

GOVERNMENT OF PAKISTAN
MINISTRY OF MARITIME AFFAIRS
DIRECTORATE GENERAL OF PORTS AND SHIPPING

GUIDANCE ON PORT STATE CONTROL INSPECTIONS

PSC Guidance Circular No. 004/2025 — Revision 1

Structurally and substantively harmonized with
IMO Resolution A.1206(34) — Procedures for Port State Control, 2025
(adopted 3 December 2025; revokes resolution A.1185(33))

This Circular replaces DGPS Circular SG 04/2020 – Mandatory Guidelines and Procedures for Flag State Surveyors / Port State Control Officers, and supersedes PSC Guidance Circular 004/2025 (original issue).

Issued by	Principal Officer, Mercantile Marine Department, Karachi
Written and approved	Chief Engineer and Ship Surveyor
Legal basis	Pakistan Merchant Shipping Ordinance, 2001 (PMSO 2001), sections 393 and 394; UNCLOS articles 25 and 219; control provisions of the applicable IMO instruments
IMO reference	Resolution A.1206(34), Procedures for Port State Control, 2025
Application	All Port State Control inspections of foreign ships carried out in ports and offshore terminals under the jurisdiction of Pakistan
Status	Mandatory for all PSCOs authorized by the Principal Officer, MMD

RECORD OF AMENDMENT — REVISION 1

This Revision brings the Circular into full conformity with IMO Resolution A.1206(34). The following amendments have been made. The correspondence table at [Appendix 20](#) maps every section of this Circular to the corresponding provision of the Resolution and is to be used as the primary compliance reference during IMO Member State Audit (IMSAS).

Item	Amendment	A.1206(34) reference
1	New <u>Section 3 (Definitions)</u> inserted	Paragraph 1.7
2	New <u>Section 5 (General procedural guidelines for PSCOs)</u> inserted, including undue delay and compensation, accidental damage, confidentiality of complaints, right of appeal and the requirement for PSCOs to carry an extract of the general procedural guidelines	Paragraphs 2.1.4 and 2.3.1 to 2.3.13
3	<u>Initial inspection</u> provisions expanded to cover electronic certificates and verification of outstanding deficiencies from the previous inspection	Paragraphs 2.2.3 and 2.2.4
4	<u>Clear grounds</u> list aligned with the Resolution, including false distress alerts not followed by proper cancellation	Paragraph 2.4.2
5	<u>Section 8 (Detainable deficiencies)</u> rewritten. Principles of detention, timing and re-inspection criteria and the eleven-point capability assessment inserted. The IBC, IGC, MARPOL Annex VI, STCW and AFS lists replaced with the text of Appendix 2 of the Resolution	Appendix 2, sections 1 to 5
6	BWM, IMSBC and HSC material removed from the detainable deficiency list and relocated to Appendix 19 as national inspection guidance, since Appendix 2 of the Resolution establishes no detention criteria under those instruments	Appendix 2, section 5
7	New <u>Section 10 (Suspension of inspection)</u> inserted	Paragraph 3.6
8	<u>Reporting requirements</u> corrected. The 24-hour GISIS deadline and the requirement to report non-detainable deficiencies to IMO, neither of which appears in the Resolution, have been removed or re-based as national requirements	Chapter 4
9	<u>Evaluation of performance</u> re-based on the III Code and identified as a national performance measure; internal inconsistencies in the flag performance matrix corrected	Resolution A.1070(28), III Code, part 3
10	Code of Good Practice for PSCOs (MSC-MEPC.4/Circ.2) reproduced at Appendix 1	Appendix 1

Item	Amendment	A.1206(34) reference
11	<u>Form A</u> amended to include contact information of the financial security provider; <u>Form B</u> amended to include the ISM-related column	Appendix 13
12	<u>List of certificates and documents</u> completed: EEXI Technical File and Onboard Management Manual for ShaPoLi/EPL added; VOC Management Plan correction; "for reference" list added	Appendix 12
13	New Appendices <u>16</u> and <u>17</u> (MARPOL Annex VI and anti-fouling systems) inserted	Appendices 18 and 19
14	Appendix numbering, departmental address and statutory citations made consistent throughout	—

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1. PREAMBLE

1.1 The United Nations Convention on the Law of the Sea (UNCLOS, articles 25 and 219) allows States to take the steps necessary to prevent any breach of the conditions to which a call at their ports may be subject, and permits sovereign States to take appropriate steps to prevent unseaworthy vessels from sailing from their ports.

1.2 Foreign ships calling at Pakistani ports are inspected by Port State Control Officers (PSCOs) to verify that the condition of the ship and its equipment complies with the requirements of international regulations, and that the ship is manned and operated in compliance with the applicable instruments, in order to ensure maritime safety and security and to prevent pollution of the marine environment.

1.3 The fundamental objective of Port State Control is to eliminate substandard ships from trade in the interest of safer ships and cleaner oceans. Any ship found to be substandard may be detained until the deficiencies are rectified, as provided for by the applicable IMO conventions and by the Pakistan Merchant Shipping Ordinance, 2001 (PMSO 2001).

1.4 This Circular is intended to provide basic guidance on the conduct of Port State Control inspections in support of the control provisions of the relevant conventions and of the IMO Instruments Implementation Code (III Code, resolution A.1070(28)), and to afford consistency in the conduct of inspections, in the recognition of deficiencies of a ship, its equipment or its crew, and in the application of control procedures.

1.5 The procedures set out in this Circular are complementary to the national measures taken by flag State Administrations. Nothing in this Circular relieves a PSCO of the obligation to comply with the specific requirements of the applicable conventions, of Resolution A.1206(34) and of national law.

2. PROVISION FOR PORT STATE CONTROL

2.1 Applicable instruments

SOLAS 1974 regulations I/19, IX/6.2, XI-1/4 and XI-2/9, as modified by SOLAS PROT 1988; article 21 of LL 1966, as modified by LL PROT 1988; articles 5 and 6, regulation 11 of Annex I, regulation 16.9 of Annex II, regulation 9 of Annex III, regulation 14 of Annex IV, regulation 9 of Annex V and regulation 10 of Annex VI of MARPOL; article X of STCW 1978; article 12 of TONNAGE 1969; article 11 of AFS 2001; and article 9 of BWM 2004 provide for the control procedures to be followed by a Party to a relevant convention with regard to foreign ships visiting its ports. The Mercantile Marine Department shall make effective use of these provisions for the purpose of identifying deficiencies which may render a ship substandard, and of ensuring that remedial measures are taken.

These Procedures apply to ships falling under the provisions of SOLAS 1974 and SOLAS PROT 1988; LL 1966 and LL PROT 1988; MARPOL; STCW 1978; TONNAGE 1969; AFS 2001; COLREG 1972; CLC 1969 and CLC PROT 1992; BUNKERS 2001; BWM 2004; and the Nairobi WRC 2007, in each case to the extent that Pakistan is a Party to the instrument concerned.

2.2 No more favourable treatment

Article I(3) of SOLAS PROT 1988, article I(3) of LL PROT 1988, article 5(4) of MARPOL, article X(5) of STCW 1978, article 3(3) of AFS 2001 and article 3(3) of BWM 2004 provide that no more favourable treatment is to be given to the ships of countries which are not Party to the relevant convention. These Procedures shall, as a matter of principle, be applied to ships of non-Parties in order to ensure that equivalent surveys and inspections are conducted and that an equivalent level of safety and protection of the marine environment is ensured.

2.3 Ships of non-Parties

As ships of non-Parties are not provided with SOLAS, Load Lines, MARPOL, AFS or BWM certificates, as applicable, or the crew members may not hold STCW certificates, the PSCO, taking into account the principles established in these Procedures, shall be satisfied that the ship and crew do not present a danger to those on board or an unreasonable threat of harm to the marine environment.

If the ship or crew has some form of certification other than that required by a convention, the PSCO may take the form and content of that documentation into account in the evaluation of the ship. The conditions of and on such a ship and its equipment, the certification of the crew and the flag State's minimum manning standard shall be compatible with the aims of the provisions of the conventions; otherwise the ship shall be subject to such restrictions as are necessary to obtain a comparable level of safety and protection of the marine environment.

2.4 Ships below convention size

In the exercise of their functions, PSCOs shall be guided by any certificates and other documents issued by or on behalf of the flag State Administration and shall limit the scope of the inspection to verification of compliance with those certificates and documents.

To the extent that a relevant instrument is not applicable to a ship below convention size, the PSCO's task shall be to assess whether the ship is of an acceptable standard in regard to safety and the environment, taking due account of the length and nature of the intended voyage or service, the size and type of the ship, the equipment provided and the nature of the cargo.

3. DEFINITIONS

For the purposes of this Circular, the definitions in paragraph 1.7 of Resolution A.1206(34) apply.

Term	Definition
Bulk carrier	While noting the definitions in SOLAS 1974 regulations IX/1.6 and XII/1.1 and resolution MSC.277(85), for the purposes of Port State Control PSCOs shall be guided by the ship type indicated in the ship's certificates, and shall recognize that a ship not designated as a bulk carrier on its certificates may nevertheless carry certain bulk cargoes as provided for in those instruments.
Clear grounds	Evidence that the ship, its equipment or its crew do not correspond substantially with the requirements of the relevant conventions, or that the master or crew members are not familiar with essential shipboard procedures relating to the safety of ships or the prevention of pollution. Examples are given in section 7.3.
Deficiency	A condition found not to be in compliance with the requirements of the relevant convention.
Detention	Intervention action taken by the port State when the condition of the ship or its crew does not correspond substantially with the relevant conventions, to ensure that the ship will not sail until it can proceed to sea without presenting a danger to the ship or persons on board, or an unreasonable threat of harm to the marine environment, whether or not such action will affect the normal schedule of the departure of the ship.
Initial inspection	A visit on board a ship to check the validity of the relevant certificates and other documents and the overall condition of the ship, its equipment and its crew.
More detailed inspection	An inspection conducted when there are clear grounds.
Nearest appropriate and available repair yard	A port where follow-up action can be taken, and which is in, or closest to, the port of detention or the port to which the ship is authorized to proceed, taking into account the cargo on board.
Port State Control Officer (PSCO)	A person duly authorized by the competent authority of a Party to a relevant convention to carry out Port State Control inspections, and responsible exclusively to that Party. In Pakistan, a PSCO is a person duly authorized in writing by the Principal Officer, Mercantile Marine Department.

Term	Definition
Recognized organization (RO)	An organization which meets the relevant conditions set forth in the RO Code (MSC.349(92) and MEPC.237(65)) and has been assessed and authorized by the flag State Administration in accordance with the RO Code to provide statutory services and certification to ships entitled to fly its flag.
Stoppage of an operation	Formal prohibition against a ship to continue an operation due to an identified deficiency or deficiencies which, singly or together, render the continuation of that operation hazardous.
Substandard ship	A ship whose hull, machinery, equipment or operational safety is substantially below the standards required by the relevant convention, or whose crew is not in conformity with the safe manning document.
Valid certificate	A certificate that has been issued, electronically or on paper, directly by a Party to a relevant convention or on its behalf by an RO, which contains accurate and effective dates, meets the provisions of the relevant convention, and to which the particulars of the ship, its crew and its equipment correspond.

