance so that vessels, flags, and class societies do not come under the targeted list.

2.2. Port State Control inspections are carried out as per guidelines of IMO Assembly Resolution A.1190 (30) & ILO guidelines under the Maritime Labour Convention 2006. Companies having registered vessels with the G-B I.S.R are required to understand the importance of maintaining vessels by keeping them manned with a trained crew, well-maintained equipment, and machinery, adequately supplied stores, and complied with MLC regulations to minimize the deficiencies. Master and crew members must be familiar with the above procedures and are confident during inspections. Ship officers having a professional approach and thorough knowledge of onboard equipment can give first good impression during such inspections.

3. Procedural Requirements of the G-B I.S.R for Mandatory Pre-Arrival Notification for Vessels Entering Paris MOU Region Ports

3.1. The International Ships Registry of Guinea-Bissau is committed to eliminating substandard shipping practices within its fleet and enhancing its performance within the Paris MoU on PSC. The policy aims to provide clear guidance to ship owners, managers, operators, masters, officers, Flag State inspectors, surveyors, and Recognized Organizations concerning vessel operations within the Paris MoU region. By

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implementing this policy, the G-B I.S.R. seeks to reduce the incidence of potential vessel detentions and streamline the process of addressing deficiencies.

3.2. To uphold international standards and ensure the quality of Guinea-Bissau-flagged vessels, all vessels registered with the G-B I.S.R. are subject to mandatory safety inspections before calling Paris MoU region ports. To facilitate these inspections, all relevant parties are required to notify the Flag State Administration of the vessel's intended departure port before its departure and in any case no later than 96 hours before departure.

4. Planning the Safety Inspection

4.1. Ship owners, managers, operators, and other parties responsible for the operation of G-B flagged vessels, as well as their agents or representatives, are required to notify the Administration of the vessel's intended departure port before its departure. Upon notification, these parties shall grant Flag State Inspectors unrestricted access to all areas of the ship for a potential safety inspection prior to departure towards Paris MoU ports.

4.2. It is the responsibility of owners and Masters to present their vessels for timely inspection when the required inspection is due by contacting the G-B I.S.R. / Operation Department (E-mail: ops@gbi-lb.org). The competent services of the G-B I.S.R. are to be informed of the vessel's schedule, including the next port of call, estimated time of arrival, and agent information, to allow if deemed necessary for a Flag State Inspector-Surveyor visit before entering any port within the Paris MoU region.

5. Pre-Arrival Notification

5.1. Ship owners, operators, or masters of vessels bound for a Paris MOU region port must provide the following information to the G-B ISR competent Operations Department at least 96 hours before the vessel's expected arrival:

- Vessel name and IMO number;
- Present Port of Call: To facilitate the timely appointment of a Flag State Surveyor-Inspector;
- Destination port within the Paris MoU Region;
- Expected arrival time at the port within the Paris MoU Region;
- Direct contacting information for the ship's master and owner/operator.

6. Paris MOU Pre-Ports Arrival Checklist for G-B I.S.R. Registered Vessels

6.1. In addition to the above to implement additional assessment requirements to safeguard the decrease in the detention numbers of vessels calling Paris MOU ports, a checklist has been developed by this Administration (as annexed to this Circular), to assist ship owners, and operators, technical managers, Designated Persons Ashore (DPA) and vessel Masters to focus on potential weak items that can result in grounds for detention through Port State Control Inspections by the Paris MOU.

6.2. The checklist must be sent ninety-six hours (96hrs) before the vessel arrives at Paris MOU ports, to the G-B I.S.R. Operations Department (E-mail: ops@gbi-lb.org) For sea voyages that last less than 96 hours (96hrs), the checklist must be sent at least twenty-four hours (24hrs) before arrival at the port within the Paris MoU region.



6.3. The use of this checklist is considered compulsory for all vessels registered with the G-B I.S.R. before arrivals at Paris MOU ports and shall be signed by the vessel Master and/or company Designated Person Ashore (DPA). The omission of this requirement may lead to administrative sanctions to the vessel Master, and/or Chief Engineer and/or to the vessel company as well. In extraordinary cases, such as equipment failures or any other situations that cannot be resolved on board the vessel immediately, Ship-Owners, operators, technical managers, DPA, or vessel's Master, shall immediately coordinate the effective corrective actions, together with the vessel-recognized Organization (R.O.) and if applicable under the coordination of the G-B I.S.R. Operations Department.

