

ANNEX 9 - FLAG IN PROCESS – FISHING VESSELS

1.0 Contact Details

1.1 For additional information see MCA Website:- www.dft.gov.uk/mca

REGISTRATION

1.2 In the UK:-

1.2.1 Please contact Debra Baker / Mark Davies / Kathryn Smith / Peter Belby at;

Registry of Shipping & Seamen, Cardiff

Tel. +44 (0)20 3908 5200

e-mail: ukshipregister@mcga.gov.uk

registration forms and information available from

<https://www.gov.uk/guidance/fishing-vessel-classification-registration-and-inspection>

1.2.2 On receipt of all required documentation, Registry will issue Carving Note to be signed by MCA or Class when the Official Number and Port of Registry have been marked on the ship. The Carving note should be faxed to Registry with the original forwarded by post. The Registration document can then be similarly returned.

1.3 In the FALKLAND ISLANDS:-

Please contact – Registrar FI

Tel. 500 27340

Fax 500 27342

e-mail: admin@customs.gov.fk

1.4 In ST HELENA:-

Please contact – Registrar of Shipping

Tel. 290 2477

Fax 290 2598

e-mail: karen.yon@sainthelena.gov.sh

2.0 Other Certification

2.1 In order to make an initial assessment of the vessel/s please fax as soon as possible the following certification including last survey endorsements:

- Fishing Vessel Safety Certificate (UK or International);
- IOPP;
- Registry; and
- Certificate of Class.

2.2 Please complete form MSF 5100 from:

<https://www.gov.uk/guidance/fishing-vessel-classification-registration-and-inspection#fishing-vessel-inspection-and-survey-requirements-and-procedures>

and send together with cheque for £5000 to MCA **Beverley or Swansea** or Bank Transfer payable to

Maritime & Coastguard Agency
Lloyds TSB Bank Plc,
City Office,
Corporate & Institutional,
PO Box 72
Bailey Drive,
Gillingham Business Park,
Kent,
ME8 0LS

Sort Code 30-00-02 A/c # 0186576

3.0 Ship Radio Licence and MMSI Number

Owners/skippers should contact

<http://licensing.ofcom.org.uk/radiocommunication-licences/ships-radio/>

The contact details of the licencing team are:

Spectrum Licensing
Riverside House
2a Southwark Bridge Road
London
SE1 9HA

Spectrum Licensing

Tel: 020 7981 3131 or 0300 123 1000

Fax: 020 7981 3235

Textphone: 020 7981 3043 or 0300 123 2024 - Please note that these numbers only work with special equipment used by people who are deaf or hard of hearing.

E-mail: spectrum.licensing@ofcom.org.uk

4.0 EPIRB Re-programming

4.1 Beacons that operate within the 406 MHz band must be registered with the MCA. The completed form or any registration queries shall be sent to:

The UK Beacon Registry
The Maritime and Coastguard Agency
MRCC Falmouth
Castle Drive
Pendennis Point
Falmouth
Cornwall TR11 4WZ

Tel: 020 3817 2006

Fax: 01326 319264

Email: UKBeacons@mcga.gov.uk

Online registration: www.gov.uk/406beacon

Office hours: Mon – Thurs: 08:45 – 16:45 Fri: 08:45 – 16:15

Outside office hours or in the case of an alert:

Falmouth Coastguard Operations room: Tel: 01326 317575

The beacon supplier or the EPIRB Registry will help you complete the card correctly if you need assistance.

Further details on EPIRB and PLB Registration are contained in MSN 1816 (M&F) Mandatory Registration of Emergency Position Indicating Radio Beacons (EPIRBs), or any superseding document.

4.2 For COSPAS-SARSAT 406MHz UK serial number or UK MMSI should be used

4.3 For INMARSAT 1.6GHz EPIRBs INMARSAT London should be contacted at-

Inmarsat Ltd
Customer Activation Group
99 City Road
London EC1 1AX

Registration by fax only

Fax +44 20 78728 1142 or +44 20 7528 0898

Telephone inquiries

Tel +44 20 7728 1777 or +44 20 7728 1372

5.0 Radio Surveys

Application for a survey should be made directly by the owner to the Authorised Person and not through class. A list of Authorised Persons is available at:

http://www.dft.gov.uk/mca/mcga07-home/shipsandcargoes/mcga-shipsurveysandinspecs/dops_surv_radio_surveys-auth-pers.htm

6.0 The Marine Office will issue following certificates:

- Fishing Vessel Safety Certificate (UK or International)
- IOPP Certificate (over 400GT) – may be delegated to class
- IAPP Certificate
- International Sewage Certificate
- Anti Fouling System Certificate
- ILO188 Certificate

7.0 Copies of Plans etc

7.1 Please send to MCA BEVERLEY / PLYMOUTH/ ABERDEEN copies of the following:-

- General Arrangement;
- Fire & Safety Plan;
- Three copies of SOPEP Manual (in English), including bilge pumping arrangement; and
- Existing stability book. A stability test is required for flag-in and this will be witnessed by MCA but conducted by your consultant. Three copies of the Stability Book (in English) must be submitted for approval. (Each of the copies will be stamped approved and two returned). Also Lines plan and tank capacity plan.