4. PROFESSIONAL PROFILE AND QUALIFICATIONS OF PSCOs

4.1 Professional profile

- Port State Control shall be carried out only by qualified PSCOs who fulfil the qualification and training requirements specified in section 4.3.
- Where the required professional expertise cannot be provided by the PSCO, the PSCO may be assisted by any person with the required expertise, as acceptable to the Principal Officer, MMD.
- PSCOs and persons assisting them shall be free from any commercial, financial and other pressures and shall have no commercial interest in the port of inspection, the ships inspected, ship repair facilities or any support services in the port or elsewhere.
- PSCOs shall not be employed by, nor undertake work on behalf of, recognized organizations or classification societies.
- A PSCO shall carry a personal document in the form of an identity card issued by the Principal Officer, MMD, indicating that the PSCO is authorized to carry out the control.
- PSCOs shall observe the Code of Good Practice for Port State Control Officers (MSC-MEPC.4/Circ.2) reproduced at Appendix 1, and shall use professional judgement in carrying out all duties, consulting others as deemed appropriate.

4.2 Training requirements

- A PSCO shall be an experienced officer qualified as a flag State surveyor.
- A PSCO shall be able to communicate in English with the key crew.
- Training shall be provided to PSCOs to give the necessary knowledge of the provisions of the relevant conventions which are relevant to the conduct of Port State Control, taking into account the latest IMO model courses for Port State Control.
- In specifying the qualification and training requirements for PSCOs, the Directorate General of Ports and Shipping shall take into account which of the internationally agreed instruments are relevant for control by the port State and the variety of types of ships which may enter Pakistani ports.

4.3 Qualification requirements

PSCOs carrying out inspections of operational requirements shall:

- .1 be qualified as a master or chief engineer and have appropriate seagoing experience; or

- .2 hold qualifications from an institution recognized by the Administration in a maritime-related field and have specialized training to ensure adequate competence and skill; or
- .3 be a qualified officer of the Administration with an equivalent level of experience and training for performing inspections of the relevant operational requirements.

Periodic seminars for PSCOs shall be held by the Directorate General of Ports and Shipping in order to update their knowledge with respect to the instruments related to Port State Control.

5. GENERAL PROCEDURAL GUIDELINES FOR PSCOs

PSCOs shall carry an extract of this Section 5 for ready reference when carrying out any Port State Control inspection (A.1206(34), paragraph 2.3.12). PSCOs shall also be familiar with the detailed guidance given in the Appendices to this Circular.

5.1 Inspections may be undertaken on the initiative of the Department; at the request of, or on the basis of information regarding a ship provided by, another Party; or on the basis of information regarding a ship provided by a member of the crew, a professional body, an association, a trade union or any other individual with an interest in the safety of the ship, its crew and passengers, or the protection of the marine environment.

5.2 Foreign ships are subject to Port State Control, including boarding, inspection, remedial action and possible detention, only by officers duly authorized by the port State. The authorization of a PSCO may be a general grant of authority or may be specific on a case-by-case basis.

5.3 When boarding a ship, the PSCO shall present to the master, or to the representative of the owner if requested to do so, the PSCO identity card. That card shall be accepted as documented evidence that the PSCO is duly authorized to carry out Port State Control inspections.

5.4 If the PSCO has clear grounds for carrying out a more detailed inspection, the master shall be immediately informed of those grounds and advised that, if so desired, the master may contact the flag State Administration or, as appropriate, the recognized organization responsible for issuing the certificate, and invite their presence on board.

5.5 Where an inspection is initiated on the basis of a report or complaint, and in particular where the complaint is made by a crew member, the source of the information shall not be disclosed.

5.6 All possible efforts shall be made to avoid a ship being unduly detained or delayed. It shall be borne in mind that the main purpose of Port State Control is to prevent a substandard ship from proceeding to sea. **If a ship is unduly detained or delayed, it is entitled to compensation for any loss or damage suffered.**

5.7 The PSCO shall exercise professional judgement in determining whether to detain a ship until the deficiencies are corrected, or to allow it to sail with certain deficiencies, having regard to the particular circumstances of the intended voyage.

5.8 It shall be recognized that all equipment is subject to failure and that spares or replacement parts may not be readily available. In such cases undue delay shall not be caused if, in the opinion of the PSCO, safe alternative arrangements have been made.

5.9 Where the grounds for detention are the result of accidental damage suffered by a ship, no detention order shall be issued, provided that:

- .1 due account has been given to the convention requirements regarding notification to the flag State Administration, the nominated surveyor or the RO responsible for issuing the relevant certificate;
- .2 prior to entering the port, the master or company has submitted to the Mercantile Marine Department details of the circumstances of the accident and of the damage suffered, and information about the required notification of the flag State Administration;
- .3 appropriate remedial action, to the satisfaction of the Principal Officer, MMD, is being taken by the ship; and

- .4 the Principal Officer, MMD, has ensured, having been notified of the completion of the remedial action, that deficiencies which were clearly hazardous to safety, health or the environment have been rectified.

5.10 Since detention of a ship is a serious matter involving many issues, it may be in the best interest of the PSCO to act together with other interested parties. The PSCO may request the owner's representatives to provide proposals for correcting the situation, and shall consider cooperating with the flag State Administration's representatives or with the RO responsible for issuing the relevant certificates.

5.11 Detention reports to the flag State shall be in sufficient detail to permit an assessment of the severity of the deficiencies giving rise to the detention.

5.12 The company or its representative has a right of appeal against a detention imposed by the Mercantile Marine Department, in accordance with section 394 of PMSO 2001. An appeal shall not cause the detention to be suspended. The PSCO shall properly inform the master of the right of appeal and of the relevant procedure.

5.13 Any disagreement over the conduct or findings of an inspection shall be dealt with calmly and patiently. Where the disagreement cannot be resolved within a reasonable time, the PSCO shall advise the master of the complaints procedure in place.

6. SELECTION OF SHIPS FOR INSPECTION

Resolution A.1206(34) does not prescribe ship selection or targeting criteria. This Section is a national provision adopted by the Mercantile Marine Department and is applied without prejudice to the right of the Department to inspect any foreign ship falling within the scope of the applicable instruments.

6.1 In selecting ships for inspection, the Mercantile Marine Department shall give priority to:

- ships visiting a port of Pakistan for the first time or after an absence of 12 months or more;
- ships which have been permitted to leave a port of Pakistan on condition that deficiencies noted be rectified within a specified period, upon expiry of that period;
- ships reported by pilots or port authorities as having deficiencies which may prejudice their safe navigation;
- ships whose statutory certificates on construction and equipment have not been issued in accordance with the relevant instruments;
- ships carrying dangerous or polluting goods which have failed to report all relevant information to the Department;
- ships which have been suspended from class for safety reasons during the preceding six months; and
- ships in respect of which a report or complaint has been received under paragraph 5.1.

6.2 Inspection of ships which have been inspected within the previous six months may be avoided unless there are clear grounds for inspection. This paragraph does not apply to the ships listed in paragraph 6.1, which may be inspected whenever the Principal Officer, MMD, deems it appropriate.

7. CONDUCT OF INSPECTIONS

7.1 Authorization and general conduct

7.1.1 Inspections shall be carried out only by a person duly authorized by the Principal Officer, Mercantile Marine Department (PO MMD).

7.1.2 PSCOs carrying out Port State Control shall have no personal or commercial interest in the port of inspection or in the ships inspected, nor shall they be employed to undertake work on behalf of non-governmental organizations which issue statutory and classification certificates or which carry out the surveys necessary for the issue of those certificates.

7.1.3 On completion of an inspection, the master shall be provided by the PSCO with a legible and comprehensible report in the form of Form A (Appendix 3) and, where deficiencies are found, Form B (Appendix 4), before the PSCO leaves the ship.

7.2 Initial inspection

7.2.1 Before boarding, the PSCO should gain, from the ship's appearance in the water, an impression of its standard of maintenance from such items as the condition of paintwork, corrosion, pitting or unrepaired damage.

7.2.2 At the earliest possible opportunity, the PSCO shall ascertain the type of ship, year of build and size of the ship for the purpose of determining which provisions of the conventions are applicable.

7.2.3 On boarding and introduction to the master or the responsible ship's officer, the PSCO shall examine the ship's relevant certificates and documents required by the relevant conventions, as listed in Appendix 2, Part A. PSCOs shall note the following:

- .1 certificates may be in hard copy or in electronic form;
- .2 where the ship relies upon electronic certificates: the certificates and the website used to access them should conform with the Guidelines for the use of electronic certificates (FAL.5/Circ.39/Rev.2 and Corr.1); specific verification instructions are to be available on the ship; and viewing such certificates on a computer is considered as meeting the requirement that certificates be carried on board;
- .3 when examining International Tonnage Certificates, the PSCO shall be guided by Appendix 14; and
- .4 when examining certificates or documentary evidence of seafarers issued in accordance with STCW 1978, the PSCO shall be guided by Appendix 15; the list of certificates or documentary evidence required under STCW 1978 is also found in table B-I/2 of the STCW Code.

7.2.4 After the certificate and document check, the PSCO shall check the overall condition of the ship, including its equipment, navigational bridge, forecastle, cargo holds and areas, engine-room and pilot transfer arrangements, and **shall verify that any outstanding deficiency from the previous PSC inspection has been rectified.**

7.2.5 If the certificates required by the relevant conventions are valid and the PSCO's general impression and visual observations on board confirm a good standard of maintenance, the PSCO should generally confine the inspection to reported or observed deficiencies, if any.

7.2.6 In pursuance of control procedures under SOLAS 1974 chapter IX in relation to the ISM Code, the PSCO shall utilize the guidance in Appendix 12.

7.3 Clear grounds

7.3.1 Where a ship is required to hold a convention certificate, the inspection shall be limited to verifying that valid certificates and other relevant documentation are on board and to the PSCO forming an impression of the overall condition of the ship, its equipment and its crew, unless there are clear grounds for believing that the condition of the ship or its equipment does not correspond substantially with the particulars of the certificates.