7. Imposed Administrative Sanctions Resulting from Non-Compliance

7.1. Non-compliance with the aforementioned requirements may result at the discretion of the G-B I.S.R. in the suspension or revocation of the vessel's registration certificates, and/or the imposition of disciplinary measures as deemed necessary by the International Ships Registry of Guinea-Bissau.

8. Effective Date

8.1. The provisions of the current Marine Circular have immediate effect as per the day of issuance.

9. Inquiries

9.1. Any inquiries relating to this Marine Circular may be addressed to the G-B I.S.R. – Operation Department (Email: ops@gbi-lb.org, Tel.: +30 210 4537950, +30 210 4537194).

For the Guinea-Bissau International Ships Registry

Authorized Signatory:

Office of the General Ships Registrar



Attached in Electronic Format

Pre-Ports Arrival Checklist upon entering Paris MoU ports for G-B I.S.R. Registered Vessels (p.4).



G-B INTERNATIONAL

INTERNATIONAL SHIPS REGISTRY OF GUINEA-BISSAU

Pre-arrival checklist for Guinea-Bissau International Ships Registry (G-B I.S.R.) flagged vessels

(MAR CIR 03-2024) .

Vessel Name _____ IMO Number _____
 Previous Port _____ Date of Departure _____
 Port of Arrival _____ Date of Arrival _____
 Inoperative (out of service) equipment if any _____

- | | YES | NO | |
|---|--------------------------|--------------------------|--|
| 1 Has your ship been detained in the last 12 months? | <input type="checkbox"/> | <input type="checkbox"/> | |
| 2 If the answer is yes, have all deficiencies been rectified already? | <input type="checkbox"/> | <input type="checkbox"/> | |
| 3 If the answer is no, please inform us which elements are still pending and if require any authorization letter from G-B. I.S.R. | | | |
| 4 Specify any condition of class, class notation, and/or Conditional Certificate (if any) | | | |

5 Are the following items working and maintained in proper condition per the applicable international regulations

No.	Area	Items to check and verify before port arrival	YES	NO	COMMENTS
1	Document Check	Vessel certificates (on board and duly endorsed, Statement of Compliance for IMO DCS reporting, SEEMP PART II)	<input type="checkbox"/>	<input type="checkbox"/>	
2		Crew certificates (not expired and proper endorsements)	<input type="checkbox"/>	<input type="checkbox"/>	
3		ISM previous deficiencies and non-conformities have duly followed up and closed. Flag State and Company informed	<input type="checkbox"/>	<input type="checkbox"/>	
4		ISM internal and external audits are held as required and reports are available on board	<input type="checkbox"/>	<input type="checkbox"/>	
5		SMS on board addresses cyber risk management	<input type="checkbox"/>	<input type="checkbox"/>	
6		Risk assessment records are available	<input type="checkbox"/>	<input type="checkbox"/>	
7		Personnel onboard meet the requirements of MSMC	<input type="checkbox"/>	<input type="checkbox"/>	
8		Work and rest hours records updated as required	<input type="checkbox"/>	<input type="checkbox"/>	
9		CSO and DPA contact details are available	<input type="checkbox"/>	<input type="checkbox"/>	
10		Continuous Synopsis Record (CSR) updated	<input type="checkbox"/>	<input type="checkbox"/>	
11		Seafarers Employment Agreements (SEA) valid and signed by all interested parties	<input type="checkbox"/>	<input type="checkbox"/>	
12		ISPS Security level set correctly as per Flag State and Port Authorities requirement	<input type="checkbox"/>	<input type="checkbox"/>	

13	Ballast water records are up to date and ballast plan is available	<input type="checkbox"/>	<input type="checkbox"/>	
14	Safety (fire, abandon, enclosed space, etc.) and Security	<input type="checkbox"/>	<input type="checkbox"/>	
15	Manuals (e.g. stability, SOPEP, damage control plan, etc.) available in the latest version	<input type="checkbox"/>	<input type="checkbox"/>	