7.2 Vessels are expected to be classed with a recognised society. However, it may be possible to accept an unclassified vessel upon individual application for special consideration by MCA HQ. In such cases an additional list of drawings will be required to consider equivalence to class standards. Also additional surveys may be anticipated.

7.3 Ships flagging-in are treated as NEW vessels, as far as is reasonable & practicable.

8.0 Documents To Be Carried On Board

8.1 The documents to be carried on board are:

- Crew Training manual – ref Torremolinos VIII/3(4);
- Risk Assessment manual – ref MGN 587;
- Lifting appliances maintenance manual – ref MIN 83 (as attached);
and
- Garbage Plan – ref MSN 1807.
- Crew Agreements – MGN 583
- a UK Fishing Vessel certificate (UKFVC) - for vessels 15-24 metres in length
- an International Fishing Vessel certificate (IFVC) - for vessels 24 metres or longer
- an Oil Pollution Prevention certificate
- an Air Pollution certificate - for vessels of 400 gross tonnes (gt) or more
- a Sewage Pollution certificate - for vessels of 400 gt or more, or carrying up to 15 persons, and on international voyages
- an Anti-fouling declaration - for vessels of less than 24 metres in length and less than 400 gt
- an Anti-fouling certificate - for vessels of 400 gt or more
- a Certificate of Registry
- International Tonnage certificate - for vessels of 400 gt or more
- ILO188 Certificate

8.2 **MCA BEVERLEY / PLYMOUTH/ ABERDEEN** will mail the following documents to you: -

- Crew agreement in approved format see
; and
- Official Log Book.

8.3 You need to purchase copies of the following from a chandler or The Stationery Office (TSO - web site at www.thestationaryoffice.com): -

- GMDSS Log Book (TSO)
- Oil Record Book Pt 1 (TSO)
- Garbage Record Book (TSO)
- Current fishing vessel ('F' or 'M+F') M Notices (back issues from TSO, subscription for new ones from EC Group)

EC Group contactable at
PO Box 362
Europa Park
Grays
Essex

RM17 9AY

Tel +44 (0) 1375 484 548

E mail mca@ecgroup.co.uk

8.4 We recommend that you also obtain a copy of the MCA's Code of Safe Working Practices for Merchant Seamen

8.5 UK legislation can be downloaded from <http://www.legislation.gov.uk/>

9.0 Manning

9.1 Certificates of Equivalent Competency

9.1.1 The CEC procedure is explained in MSN 1825.

9.1.2 Please send application forms and documents direct to MCA HQ Seafarers Standards Branch. Fee for each application is set out in The Merchant Shipping (Fees) Regulations 2018 or any superseding Regulations please send Seafarers Standards a cheque payable to Maritime and Coastguard Agency to cover issue of certificates.

9.1.3 Attested documents (Notarised by Notary or issuing Administration) may be submitted in place of originals.

9.1.4 Documents to be submitted:-

- Application form MSF 4203 (one for each applicant – available from http://mld.mcga.gov.uk/msf_4203_0408.pdf)
- Certificate of Competency (all pages)
- Passport or Discharge Book
- Evidence of competency in English for at least one officer onboard.
- UKLAP for master - temporary CeC may be issued without UKLAP but UKLAP Grade 1 must be obtained within 6 months
- Chief Engineer, Chief Mate & 2nd Engineer to be familiar with UKLAP Grade 2 – Company responsibility.
- Fee
- Photographs

9.2 Navigation And Engine Room Watch Rating Certificates

Any Administration's Certificates are acceptable in UK ships.

9.3 Discharge Books

9.3.1 Although UK legislation requires seafarers to hold UK or Commonwealth Discharge Books, Discharge Books from other states will be accepted provided:-

- The book is set out in English Language
- It contains information similar to particulars required by UK Discharge Book
- The State is agreeable to service in UK ships being recorded in the discharge Book or similar document issued by them.

9.3.2 This policy is under review pending international review of maritime security.

Send CEC applications direct to:-
Maritime & Coastguard Agency
Seafarers Standards Branch
Bay 2/11
Spring Place
105 Commercial Road
Southampton
SO15 1EG
Fax +44 2380 329 321