7.3.2 Clear grounds to conduct a more detailed inspection include, but are not limited to:

- .1 the absence of principal equipment or arrangements required by the relevant conventions;
- .2 evidence from a review of the ship's certificates that a certificate or certificates are invalid;
- .3 evidence that certificates and documents required by the relevant conventions and listed in Appendix 2, Part A, are not on board, are incomplete, are not maintained or are falsely maintained;
- .4 evidence from the PSCO's general impressions and observations that serious hull or structural deterioration or deficiencies exist that may place at risk the structural, watertight or weathertight integrity of the ship;
- .5 evidence from the PSCO's general impressions or observations that serious deficiencies exist in the safety, pollution prevention or navigational equipment;
- .6 information or evidence that the master or crew are not familiar with essential shipboard operations relating to the safety of ships or the prevention of pollution, or that such operations have not been carried out;
- .7 indications that key crew members may not be able to communicate with each other or with other persons on board;
- .8 the emission of false distress alerts not followed by proper cancellation procedures; and

- .9 receipt of a report or complaint containing information that a ship appears to be substandard.

7.3.3 For the purposes of control of compliance with on-board operational requirements, clear grounds also include the circumstances set out in STCW 1978 regulation I/4, paragraph 1.3, namely that the ship has been involved in a collision, grounding or stranding; that there has been an illegal discharge of substances from the ship; that the ship has been manoeuvred in an erratic or unsafe manner; or that the ship is being operated in such a manner as to pose a danger to persons, property or the environment, or a compromise to security.

7.4 More detailed inspection

7.4.1 If the ship does not carry valid certificates, or if the PSCO has clear grounds for believing that the condition of the ship or its equipment does not correspond substantially with the particulars of the certificates, or that the master or crew are not familiar with essential shipboard procedures, a more detailed inspection shall be carried out, utilizing the relevant Appendices to this Circular. Support during the more detailed inspection may be found in the documents listed in Appendix 2, Part B.

7.4.2 It is not envisaged that all of the equipment and procedures referred to in this Circular would be checked during a single Port State Control inspection, unless the condition of the ship or the familiarity of the master or crew with essential shipboard procedures necessitates such a detailed inspection. These procedures are not intended to impose the seafarer certification programme of Pakistan on a ship entitled to fly the flag of another Party to STCW 1978, nor to impose control procedures on foreign ships in excess of those imposed on ships of Pakistan.

7.5 Identification of a substandard ship

7.5.1 In general, a ship is regarded as substandard if the hull, machinery, equipment or operational safety and the protection of the environment are substantially below the standards required by the relevant conventions, or if the crew is not in conformity with the safe manning document, owing to, inter alia:

- .1 the absence of principal equipment or arrangements required by the conventions;
- .2 non-compliance of equipment or arrangements with the relevant specifications of the conventions;
- .3 substantial deterioration of the ship or its equipment;
- .4 insufficiency of operational proficiency, or unfamiliarity with essential operational procedures by the crew; and
- .5 insufficiency of manning or insufficiency of certification of seafarers.

7.5.2 If these evident factors, as a whole or individually, pose a danger to the ship or persons on board, or present an unreasonable threat of harm to the marine environment if the ship were allowed to proceed to sea, the ship shall be regarded as substandard. The PSCO shall also take into account the guidance in Section 8.

7.5.3 Where a PSCO determines that a ship can be regarded as substandard, the Department shall immediately ensure that corrective action is taken to safeguard the safety of the ship, passengers and crew, and to eliminate any threat of harm to the marine environment, before permitting the ship to sail.

7.6 Submission of information concerning deficiencies

7.6.1 Information that a ship appears to be substandard may be submitted to the Mercantile Marine Department by a member of the crew, a professional body, an association, a trade union or any other individual with an interest in the safety of the ship, its crew and passengers, or the protection of the marine environment. Such information should be submitted in writing to permit proper documentation of the case. Where information is passed verbally, a written report shall be required. The attending PSCO may collect the information and submit it as part of the PSCO's report if the originator is unable to do so.

7.6.2 On receipt of information about an alleged substandard ship or alleged pollution risk, the Department shall immediately investigate the matter and take the action required by the circumstances. Where the information could give rise to detention, the Department shall forthwith notify any maritime, consular or diplomatic representative of the flag State in the area and request them to initiate or cooperate with the investigation. The RO which issued the relevant certificates on behalf of the flag State shall likewise be notified, where appropriate.

7.6.3 If the Department is unable to take action because there is insufficient time or no PSCO can be made available before the ship sails, the information shall be passed to the authorities of the country of the next appropriate port of call, to the flag State and to the RO, where appropriate.

7.7 See Appendices 11 to 19 for guidance on specific inspection activities.

8. DETAINABLE DEFICIENCIES

8.1 Principles governing rectification of deficiencies or detention of a ship

8.1.1 In taking a decision concerning the rectification of a deficiency or the detention of a ship, the PSCO shall take into consideration the results of the more detailed inspection carried out in accordance with section 7.4 and the guidance contained in this Section.

8.1.2 The PSCO shall exercise professional judgement in determining whether to detain the ship until the deficiencies are rectified, or to allow the ship to sail with certain deficiencies without unreasonable danger to safety, health or the environment, having also considered the particular circumstances of the intended voyage.

8.2 Detention related to minimum safe manning and STCW certification

Before detaining a ship for the reason that it is not operating at the appropriate established minimum safe manning and STCW certification, the following shall be considered, giving due regard to the points listed under areas under STCW 1978:

- .1 length and nature of the intended voyage or service;
- .2 whether or not the deficiency poses a danger to ships, persons on board or the environment;
- .3 whether or not appropriate hours of rest for the crew have been recorded and there is evidence that the minimum hours of rest have repeatedly not been kept;
- .4 the ship's size and type and the equipment provided; and
- .5 the nature of the cargo.

8.3 Procedures for the detention of ships of all sizes

8.3.1 When exercising professional judgement as to whether or not a ship should be detained, the PSCO shall apply the following criteria:

- .1 **timing:** ships which are unsafe to proceed to sea shall be detained upon the first inspection, irrespective of the time the ship will stay in port; and
- .2 **re-inspection criterion:** the ship shall be detained if the deficiencies on the ship are sufficiently serious to merit a PSCO returning to the ship to be satisfied that they have been rectified before the ship sails.

8.3.2 The need for the PSCO to return to the ship classifies the seriousness of the deficiencies.

8.3.3 When deciding whether the deficiencies found in a ship are sufficiently serious to merit detention, the PSCO shall assess whether the ship has relevant, valid documentation, and whether the ship has the crew required in the minimum safe manning document or equivalent.

8.3.4 During the inspection, the PSCO shall further assess whether the ship and crew, throughout their forthcoming voyage, are able to:

- .1 navigate safely;
- .2 safely handle, carry and monitor the condition of the cargo;
- .3 operate the engine-room safely;
- .4 maintain proper propulsion and steering;
- .5 fight fires effectively in any part of the ship if necessary;
- .6 abandon ship speedily and safely and effect rescue if necessary;

- .7 prevent pollution of the environment;
- .8 maintain adequate stability;
- .9 maintain adequate watertight integrity;
- .10 communicate in distress situations if necessary; and
- .11 provide safe and healthy conditions on board.

8.3.5 If the result of any of these assessments is negative, taking into account all deficiencies found, the ship shall be strongly considered for detention. A combination of deficiencies of a less serious nature may also warrant detention.

8.4 General

The lack of valid certificates as required by the relevant conventions may warrant the detention of ships. However, ships flying the flag of States not Party to a convention, or which have not implemented another relevant instrument, are not entitled to carry the certificates provided for by that convention or instrument. Therefore the absence of the required certificates shall not by itself constitute a reason to detain such ships; however, in applying the no more favourable treatment clause, substantial compliance with the provisions and criteria specified in these Procedures shall be required before the ship sails.

8.5 List of detainable deficiencies

The lists in paragraphs 8.5.1 to 8.5.12 reproduce Appendix 2, section 5, of Resolution A.1206(34). The list is not exhaustive, but is intended to give examples of relevant items. The detainable deficiencies in the area of STCW 1978, at paragraph 8.5.11, are the only grounds for detention under that Convention and shall not be extended.

8.5.1 Areas under SOLAS 1974

- 1 Failure of proper operation of propulsion and other essential machinery, as well as electrical installations.
- 2 Insufficient cleanliness of engine-room, excess amount of oily-water mixture in bilges, insulation of piping including exhaust pipes in engine-room contaminated by oil, and improper operation of bilge pumping arrangements.
- 3 Failure of the proper operation of emergency generator, lighting, batteries and switches.
- 4 Failure of proper operation of the main and auxiliary steering gear.
- 5 Absence, failure, insufficient capacity or serious deterioration of personal life-saving appliances, survival craft and launching and recovery arrangements (see also MSC.1/Circ.1490/Rev.1).
- 6 Absence, non-compliance or substantial deterioration to the extent that it cannot comply with its intended use of fire detection system, fire alarms, fire-fighting equipment, fixed fire-extinguishing installation, ventilation valves, fire dampers and quick-closing devices.
- 7 Absence, substantial deterioration or failure of proper operation of the cargo deck area fire protection on tankers.
- 8 Absence, non-compliance or serious deterioration of lights, shapes or sound signals.
- 9 Absence or failure of the proper operation of the radio equipment for distress and safety communication.
- 10 Absence or failure of the proper operation of navigation equipment, taking the relevant provisions of SOLAS 1974 regulation V/16.2 into account.
- 11 Absence of corrected navigational charts, and/or all other relevant nautical publications necessary for the intended voyage, taking into account that electronic charts may be used as a substitute for the charts.
- 12 Absence of non-sparking exhaust ventilation for cargo pump-rooms.
- 13 Serious deficiency in the operational requirements listed in Appendix 11 of this Circular (Appendix 7 of Resolution A.1206(34)).
- 14 Number, composition or certification of crew not corresponding with safe manning document.

- 15 The minimum safe Manning document (MSMD) or equivalent not presented (SOLAS 1974 regulation V/14.2).
- 16 Non-implementation or failure to carry out the enhanced survey programme in accordance with SOLAS 1974 regulation XI-1/2 and the 2011 ESP Code, as amended.
- 17 Absence or failure of a voyage data recorder (VDR), when its use is compulsory.
- 18 Absence of a valid Long-Range Identification and Tracking (LRIT) conformance test report.
- 19 The master or the responsible officer is not familiar with essential shipboard operational procedures relating to LRIT.

8.5.2 Areas under the ISM Code

- 1 Deficiencies of a technical and/or operational nature which individually or collectively provide objective evidence of a serious failure, or lack of effectiveness, of the implementation of the ISM Code.
- 2 There is no SMC, Interim SMC and/or copy of the DOC or Interim DOC on board the ship.
- 3 There is no valid SMC or Interim SMC on board.
- 4 The SMC intermediate verification is overdue.
- 5 The SMC has expired and there is no objective evidence of an extension issued by the Administration; or the SMC has been withdrawn by the Administration.
- 6 The DOC or Interim DOC has expired or been withdrawn.
- 7 The ship type as indicated on the SMC or Interim SMC is not listed on the DOC or Interim DOC.
- 8 Evidence of the DOC annual verification is not available on board.
- 9 The certificate number on the copy of the DOC and the endorsement pages are not the same.
- 10 The company name, the company address or the issuing Government authority on the DOC or Interim DOC is not the same as on the SMC or Interim SMC.