No.	Area	Items to check and verify before port arrival	YES	NO	COMMENTS
16	Fire protection system check	Log books of firefighting equipment and Lifesaving appliances (LSA) are up to date	<input type="checkbox"/>	<input type="checkbox"/>	
17		Fire detectors, smoke detectors and heat detectors (with no temporary covers), and the crew must be familiarized with the procedures and equipment for test	<input type="checkbox"/>	<input type="checkbox"/>	
18		Fire dampers, Mechanical Ventilations (working and in good condition)	<input type="checkbox"/>	<input type="checkbox"/>	
19		Fixed fire extinguishing system (CO2 system connected and fully operational with no clogged or corroded nozzles)	<input type="checkbox"/>	<input type="checkbox"/>	
20		Fire doors not permanently locked, the self-closing device in good order (gas tight, no worn packing, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
21		Fire extinguishers (Adequate cylinder pressure, also those located in machine room spaces, service certificate valid)	<input type="checkbox"/>	<input type="checkbox"/>	
22		The fire main system in good condition (hoses and isolation valve)	<input type="checkbox"/>	<input type="checkbox"/>	
23		The fire pump and its pipes in good order (Good pressure on deck and remote means of operation working correctly)	<input type="checkbox"/>	<input type="checkbox"/>	
24		Quick closing valves in good order (Remote control devices)	<input type="checkbox"/>	<input type="checkbox"/>	
25		Muster lists and Fire Plans (updated and posted)	<input type="checkbox"/>	<input type="checkbox"/>	
26		All personnel familiar with signals, muster station and duties in case of emergencies	<input type="checkbox"/>	<input type="checkbox"/>	
27		Emergency escapes free of obstructions	<input type="checkbox"/>	<input type="checkbox"/>	
28		Life Saving Appliances check	Operational readiness of lifesaving appliances (engines, davits, and falls ready to use)	<input type="checkbox"/>	<input type="checkbox"/>
29	Rescue boats and lifeboats are in good condition (Lifeboat windows have good visibility, steering, lights, compass, propeller protection, etc.)		<input type="checkbox"/>	<input type="checkbox"/>	
30	Lifejackets and immersion suits are in good condition and available for the total number of crewmembers on board		<input type="checkbox"/>	<input type="checkbox"/>	
31	Inflatable life rafts (hydraulic release unit, embarkation ladder, required lifeboat inventory as required, current service period, no expired equipment, etc.)		<input type="checkbox"/>	<input type="checkbox"/>	
32	Launching and recovery arrangements for survival craft in good condition (NOT Wasted/Holed davit or defective winch brake)		<input type="checkbox"/>	<input type="checkbox"/>	
33	P O	Gangway ladder and moorings (working and arranged properly)	<input type="checkbox"/>	<input type="checkbox"/>	

34	ISPS Access control procedures duly complied	<input type="checkbox"/>	<input type="checkbox"/>	
35	Outside decks (clean and well-illuminated)	<input type="checkbox"/>	<input type="checkbox"/>	
36	Pilot transfer arrangements	<input type="checkbox"/>	<input type="checkbox"/>	
37	The garbage record book is up to date and all areas well maintained	<input type="checkbox"/>	<input type="checkbox"/>	
38	Accommodations are clean, and in order, and no door hooks in place	<input type="checkbox"/>	<input type="checkbox"/>	