8.5.3 Areas under the IBC Code

- 1 Transport of a substance not mentioned in the Certificate of Fitness or missing cargo information.
- 2 Missing or damaged high-pressure safety devices.
- 3 Electrical installations not intrinsically safe or not corresponding to the Code requirements.
- 4 Sources of ignition in hazardous locations.
- 5 Contravention of special requirements.
- 6 Exceeding of maximum allowable cargo quantity per tank.
- 7 Insufficient heat protection for sensitive products.
- 8 Pressure alarms for cargo tanks not operable.
- 9 Transport of substances to be inhibited without valid inhibitor certificate.

8.5.4 Areas under the IGC Code

- 1 Transport of a substance not mentioned in the Certificate of Fitness or missing cargo information.
- 2 Missing closing devices for accommodations or service spaces.
- 3 Bulkhead not gastight.
- 4 Defective air locks.
- 5 Missing or defective quick-closing valves.
- 6 Missing or defective safety valves.
- 7 Electrical installations not intrinsically safe or not corresponding to the Code requirements.
- 8 Ventilators in cargo area not operable.
- 9 Pressure alarms for cargo tanks not operable.

- 10 Gas detection plant and/or toxic gas detection plant defective.
- 11 Transport of substances to be inhibited without valid inhibitor certificate.

8.5.5 Areas under LL 1966 and LL PROT 1988

- 1 Significant areas of damage or corrosion or pitting of plating and associated stiffening in decks and hull affecting seaworthiness or strength to take local loads, unless properly authorized temporary repairs for a voyage to a port for permanent repairs have been carried out.
- 2 A recognized case of insufficient stability.
- 3 The absence of sufficient and reliable information, in an approved form, which by rapid and simple means enables the master to arrange for the loading and ballasting of the ship in such a way that a safe margin of stability is maintained at all stages and at varying conditions of the voyage, and that the creation of any unacceptable stresses in the ship's structure is avoided.
- 4 Absence, substantial deterioration or defective closing devices, hatch closing arrangements and watertight/weathertight doors.
- 5 Overloading.
- 6 Absence of, or impossibility to read, draught marks and/or load line marks.
- 7 The means of freeing water from the deck not in satisfactory or operational condition.

8.5.6 Areas under MARPOL Annex I

- 1 Absence, serious deterioration or failure of proper operation of the oily-water filtering equipment, the oil discharge monitoring and control system or the 15 ppm alarm arrangements.
- 2 Remaining capacity of slop and/or sludge tank insufficient for the intended voyage.
- 3 Oil Record Book not available.
- 4 Unauthorized discharge bypass fitted.
- 5 Failure to meet the requirements of regulation 20.4 or alternative requirements specified in regulation 20.7.
- 6 Oily bilge water and/or oil residue accumulated in machinery spaces.

8.5.7 Areas under MARPOL Annex II

- 1 Absence of Procedures and Arrangements Manual (P and A Manual).
- 2 Cargo is not categorized.
- 3 No Cargo Record Book available.
- 4 Unauthorized discharge bypass fitted.

Reports of discharges of oil or noxious liquid substances in violation of the provisions of MARPOL shall be submitted to the flag State in the form set out in Appendix 7 (Form E).

8.5.8 Areas under MARPOL Annex III and dangerous goods carriage requirements

- 1 Absence of a valid Document of Compliance for carriage of dangerous goods (if required).
- 2 Absence of a Dangerous Cargo Manifest or detailed stowage plan before departure of the ship.
- 3 Stowage and segregation provisions of the IMDG Code chapters 7.1, 7.2, 7.4, 7.5 and 7.6 are not met.
- 4 Ship is carrying dangerous goods not in compliance with the Document of Compliance for carriage of dangerous goods of the ship.
- 5 Ship is carrying damaged or leaking dangerous goods packages.
- 6 Ship's personnel assigned to specific duties related to the cargo are not familiar with those duties, with any dangers posed by the cargo and with the measures to be taken in such a context.

8.5.9 Areas under MARPOL Annex IV

- 1 Absence of valid International Sewage Pollution Prevention Certificate.
- 2 Sewage treatment plant not approved and certified by the Administration.
- 3 Failure of sewage treatment plant.
- 4 Ship's personnel not familiar with disposal/discharge requirements of sewage.

8.5.10 Areas under MARPOL Annex V

- 1 Absence of garbage management plan.
- 2 No garbage record book available.
- 3 Ship's personnel not familiar with disposal/discharge requirements of garbage management plan.

8.5.11 Areas under MARPOL Annex VI

- 1 Absence of valid International Air Pollution Prevention Certificate (IAPP Certificate), Engine International Air Pollution Prevention Certificates (EIAPP Certificates) or Technical Files if applicable.
- 2 Absence of International Energy Efficiency Certificate (IEE Certificate), the EEDI Technical File or EEXI Technical File; or the Ship Energy Efficiency Management Plan (SEEMP).
- 3 In relation to the absence of a valid Statement of Compliance for Fuel Oil Consumption Reporting from 2019 onwards, by 1 June of each following year (regulation 27), and/or for Carbon Intensity Rating from 2023 onwards for each following year (regulation 28). A pragmatic approach shall be applied if a ship has changed flag and/or company and there is evidence that the losing Administration has not acted in accordance with the regulations, or that data was not provided by the previous company when the ship was transferred. New ships are not required to be furnished with statements of compliance until June of the following year.
- 4 A marine diesel engine with a power output of more than 130 kW which is installed on board a ship constructed on or after 1 January 2000, or a marine diesel engine having undergone a major conversion on or after 1 January 2000, which does not conform to its Technical File, or where the required records have not been maintained as necessary, or where it has not met the applicable requirements of the particular NOx Tier III emission control area in which it is operating.
- 5 A marine diesel engine with a power output of more than 5,000 kW and a per cylinder displacement at or above 90 litres, installed on board a ship constructed on or after 1 January 1990 but prior to 1 January 2000, for which an approved method has been certified by an Administration and was commercially available, where that approved method is not installed after the first renewal survey specified in regulation VI/13.7.2.
- 6 On ships not equipped with equivalent means of SOx compliance, based on the methodology of sample analysis in accordance with appendix VI of MARPOL Annex VI, the sulphur content of any fuel oil being used or carried for use on board exceeds the applicable limit required by regulation VI/14. If the master claims that it was not possible to bunker compliant fuel oil, the PSCO shall take into account the provisions of regulation VI/18.2 and the guidance in MEPC.1/Circ.881.
- 7 On ships equipped with equivalent means of SOx compliance: absence of an appropriate approval for the equivalent means which applies to the relevant fuel combustion units on board; EGCS systems installed on board failing to provide effective equivalence to the requirements of regulations VI/14 and 14.4; and, with regard to combustion units not connected to an EGCS, the sulphur content of any fuel oil being used on those combustion units exceeding the limits stipulated in regulation VI/14, taking into account the provisions of regulation VI/18.2.
- 8 Non-compliance with the relevant requirements while operating within an emission control area for SOx and particulate matter control.
- 9 An incinerator installed on board the ship on or after 1 January 2000 does not comply with the requirements contained in appendix IV to the Annex, or with the standard specifications for shipboard incinerators developed by the Organization (resolution MEPC.76(40) as amended by MEPC.93(45), or resolution MEPC.244(66) as amended by resolution MEPC.368(79), as appropriate).

- 10 The master and crew are not familiar with essential procedures regarding the operation of air pollution prevention equipment or the reporting requirements defined in paragraph 2.6.14 of Appendix 18 of Resolution A.1206(34) (see Appendix 16 of this Circular).

8.5.12 Areas under STCW 1978

The following are the only grounds on which a ship may be detained under STCW 1978. Failure to correct any of these deficiencies, insofar as it has been determined that they pose a danger to persons, property or the environment, shall be the only grounds under STCW 1978 on which Pakistan may detain a ship.

- 1 Failure of seafarers to hold a certificate, to have an appropriate certificate, to have a valid dispensation or to provide documentary proof that an application for an endorsement has been submitted to the Administration (STCW Code A-I/2).
- 2 Failure to comply with the applicable safe manning requirements of the Administration (STCW Code A-I/4).
- 3 Failure of navigational or engineering watch arrangements to conform to the requirements specified for the ship by the Administration (STCW Code A-VIII/2).
- 4 Absence in a watch of a person qualified to operate equipment essential to safe navigation, safety radiocommunications or the prevention of marine pollution (STCW Code A-VIII/2).
- 5 Inability to provide for the first watch at the commencement of a voyage and for subsequent relieving watches persons who are sufficiently rested and otherwise fit for duty.
- 6 Records of daily hours of rest are not on board (STCW Code A-VIII/1.7).
- 7 Not available or serious discrepancy in the certificate of competency (STCW 1978 regulation I/4.2.1).
- 8 Absence in watch of a radio operator (general/restricted GMDSS); certificates and endorsement not available (STCW 1978 regulations I/4.2.1, I/4.2.2, I/4.2.3, I/4.2.4 and II/1.2.1).
- 9 Documentation for personnel with designated safety, security and marine environmental duties not available (STCW 1978 regulations I/4.2.1, I/4.2.2, I/4.2.3 and I/4.2.4).
- 10 Expired certificates (STCW 1978 regulation I/4.2.1); for medical certificates see also STCW 1978 regulations I/9.6 and I/9.7.
- 11 Evidence that a certificate has been fraudulently obtained, or that the holder of a certificate is not the person to whom that certificate was originally issued.

8.5.13 Areas under AFS 2001

- 1 Absence of a valid International Anti-fouling System Certificate or a Declaration on Anti-fouling System.
- 2 Sampling proves the anti-fouling system to be non-compliant within the port's jurisdiction.

8.5.14 Areas which may not warrant a detention, but where cargo operations have to be suspended

Failure of the proper operation (or maintenance) of inert gas systems, cargo-related gear or machinery shall be considered sufficient grounds to stop cargo operations.

Appendix 2 of Resolution A.1206(34) establishes no detainable deficiency criteria under the BWM Convention, the IMSBC Code or the HSC Code. Inspection guidance for those instruments is given at Appendix 19 of this Circular as national guidance. Deficiencies found under those instruments shall be recorded and actioned, and may support a detention only where they fall within one of the categories listed in paragraph 8.5 above or where the ship is otherwise substandard within the meaning of section 7.5.

9. DETENTION OF THE VESSEL

9.1 Detention shall be effected under section 394 of PMSO 2001 and shall be approved by the Director General, Ports and Shipping, by telephone, followed by written confirmation in the next working period. The following procedure shall be observed:

- .1 the PSCO informs the Principal Officer, MMD, of the reasons for detaining the vessel;

- .2 the Principal Officer, MMD, passes those details to the Director General, Ports and Shipping, by telephone followed by email;
- .3 the Director General, Ports and Shipping, consults the competent authority and reverts with the decision by telephone, followed by email;
- .4 the Principal Officer, MMD, informs the PSCO on site of the decision;
- .5 the PSCO completes Form A (Appendix 3) and Form B (Appendix 4), issues the Detention Order (Appendix 9, Form G) and obtains the master's acknowledgement;
- .6 the Principal Officer, MMD, informs the port authority and PMSA of the detention in writing;
- .7 the Harbour Master nominates a safe location for the detention; and
- .8 the Principal Officer, MMD, immediately notifies the flag State Administration in writing, enclosing the report of inspection, together with the flag State's Consul or, in their absence, the nearest diplomatic representative. The RO which issued the relevant certificates on behalf of the flag State shall likewise be notified, where appropriate. The same parties shall be notified in writing of the release of the detention.

9.2 The owner or the operator of a ship has the right of appeal against a detention decision in accordance with section 394 of PMSO 2001. An application for appeal shall not cause the detention to be suspended. The PSCO shall inform the master of this right and of the relevant procedure.

9.3 All charges and delays arising from a detention shall be on the vessel's account, save where the ship has been unduly detained or delayed, in which case paragraph 5.6 applies.

9.4 Where deficiencies which are clearly hazardous to safety, health or the environment cannot be remedied in the port of inspection, the Principal Officer, MMD, may allow the ship to proceed to another port or to the nearest appropriate and available repair yard, subject to the conditions determined under section 11.

9.5 In exceptional circumstances, where a ship on its way to a specified repair yard needs to call at a port for temporary repairs for safety reasons, it may be allowed into that port. All commercial operations are forbidden except the unloading of cargo where required for safety reasons.

9.6 Where the master, owner or agent notifies the Department prior to arrival, upon arrival or whilst the vessel is in port of any damage, breakdown or deficiency to the ship, its machinery or equipment which is intended to be repaired or rectified before the ship sails, a detention shall be issued only if deficiencies justifying detention are found after the master has given notification that the ship is ready for inspection. Paragraph 5.9 applies to grounds for detention resulting from accidental damage.

10. SUSPENSION OF INSPECTION

10.1 In exceptional circumstances where, as a result of a more detailed inspection, the overall condition of a ship and its equipment, also taking into account the crew conditions, is found to be obviously substandard, the PSCO may suspend the inspection.

10.2 Prior to suspending an inspection, the PSCO shall have recorded detainable deficiencies in the areas set out in section 8 of this Circular, as appropriate, and shall have detained the ship. The PSCO shall issue an inspection report in the form of Forms A and B. The report shall indicate in free text that the inspection has been suspended and the reason for the suspension. Suspension of an inspection shall not be used where an inspection is halted for operational or safety reasons, for example overnight, and continued later.

10.3 The suspension of the inspection may continue until the responsible parties have taken the steps necessary to ensure that the ship fully complies with the requirements of the relevant instruments and, on that basis, invite the PSCO for a re-inspection. The measures to be taken by the responsible parties are explicitly not limited to the rectification of only those deficiencies which were recorded in Form B before the inspection was suspended.

10.4 Where an inspection is suspended, the Principal Officer, MMD, shall notify the responsible parties without delay. The notification shall include information about the detention and shall state that the inspection is suspended until the Department has been informed that the ship complies with all relevant requirements.

11. PROCEDURES FOR RECTIFICATION OF DEFICIENCIES

11.1 The PSCO shall endeavour to secure the rectification of all deficiencies detected.

11.2 In the case of deficiencies which are clearly hazardous to safety or the environment, the PSCO shall, except as provided in paragraph 11.3, ensure that the hazard is removed before the ship is allowed to proceed to sea. For this purpose appropriate action shall be taken, which may include detention or a formal prohibition of the ship to continue an operation due to established deficiencies which, individually or together, would render the continued operation hazardous.

11.3 Where deficiencies which caused a detention cannot be remedied in the port of inspection, the Principal Officer, MMD, may allow the ship to proceed to the nearest appropriate and available repair yard, as chosen by the master and agreed by the Department, provided that the conditions agreed between the Department and the flag State are complied with. Such conditions shall ensure that the ship does not sail until it can proceed without risk to the safety of the passengers or crew, or risk to other ships, or without presenting an unreasonable threat of harm to the marine environment, and may include confirmation from the flag State that remedial action has been taken. In such circumstances the Department shall notify the authority of the ship's next port of call, the flag State and the RO where appropriate, using Form C (Appendix 5). The authority receiving such notification should inform the Department of the action taken, and may use Form D (Appendix 6).

11.4 On condition that all possible efforts have been made to rectify all other deficiencies, except those referred to in paragraphs 11.2 and 11.3, the ship may be allowed to proceed to a port where such deficiencies can be rectified.

11.5 If the ship has been allowed to sail with known deficiencies, the Department shall communicate all the facts to the authorities of the country of the next appropriate port of call, to the flag State and to the RO, where appropriate.

11.6 If a ship referred to in paragraph 11.3 proceeds to sea without complying with the conditions agreed by the Department, the Department shall immediately alert the next port, if known, the flag State and all other authorities it considers appropriate.

11.7 If a ship referred to in paragraph 11.3 does not call at the nominated repair port, the port State authority of the repair port should immediately alert the flag State and the detaining port State, which may take appropriate action and notify any other authority it considers appropriate.

11.8 The Department shall take measures to ensure that ships which proceed to sea without complying with the conditions determined, or which do not call at the agreed port or yard to undertake repairs, are refused access to any port of Pakistan until the owner or operator and the flag State have satisfied the Principal Officer, MMD. Notwithstanding this paragraph, in exceptional circumstances recognized by the Principal Officer, MMD, access to a specific port may be permitted in order to minimize the risk of loss of life or of pollution.

12. RELEASE OF THE VESSEL

12.1 The PSCO shall re-inspect the vessel to confirm the close-out of all detainable deficiencies and shall submit the report (Forms A and B) to the Principal Officer, MMD.

12.2 The Principal Officer, MMD, once satisfied, shall pass the details to the Director General, Ports and Shipping, by telephone followed by email.

12.3 The Director General, Ports and Shipping, shall consult competent persons and revert with the decision by telephone, followed by email.

12.4 The Principal Officer, MMD, shall issue the Release Order (Appendix 10, Form H) and inform the Harbour Master and PMSA by telephone followed by email.

12.5 The flag State Administration and, where appropriate, the RO shall be notified in writing of the release. As a minimum, the notification shall include the ship's name, the IMO number, the date and time of release and a copy of Form B.

13. UPDATING KNOWLEDGE

The Directorate General of Ports and Shipping shall arrange regular training and periodic seminars for PSCOs to update their technical knowledge in accordance with changes and developments in the instruments and procedures relevant to Port State Control, taking into account the latest IMO model courses. PSCOs shall update their technical knowledge regularly in accordance with the Code of Good Practice at Appendix 1.

14. REPORTING REQUIREMENTS

14.1 Reporting at the conclusion of an inspection

At the conclusion of every inspection the master shall be provided with a document showing the results of the inspection, details of any action taken by the PSCO, and a list of any corrective action to be initiated by the master and/or company. The report shall be made in the format of Forms A and B (Appendices 3 and 4) and shall include any detainable deficiencies with the specific reasons for detention, and the timeframe for rectification of non-detainable deficiencies.

14.2 Denial of access

Where the Department denies a foreign ship entry to a port or offshore terminal under its jurisdiction, whether or not as a result of information about a substandard ship, it shall forthwith provide the master and the flag State with the reasons for the denial of entry.

14.3 Notification to the flag State and recognized organizations

In the case of a detention, at least an initial notification shall be made to the flag State Administration as soon as practicable. If such notification is made verbally, it shall subsequently be confirmed in writing. As a minimum, the notification shall include the ship's name, the IMO number, copies of Forms A and B, the time of detention and copies of any detention order. The ROs which issued the relevant certificates on behalf of the flag State shall likewise be notified, where appropriate. The same parties shall be notified in writing of the release of the detention.

14.4 Ships allowed to proceed with deficiencies

Where a ship is allowed to sail with known deficiencies, all relevant information shall be communicated to the authorities of the next appropriate port of call, to the flag State and to the RO, where appropriate, using Form C. Confirmation of the ship's compliance with the conditions specified should be requested from the next port authority, which may reply using Form D.

14.5 Reporting to the Organization

14.5.1 Where control has been exercised giving rise to detention, a report shall be submitted to the Organization in accordance with SOLAS 1974 regulation I/19, article 11 of MARPOL or article X(3) of STCW 1978. Such deficiency reports shall be made in the format of Form A and Form B, or of Form E where a contravention of MARPOL discharge provisions is involved, and may be submitted electronically to the Global Integrated Shipping Information System (GISIS).

14.5.2 Copies of such deficiency reports shall, in addition to being forwarded to the Organization, be sent without delay to the flag State Administration and, where appropriate, to the RO which issued the relevant certificate. Deficiencies which are not related to the relevant conventions, or which involve ships of non-Parties or ships below convention size, shall be submitted to flag States and/or to the appropriate organizations, but not to IMO.

14.5.3 A report on alleged deficiencies or on an alleged contravention of the discharge provisions of MARPOL shall be forwarded to the flag State as soon as possible, and preferably no later than 60 days after the observation of the deficiency or contravention, in the format of Form A and Form B or Form E as appropriate. Where a contravention of the discharge provisions is suspected, the information shall be supplemented by evidence of the violation as set out in Form E.

National reporting standard. In order to support timely national oversight, the Mercantile Marine Department requires PSCOs to enter every inspection into the departmental PSC database, and detentions into GISIS, within 24 hours of the conclusion of the inspection. This is a national administrative requirement of the Department and is additional to, and not derived from, the reporting requirements of Resolution A.1206(34).

14.6 Contact points

The relevant telephone numbers and addresses of the Port State Control offices of Pakistan, of departmental headquarters and of those who provide inspection services shall be provided to the Organization and kept up to date in the GISIS module on contact points and in MSC-MEPC.6/Circ.23, as amended.

14.7 Record retention and access

All inspection records, including Forms A to H, communication logs and notification records, shall be retained for a minimum of five years and shall be accessible for internal reviews, management reviews, national audits and IMO Member State Audits.

15. EVALUATION OF PERFORMANCE

Resolution A.1206(34) does not prescribe performance indicators. This Section is adopted by the Department in discharge of the obligation under part 3 of the IMO Instruments Implementation Code (III Code, resolution A.1070(28)) to evaluate periodically its performance in exercising its rights and meeting its obligations as a port State.

15.1 The Department shall evaluate its Port State Control performance annually against, as a minimum, the following indicators:

- number of inspections carried out, expressed as a percentage of the estimated number of individual foreign ships calling at Pakistani ports;
- deficiency ratio, being the total number of deficiencies recorded divided by the number of inspections carried out;
- detention ratio, being the number of detentions divided by the number of inspections carried out;
- proportion of inspections resulting in no deficiencies;
- timeliness of reporting to flag States, to ROs and to the Organization; and
- number and outcome of appeals against detention.