No.	Area	Items to check and verify before port arrival	YES	NO	COMMENTS
39	On deck verification	Ventilators, air pipes, casings in good condition	<input type="checkbox"/>	<input type="checkbox"/>	
40		Weather-tight doors are in good condition and close properly	<input type="checkbox"/>	<input type="checkbox"/>	
41		Hatch covers in good condition	<input type="checkbox"/>	<input type="checkbox"/>	
42		Emergency source of power - Emergency Generator (able to start automatically and manually)	<input type="checkbox"/>	<input type="checkbox"/>	
43		Emergency lighting (batteries and switches in good condition)	<input type="checkbox"/>	<input type="checkbox"/>	
44		International shore connection and standard discharge connection in good condition	<input type="checkbox"/>	<input type="checkbox"/>	
45		General lighting in good condition (no burned bulbs)	<input type="checkbox"/>	<input type="checkbox"/>	
46	Bridge check	Nautical Publications (latest editions on board)	<input type="checkbox"/>	<input type="checkbox"/>	
47		Lights, shapes and signals working properly and available	<input type="checkbox"/>	<input type="checkbox"/>	
48		Radio equipment, GMDSS, VHF/DSC, MF/HF, EPIRB, AIS, VDR, Radar Transponder, Echo sounder, Speed log, NAVTEX, MMSI number, etc. in good working order	<input type="checkbox"/>	<input type="checkbox"/>	
49		Voyage data recorder (VDR/S-VDR) and ship security alarm system (SSAS) operational, tested and not showing system errors	<input type="checkbox"/>	<input type="checkbox"/>	
50		LRIT working satisfactorily (conformance test on board)	<input type="checkbox"/>	<input type="checkbox"/>	
51		Nautical charts and ECDIS updated (ECDIS was checked for last ENC updates, PPI cross checked in ECDIS, ECA entries positions cross checked, passage plan, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
52	Deck Logbook (duly updated and accurate, indicating the working language, entries for ECA (changeover), entries for sewage discharge, etc.)	<input type="checkbox"/>	<input type="checkbox"/>		
53	Engine Room check	Oil Record Book (duly updated and accurate)	<input type="checkbox"/>	<input type="checkbox"/>	
54		Steering gear in good order	<input type="checkbox"/>	<input type="checkbox"/>	
55		Air pipes and ventilators in good order	<input type="checkbox"/>	<input type="checkbox"/>	
56		Cleanliness of machinery spaces	<input type="checkbox"/>	<input type="checkbox"/>	
57		Oil water separator / oil filtering equipment (engine crew has to be able to test it). If PSCOs discover unapproved modifications to the oily water separator piping system, criminal prosecution of the vessel and its crew may result.	<input type="checkbox"/>	<input type="checkbox"/>	
58		Jacketed piping system for high pressure fuel lines	<input type="checkbox"/>	<input type="checkbox"/>	
59		Oil Content Meter (engine crew has to be able to test it)	<input type="checkbox"/>	<input type="checkbox"/>	

60	Avoid imprudent amount of bilge water, accumulation of oil, fuel leaks, oil soaked lagging in the engine room space	<input type="checkbox"/>	<input type="checkbox"/>	
61	Alarm system of bilge high level working well	<input type="checkbox"/>	<input type="checkbox"/>	
62	Oil mist detector alarm working well	<input type="checkbox"/>	<input type="checkbox"/>	
63	Sewage treatment plant (operative, blower working well, cleaning agents, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
64	Remotely operated shutoff valves (ROSOV)	<input type="checkbox"/>	<input type="checkbox"/>	

No.	Area	Items to check and verify before port arrival	YES	NO	COMMENTS	
65	Engine Room check	Tankers Only	Inert Gas system operational			
66			Overboard discharge monitoring and control equipment ODME working well	<input type="checkbox"/>	<input type="checkbox"/>	
67			Audio-visual alarms of high and high-high alarms	<input type="checkbox"/>	<input type="checkbox"/>	
68			Fixed gas detection system	<input type="checkbox"/>	<input type="checkbox"/>	
69	MLC	Sanitary facilities working well and clean	<input type="checkbox"/>	<input type="checkbox"/>		
70		Heating, air conditioning and ventilation in good order	<input type="checkbox"/>	<input type="checkbox"/>		
71		Hospital is clean and in order, medical chest is complete	<input type="checkbox"/>	<input type="checkbox"/>		
72		MLC Insurance certificates are valid	<input type="checkbox"/>	<input type="checkbox"/>		
73		Personal protective equipment (PPE)	<input type="checkbox"/>	<input type="checkbox"/>		
74		Stores available for the intended voyage and well kept (temperature and food segregation)	<input type="checkbox"/>	<input type="checkbox"/>		
75		Seafarers Employment Agreements (SEA) comply with collective bargain agreement (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>		

6 This checklist must be sent 96 hours before the arrival to the below contact information. For voyages that last less than 96 hours, said document must be sent at least 24 hours before arrival in port.

The failure to comply or omission of this documental requirement may lead to administrative sanctions for the vessel Master and/or Chief Engineer that may result on suspension and/or revocation of licenses, endorsements and/or certificates. Vessel Company may be sanction in equal proportion.

I certify that I have verified, prior to the port arrival, that all items on this list are as expressed above in good working order, except the ones specifically mentioned otherwise;

Master Signature: _____

Master Name: _____

Date: _____



DPA Signature: _____

DPA Name: _____

Email: _____

24/7 Phone: _____

Date: _____

This Check-list and any inquiries concerning the subject of this Circular or any other request should be directed to:

G-B ISR Operations Department

(tel: +30 210 4537950, +30 210 4537194, E-mail: ops@gbi-lb.org)

Clear Form