15.2 In addition, the Department shall maintain flag-specific statistics in order to inform the selection of ships under section 6. The flag deficiency ratio and flag detention ratio are calculated as:

Flag deficiency ratio = deficiencies recorded on ships of that flag ÷ inspections of ships of that flag

Flag detention ratio = detentions of ships of that flag ÷ inspections of ships of that flag

15.3 A flag is classified as above average, average or below average by reference to the corresponding ratio for all inspections carried out by the Department during the same period. For the purposes of this Section, above average means a ratio poorer than the departmental mean, and below average means a ratio better than the departmental mean. Flag performance shall be determined as follows:

Detention ratio (flag)	Deficiency ratio (flag)	Flag performance
Above average	Above average	Low
Above average	Average	Low
Above average	Below average	Medium
Average	Above average	Low
Average	Average	Medium
Average	Below average	Medium
Below average	Above average	Medium
Below average	Average	Medium
Below average	Below average	High

15.4 The results of the evaluation shall be reported annually to the Director General, Ports and Shipping, shall be considered in the management review of the Department's quality management system, and shall inform the training programme required by section 13.

16. CONTACT DETAILS

The Principal Officer, Mercantile Marine Department, is the point of contact for all matters arising under this Circular.

Address	Mercantile Marine Department, Plot No. 58, 3rd Floor, KDLB Building, 58-West Wharf Road, Karachi, Pakistan
Telephone	+92 21 99263014-17
Email	po@mercantilemarine.gov.pk ; info@mercantilemarine.gov.pk
Escalation	Director General, Ports and Shipping, Ministry of Maritime Affairs

The address, telephone number and email address given above shall be used consistently in all forms issued under this Circular.

APPENDIX 1 — CODE OF GOOD PRACTICE FOR PORT STATE CONTROL OFFICERS

(MSC-MEPC.4/Circ.2; Appendix 1 to Resolution A.1206(34))

Introduction and objective

This Code provides guidelines regarding the standards of integrity, professionalism and transparency expected of all Port State Control Officers involved in or associated with Port State Control inspections. Its objective is to assist PSCOs in conducting their inspections to the highest professional level. PSCOs are the daily contact with the shipping world and are expected to act within the law, within the rules of Government, and in a fair, open, impartial and consistent manner.

Fundamental principles

- .1 **integrity** is the state of moral soundness, honesty and freedom from corrupting influences or motives;
- .2 **professionalism** is applying accepted professional standards of conduct and technical knowledge; and
- .3 **transparency** implies openness and accountability.

Adhering to professional standards provides greater credibility to PSCOs and places more significance on their findings. Nothing in this Code absolves PSCOs from complying with the specific requirements of the PSC instruments and applicable national laws.

Actions and behaviour of PSCOs

PSCOs shall:

- 1 use their professional judgement in carrying out their duties;

Respect

- 2 remember that a ship is a home as well as a workplace for the ship's personnel, and not unduly disturb their rest or privacy;
- 3 comply with any ship housekeeping rules, such as removing dirty shoes or work clothes;
- 4 not be prejudiced by the race, gender, religion or nationality of the crew when making decisions, and treat all personnel on board with respect;
- 5 respect the authority of the master or their deputy;
- 6 be polite but professional and firm as required;
- 7 never become threatening, abrasive or dictatorial, or use language that may cause offence;
- 8 expect to be treated with courtesy and respect;

Conduct of inspections

- 9 comply with all health and safety requirements of the ship and of the Administration, for example the wearing of personal protective clothing, and not take any action, or cause any action to be taken, which could compromise the safety of the PSCO or of the ship's crew;
- 10 comply with all security requirements of the ship and wait to be escorted around the ship by a responsible person;
- 11 present their identity cards to the master or to the representative of the owner at the start of the inspection;
- 12 explain the reason for the inspection; however, where the inspection is triggered by a report or complaint, they must not reveal the identity of the person making the complaint;
- 13 apply the procedures of PSC and the convention requirements in a consistent and professional way, and interpret them pragmatically when necessary;

- 14 not try to mislead the crew, for example by asking them to do things that are contrary to the relevant conventions;
- 15 request the crew to demonstrate the functioning of equipment and operational activities, such as drills, and not make tests themselves;
- 16 seek advice when unsure of a requirement or of their findings, rather than making an uninformed decision, for example by consulting colleagues, publications, the flag Administration or the recognized organization;
- 17 where it is safe to do so, accommodate the operational needs of the port and the ship;
- 18 explain clearly to the master the findings of the inspection and the corrective action required, and ensure that the report of inspection is clearly understood;
- 19 issue to the master a legible and comprehensible report of inspection before leaving the ship;

Disagreements

- 20 deal with any disagreement over the conduct or findings of the inspection calmly and patiently;
- 21 advise the master of the complaints procedure in place if the disagreement cannot be resolved within a reasonable time;
- 22 advise the master of the right of appeal and the relevant procedures in the case of detention;

Integrity

- 23 be independent and have no commercial interest in the ports or the ships they inspect, or in companies providing services in those ports;
- 24 be free to make decisions based on the findings of their inspections and not on any commercial considerations of the port;
- 25 always follow the rules of the Administration regarding the acceptance of gifts and favours, such as meals on board;
- 26 firmly refuse any attempt at bribery and report any blatant case to the Principal Officer, MMD;
- 27 not misuse their authority for benefit, financial or otherwise; and

Updating knowledge

- 28 update their technical knowledge regularly.

APPENDIX 2 — LIST OF CERTIFICATES AND DOCUMENTS

Part A — Certificates and documents to be checked as a minimum during the inspection

The following certificates and documents shall, to the extent applicable, be checked as a minimum during the inspection referred to in section 7.2.3 of this Circular.

S/N	Certificate or document	Reference
1	International Tonnage Certificate	TONNAGE 1969, article 7
2	Reports of previous port State control inspections	—
3	Passenger Ship Safety Certificate	SOLAS 1974, reg. I/12
4	Cargo Ship Safety Construction Certificate	SOLAS 1974, reg. I/12
5	Cargo Ship Safety Equipment Certificate	SOLAS 1974, reg. I/12
6	Cargo Ship Safety Radio Certificate	SOLAS 1974, reg. I/12
7	Cargo Ship Safety Certificate	SOLAS 1974, reg. I/12
8	Exemption Certificate	SOLAS 1974, reg. I/12
9	Minimum safe manning document	SOLAS 1974, reg. V/14.2
10	International Load Line Certificate (1966)	LL 1966 / LL PROT 1988, art. 16.1
11	International Load Line Exemption Certificate	LL 1966 / LL PROT 1988, art. 16.2
12	International Oil Pollution Prevention Certificate	MARPOL Annex I, reg. 7.1
13	International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk (NLS)	MARPOL Annex II, reg. 9.1
14	International Sewage Pollution Prevention Certificate	MARPOL Annex IV, reg. 5.1; MEPC.1/Circ.408
15	International Air Pollution Prevention Certificate	MARPOL Annex VI, reg. 6.1
16	International Energy Efficiency Certificate	MARPOL Annex VI, reg. 6
17	International Ballast Water Management Certificate	BWM 2004, art. 9.1(a); reg. E-2
18	International Anti-fouling System Certificate	AFS 2001, annex 4, reg. 2
19	Declaration on AFS	AFS 2001, annex 4, reg. 5
20	International Ship Security Certificate or Interim ISSC	ISPS Code, part A/19 and appendices
21	Certificates for masters, officers or ratings	STCW 1978, art. VI and reg. I/2; STCW Code, sect. A-I/2
22	Copy of Document of Compliance or copy of Interim DOC	SOLAS 1974, reg. IX/4.2; ISM Code, paras. 13 and 14
23	Safety Management Certificate or Interim SMC	SOLAS 1974, reg. IX/4.3; ISM Code, paras. 13 and 14
24	International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk, or Certificate of Fitness, whichever is appropriate	IGC Code, sect. 1.4; GC Code, sect. 1.6

S/N	Certificate or document	Reference
25	International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk, or Certificate of Fitness, whichever is appropriate	IBC Code, sect. 1.5; BCH Code, sect. 1.6
26	International Certificate of Fitness for the Carriage of INF Cargo	SOLAS 1974, reg. VII/16; INF Code, sect. 1.3
27	Certificate of insurance or other financial security in respect of civil liability for oil pollution damage	CLC 69/92, art. VII.2
28	Certificate of insurance or other financial security in respect of civil liability for bunker oil pollution damage	BUNKERS 2001, art. 7.2
29	Certificate of insurance or other financial security in respect of liability for the removal of wrecks	Nairobi WRC 2007, art. 12
30	High-Speed Craft Safety Certificate and Permit to Operate High-Speed Craft	SOLAS 1974, reg. X/3.2; 1994/2000 HSC Code, para. 1.8.1 and sect. 1.9
31	Document of Compliance with the special requirements for ships carrying dangerous goods	SOLAS 1974, reg. II-2/19.4
32	Document of authorization for the carriage of grain and grain loading manual	SOLAS 1974, reg. VI/9; Grain Code, sect. 3
33	CAS Statement of Compliance, CAS Final Report and Review Record	MARPOL Annex I, regs. 20 and 21; MEPC.94(46), as amended
34	Continuous Synopsis Record	SOLAS 1974, reg. XI-1/5
35	Oil Record Book, parts I and II	MARPOL Annex I, regs. 17 and 36
36	Cargo Record Book	MARPOL Annex II, reg. 15
37	Garbage Record Book	MARPOL Annex V, reg. 10
38	Garbage Management Plan	MARPOL Annex V, reg. 10; MEPC.220(63)
39	Logbook and the recordings of the tier and on/off status of marine diesel engines	MARPOL Annex VI, reg. 13.5.3
40	Logbook for fuel oil changeover	MARPOL Annex VI, reg. 14.6
41	Ozone-depleting Substances Record Book	MARPOL Annex VI, reg. 12.6
42	Ballast Water Record Book	BWM 2004, art. 9.1(b); reg. B-2

S/N	Certificate or document	Reference
43	Fixed gas fire-extinguishing systems – cargo spaces Exemption Certificate and any list of cargoes	SOLAS 1974, reg. II-2/10.7.1.4
44	Dangerous goods manifest or stowage plan	SOLAS 1974, regs. VII/4 and VII/7-2; MARPOL Annex III, reg. 5
45	For oil tankers, the record of the oil discharge monitoring and control system for the last ballast voyage	MARPOL Annex I, reg. 31.2
46	Search and rescue cooperation plan for passenger ships trading on fixed routes	SOLAS 1974, reg. V/7.3
47	List of operational limitations for passenger ships	SOLAS 1974, reg. V/30.2
48	Nautical charts and nautical publications	SOLAS 1974, regs. V/19.2.1.4 and V/27
49	Records of hours of rest and table of shipboard working arrangements	STCW Code, sects. A-VIII/1.5 and 1.7; MLC 2006, Standards A2.3.10 and A2.3.12
50	Evidence of compliance for unattended machinery spaces (UMS)	SOLAS 1974, reg. II-1/46.3

Part B — Documents supporting a more detailed inspection

Support during a more detailed inspection may be found in the following documents, where applicable (section 7.4.1).

S/N	Document	Reference
1	Construction drawings	SOLAS 1974, reg. II-1/3-7
2	Ship Construction File	SOLAS 1974, reg. II-1/3-10
3	Manoeuvring booklet and information	SOLAS 1974, reg. II-1/28
4	Stability information	SOLAS 1974, regs. II-1/5 and II-1/5-1; LL 1966 / LL PROT 1988, reg. 10
5	Subdivision and stability information	MARPOL Annex I, reg. 28
6	Damage control plans and booklets	SOLAS 1974, reg. II-1/19; MSC.1/Circ.1245
7	Ship Structure Access Manual	SOLAS 1974, reg. II-1/3-6
8	Enhanced survey report files (bulk carriers or oil tankers)	SOLAS 1974, reg. XI-1/2; 2011 ESP Code
9	Cargo Securing Manual	SOLAS 1974, regs. VI/5.6 and VII/5; MSC.1/Circ.1353/Rev.2
10	Bulk carrier booklet	SOLAS 1974, regs. VI/7.2 and XII/8; BLU Code
11	Loading/unloading plan for bulk cargoes	SOLAS 1974, reg. VI/7.3
12	Cargo information	SOLAS 1974, regs. VI/2 and XII/10; MSC/Circ.663
13	Fire-control plan/booklet	SOLAS 1974, regs. II-2/15.2.4 and II-2/15.3.2
14	Fire safety operational booklet	SOLAS 1974, reg. II-2/16.2
15	Fire safety training manual	SOLAS 1974, reg. II-2/15.2.3
16	Training manual	SOLAS 1974, reg. III/35
17	Onboard training, drills and maintenance records	SOLAS 1974, regs. II-2/15.2.2.5, III/19.3, III/20.6 and III/20.7
18	Ship-specific plans and procedures for recovery of persons from the water	SOLAS 1974, reg. III/17-1; MSC.346(91)
19	Decision support system for masters (passenger ships)	SOLAS 1974, reg. III/29
20	International Code of Signals and a copy of Volume III of the IAMSAR Manual	SOLAS 1974, reg. V/21
21	Records of navigational activities	SOLAS 1974, regs. V/26 and V/28.1
22	Ship Security Plan and associated records	SOLAS 1974, reg. XI-2/9; ISPS Code, parts A/9 and A/10
23	Engine International Air Pollution Prevention Certificate	NOx Technical Code 2008, para. 2.1.1.1
24	EEDI Technical File	MARPOL Annex VI, reg. 22
25	EEXI Technical File	MARPOL Annex VI, reg. 23
26	Onboard Management Manual (OMM) for Shaft Power Limitation (ShaPoLi) or Engine Power Limitation (EPL)	MARPOL Annex VI, reg. 23; MEPC.335(76)

S/N	Document	Reference
27	Technical Files	NOx Technical Code 2008, para. 2.3.4
28	Record Book of Engine Parameters	NOx Technical Code 2008, para. 2.3.7
29	Type approval certificate of incinerator	MARPOL Annex VI, reg. 16.6
30	Manufacturer's operating manual for incinerators	MARPOL Annex VI, reg. 16.7
31	Fuel oil changeover procedure	MARPOL Annex VI, reg. 14.6
32	Bunker delivery notes and representative sample	MARPOL Annex VI, regs. 18.6 and 18.8.1
33	Shipboard oil pollution emergency plan (SOPEP)	MARPOL Annex I, reg. 37.1; MEPC.54(32), as amended by MEPC.86(44)
34	Shipboard marine pollution emergency plan for noxious liquid substances	MARPOL Annex II, reg. 17
35	Ship Energy Efficiency Management Plan (SEEMP), with a plan of corrective actions where applicable	MARPOL Annex VI, reg. 22; MEPC.1/Circ.795/Rev.9; MEPC.395(82)
36	STS operation plan and records of STS operations	MARPOL Annex I, reg. 41
37	Procedures and Arrangements Manual (chemical tankers)	MARPOL Annex II, reg. 14.1
38	VOC Management Plan	MARPOL Annex VI, reg. 15.6
39	Ballast Water Management Plan (BWMP)	BWM 2004, reg. B-1; MEPC.127(53), as amended
40	LRIT conformance test report	SOLAS 1974, reg. V/19-1.6; MSC.1/Circ.1307
41	Copy of the certificate of compliance issued by the testing facility for the VDR, stating the date of compliance and the applicable performance standards	SOLAS 1974, reg. V/18.8
42	AIS test report	SOLAS 1974, reg. V/18.9; MSC.1/Circ.1252
43	Noise survey report	SOLAS 1974, reg. II-1/3-12
44	Oil discharge monitoring and control (ODMC) operational manual	MARPOL Annex I, reg. 31
45	Crude Oil Washing Operation and Equipment Manual	MARPOL Annex I, reg. 35; MEPC.81(43)
46	Material Safety Data Sheets (MSDS)	SOLAS 1974, reg. VI/5-1; MSC.286(86)
47	Record of AFS	AFS 2001, annex 4, reg. 2
48	Coating Technical File	SOLAS 1974, reg. II-1/3-2
49	Maintenance plans	SOLAS 1974, regs. II-2/14.2.2, II-2/14.3 and II-2/14.4

Part C — For reference

The following documents are listed for reference. Deficiencies found in relation to instruments to which Pakistan is not a Party, or which fall outside the scope of the applicable conventions, shall be reported to the flag State and, where appropriate, to the relevant organization, but not to IMO.

S/N	Document	Reference
1	Certificate of Registry or other document of nationality	UNCLOS, art. 91
2	Certificates as to the ship's hull strength and machinery installations issued by the classification society (only where the ship maintains class)	—
3	Cargo Gear Record Book	ILO Convention No. 32, art. 9.2(4); ILO Convention No. 152, art. 25
4	Certificates for loading and unloading equipment	ILO Convention No. 134, art. 4.3(e); ILO Convention No. 32, art. 9(4)
5	Medical certificates	STCW 1978, reg. I/9; MLC 2006, Standard A1.2
6	Records of hours of work or rest of seafarers	MLC 2006, Standard A2.3.12
7	Maritime Labour Certificate	MLC 2006, reg. 5.1.3
8	Declaration of Maritime Labour Compliance, parts I and II	MLC 2006, reg. 5.1.3
9	Seafarers' employment agreements	MLC 2006, Standard A2.1
10	Certificate of insurance or financial security for repatriation of seafarers	MLC 2006, reg. 2.5
11	Certificate of insurance or financial security for shipowners' liability	MLC 2006, reg. 4.2

APPENDIX 3 — FORM A: REPORT OF INSPECTION

Report of inspection in accordance with the IMO Procedures for Port State Control, 2025
(resolution A.1206(34))

Name of Reporting Authority:	Mercantile Marine Department, Government of Pakistan, Ministry of Maritime Affairs	Plot No. 58, 3rd Floor, KDLB Building, 58-West Wharf Road, Karachi	Tel: +92 21 99263014-17 Email: po@mercantilemarine.gov.pk
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01	Date of inspection	02	Place of inspection
03	Name of ship	04	Flag of ship
05	Type of ship	06	Port of registry
07	IMO number	08	Call sign
09	Year of build	10	Deadweight
11	Gross tonnage	12	Net tonnage
13	Classification	14	Class number
15	Company (Managers) and IMO Company Number — Address:		
16	Date of detention †	17	Date of release from detention †
18	Name and signature of Master to verify that the information under item 15 is correct:		
19	Contact information of financial security provider (MLC 2006, regs. 2.5 and 4.6)	20	Expiry date of financial security

† To be completed in the event of a detention.

Relevant certificates

S/ N	Title	Issuing authority (full term certificate)	Date of issue	Date of expiry	Surveying authority (annual / intermediate)	Last done date	Place of last survey
1	Certificate of Registry						
2	Continuous Synopsis Record						
3	Tonnage Certificate						
4	Minimum Safe Manning Document						
5	Load Line Certificate						
6	Safety Equipment Certificate						
7	Safety Radio Certificate						
8	Safety Construction Certificate						
9	Oil Pollution Prevention Certificate (IOPP)						

S/ N	Title	Issuing authority (full term certificate)	Date of issue	Date of expiry	Surveying authority (annual / intermediate)	Last done date	Place of last survey
10	Sewage Pollution Prevention Certificate						
11	Air Pollution Prevention Certificate (IAPP)						
12	Energy Efficiency Certificate (IEEC)						
13	Certificate of Fitness for the Carriage of Chemicals or Gas						
14	Noxious Liquid Substances (NLS) Certificate						
15	Ballast Water Management Certificate						
16	Energy Efficiency Existing Ship Index (EEXI) Technical File						
17	Statement of Compliance — Carbon Intensity Rating (CII)						
18	Statement of Compliance — Fuel Oil Consumption Reporting						
19	International Anti-fouling System Certificate / Declaration						
20	High Speed Craft Safety Certificate (HSC Code)						
21	Permit for the operation of High Speed Craft						
22	Route Operational Manual (HSC Code)						
23	Document of Compliance (DOC)						
24	Safety Management Certificate (SMC)						

S/ N	Title	Issuing authority (full term certificate)	Date of issue	Date of expiry	Surveying authority (annual / intermediate)	Last done date	Place of last survey
25	Maritime Labour Convention Certificate						
26	Ship Security Certificate (ISSC)						
27	Document of compliance with the special requirements for ships carrying dangerous goods						
28	CLC Oil						
29	CLC Bunker						
30	CLC Wreck						
31	Exemption Certificate (if any)						
32	Any other document						

2. IMSBC Code (International Maritime Solid Bulk Cargoes Code) — if applicable

	Check item	Yes	No
a	Is the cargo handling plan available and compliant?		
b	Are loading and unloading procedures aligned with IMSBC requirements?		
c	Are there provisions for cargo moisture control and temperature monitoring?		
d	Is there an emergency response plan for hazardous bulk cargo?		
e	For Group A cargoes, are the moisture content and transportable moisture limit (TML) certificates available?		

3. IBC Code — if applicable

	Check item	Yes	No
a	Is the ship equipped with containment systems as per IBC standards?		
b	Are there records of chemical cargo inspections and handling procedures?		
c	Is crew training and awareness documentation for handling dangerous chemicals available?		
d	Is the ventilation and gas detection system operational and certified?		
e	Is every substance carried listed in the Certificate of Fitness, and are cargo tank pressure alarms operable? (see para. 8.5.3)		

4. HSC Code (High-Speed Craft Codes 1994 and 2000) — if applicable

	Check item	Yes	No
a	Is there a High-Speed Craft Safety Certificate on board?		
b	Are all life-saving appliances and fire-fighting equipment compliant with HSC requirements?		
c	Does the navigation system meet HSC Code standards for high-speed operations?		
d	Are crew members trained for HSC-specific emergency scenarios?		
e	Have the limitations specified in the Permit to Operate been respected (logbook and weather records)?		

5. IGC Code — if applicable

	Check item	Yes	No
a	Is the gas carrier's containment system certified and compliant with IGC standards?		
b	Are emergency shutdown systems functional and tested regularly?		
c	Is there proper monitoring of tank pressure, temperature and gas levels?		
d	Is there a cargo-specific firefighting plan and appropriate training records?		
e	Are the air locks, quick-closing valves, safety valves and gas detection plant operable? (see para. 8.5.4)		

6. Additional safety and compliance checks

	Check item	Yes	No
a	Proper stowage and segregation of cargo		
b	Vessel's stability records and stability booklet available		
c	SOPEP available and crew trained in its implementation		
d	SEEMP and CII tracking in line with MEPC.395(82) and MEPC.352(78)		
e	Fuel oil sulphur content in accordance with MARPOL Annex VI reg. 14 and MEPC.320(74)		
f	Electronic record books — MARPOL and fuel reporting: presence, accuracy and flag State declaration sighted		
g	Emergency drill conducted and documented		
h	Communication equipment operational and checked		
i	Security and access control measures in place (Appendix 18)		
j	Ballast water management — BWMP, record book and system operational (Appendix 19)		
k	Outstanding deficiencies from the previous PSC inspection verified as rectified		

21	Supporting documents	Yes	No
22	Deficiencies (if yes, attach Form B)	Yes	No
23	Vessel detained	Yes	No
24	Inspection suspended (section 10)	Yes	No
25	Penalty imposed — amount:	Yes	No

Issuing office	Name (duly authorized PSCO of the reporting authority)	Telephone	Email
Date	Place	Signature of PSCO	

This inspection report has been issued solely for the purposes of informing the Master and other Port States that an inspection by the port State mentioned in the heading has taken place. This inspection report cannot be construed as a seaworthiness certificate in excess of the certificate the ship is required to carry. This report must be retained on board for a period of two years and must be available for consultation by Port State Control Officers at all times. Masters, shipowners and/or operators are advised that detailed information on a detention may be subject to future publication. Original: Master. Copy: Head Office / PSCO. If detained: copy to Flag State / IMO / recognized organization, if applicable.

APPENDIX 4 — FORM B: REPORT OF INSPECTION (DEFICIENCIES)

Report of inspection in accordance with the IMO Procedures for Port State Control, 2025 (resolution A.1206(34))

Name of Reporting Authority:	Mercantile Marine Department, Government of Pakistan, Ministry of Maritime Affairs	Plot No. 58, 3rd Floor, KDLB Building, 58-West Wharf Road, Karachi	Tel: +92 21 99263014-17 Email: po@mercantilemarine.gov.pk
Copy to:	Master; Head Office; PSCO	If the ship is detained, copy to:	Flag State; IMO; recognized organization, if applicable

Name of ship		IMO number		Flag of ship	
Port of registry		Date of inspection		Place of inspection	

S/N	Defects	Nature of deficiencies	Convention †	Action taken (code)	ISM-related (Y/N)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

† To be completed in the event of a detention. The ISM-related column shall be completed in accordance with Appendix 12 of this Circular where the PSCO concludes that a deficiency provides objective evidence of a failure, serious failure or lack of effectiveness of ISM Code implementation. Where the inspection has been suspended under section 10, this shall be recorded in free text below.

Date	Place	Name of PSCO	Signature of PSCO	Master's acknowledgement

This inspection was not a full survey and the deficiencies listed may not be exhaustive. In the event of a detention, it is recommended that a full survey be carried out and all deficiencies rectified before an application for re-inspection is made.

Action taken codes

00	No action taken	40	Next port informed
10	Deficiency rectified	45	Next port informed to re-detain
12	All deficiencies rectified	50	Flag State / Consul informed
15	Rectify deficiency at next port	55	Flag State consulted
16	Rectify deficiency within 14 days	70	Recognized organization informed
17	Master instructed to rectify deficiency before departure	80	Temporary substitute of equipment
18	Rectify non-conformity within 3 months	85	Investigation of contravention of discharge provisions (MARPOL)
19	Rectify major non-conformity within 3 months	95	Letter of warning issued
30	Grounds for detention	96	Letter of warning withdrawn
35	Ship allowed to sail after detention	99	Other (specify in clear text)
36	Ship allowed to sail after follow-up detention	—	Inspection suspended (record in free text — section 10)

Nature of deficiency codes

1	Broken	11	Leaking	21	Not ready for use
2	Damaged	12	Malfunctioning	22	Out of order
3	Dirty	13	Missing	23	Overdue
4	Due for service	14	Misused	24	Poorly maintained
5	Entry missing	15	No record	25	Seized
6	Expired	16	No warning	26	Slippery
7	Holed	17	Not approved	27	Unsafe
8	Improperly fitted	18	Not endorsed	28	Unsecured

APPENDIX 5 — FORM C: REPORT OF DEFICIENCIES NOT FULLY RECTIFIED OR ONLY PROVISIONALLY RECTIFIED

In accordance with paragraph 3.7.3 of the Procedures for Port State Control, 2025 (resolution A.1206(34)) — section 11.3 of this Circular

Copy to the maritime authority of the next port of call, the flag Administration, and any other certifying authority as appropriate.

01	From (country/region)	02	Port
03	To (country/region)	04	Port
05	Date departed	06	ETA next port
07	Name of ship	08	Flag of ship
09	Type of ship	10	Port of registry
11	IMO number	12	Call sign
13	Gross tonnage	14	Net tonnage
15	Classification society	16	Class number

17. Nature of deficiencies to be rectified	18. Suggested action (including action at next port of call)	19. Action taken

Reporting authority: Mercantile Marine Department, Karachi	Email: po@mercantilemarine.gov.pk
Name and signature of PSCO	Date

APPENDIX 6 — FORM D: REPORT OF ACTION TAKEN TO THE NOTIFYING AUTHORITY

In accordance with paragraph 3.7.3 of the Procedures for Port State Control, 2025 (resolution A.1206(34)) — section 11.3 of this Circular

01	To: name, position, authority, telephone, email, date	02	From: name, position, authority, telephone, email, date
03	Port of inspection	04	Date of inspection
05	Name of ship	06	IMO number
07	Call sign	08	Flag of ship

09. Deficiencies	10. Action taken

Next port and date	Supporting documents attached (Yes / No)	Signature and date
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APPENDIX 7 — FORM E: REPORT OF CONTRAVENTION OF MARPOL (ARTICLE 6)

Format for the report of contravention of MARPOL, Procedures for Port State Control, 2025
(resolution A.1206(34))

01	Reporting country	02	Name of ship
03	Flag of ship	04	Type of ship
05	Port of registry	06	IMO number
07	Call sign	08	Year of build
09	Deadweight	10	Gross tonnage
11	Net tonnage	12	Classification society and class number
13	Date of incident	14	Place of incident
15	Date of investigation	16	Annex of MARPOL contravened

Where a contravention of the discharge provisions is involved, this report shall be completed in addition to the report on deficiencies (Forms A and B) and shall be supplemented by the following supporting evidence:

- .1 a statement by the observer of the pollution, including the considerations which led the observer to conclude that no other possible source of the pollution was in fact the source;
- .2 statements concerning the sampling procedures both of the slick and on board, including the location where and the time when the samples were taken, the identity of the persons taking the samples, and receipts identifying the persons having custody of and receiving transfer of the samples;
- .3 reports of analyses of the samples taken of the slick and on board, including the results, a description of the method employed, reference to or copies of scientific documentation attesting to the accuracy and validity of the method employed, and the names and experience of the persons performing the analyses;
- .4 where applicable, a statement by the PSCO on board, together with the PSCO's rank and organization;
- .5 statements by persons being questioned and by witnesses;
- .6 photographs of the slick; and
- .7 copies or printouts of the relevant pages of the Oil Record Book or Cargo Record Book, logbooks, discharge recordings and similar records.

Name and title of duly authorized contravention investigation official	Signature and date
--	--------------------

APPENDIX 8 — FORM F: COMMENTS BY FLAG STATE ON DETENTION REPORT

Corresponding to Appendix 17 of Resolution A.1206(34)

01	Name of ship	02	Flag of ship
03	Type of ship	04	Port of registry
05	IMO number	06	Call sign
07	Year of build	08	Deadweight
09	Gross tonnage	10	Net tonnage
11	Classification society	12	Class number
13	Report by	14	Recognized organization involved

Was the notification of detention received? Yes / No

Deficiencies	Cause	Action taken

Additional information:

APPENDIX 9 — FORM G: DETENTION ORDER

To the Master,

I, , Port State Control Officer duly authorized by the Principal Officer, Mercantile Marine Department, under section 394 of the Pakistan Merchant Shipping Ordinance, 2001, hereby notify you that your ship:

01	Name of ship	02	Flag of ship
03	Type of ship	04	Port of registry
05	IMO number	06	Call sign
07	Year of build	08	Deadweight
09	Gross tonnage	10	Net tonnage
11	Classification society	12	Class number
13	Berthed at	14	Local agent

has been detained on at hours in accordance with section 8 of this Circular and Appendix 2 to IMO Resolution A.1206(34), until released.

The deficiencies identified, individually or together, are clearly hazardous to safety, health or the environment. Reports of inspection Forms A and B are enclosed for the master.

The ship is prohibited from shifting to another berth without the prior consent of the Principal Officer, Mercantile Marine Department, and from proceeding to sea without a Release Order.

The company or its representative has a right of appeal against this detention under section 394 of the Pakistan Merchant Shipping Ordinance, 2001. An application for appeal shall not cause the detention to be suspended.

Principal Officer, Mercantile Marine Department	Date and time of issue
Master's acknowledgement	Date

APPENDIX 10 — FORM H: RELEASE ORDER

The Mercantile Marine Department, through its authorized Port State Control Officer, has carried out a re-inspection of the undermentioned ship at Berth No. , Port

01	Name of ship	02	Flag of ship
03	Type of ship	04	Port of registry
05	IMO number	06	Call sign
07	Year of build	08	Deadweight
09	Gross tonnage	10	Net tonnage
11	Classification society	12	Class number
13	Berthed at	14	Local agent

The ship was released from detention on at hours. A copy of the inspection report (Forms A and B) is attached. The flag State Administration and, where appropriate, the recognized organization which issued the relevant certificates have been notified in writing of this release in accordance with section 12.5 of this Circular.

Principal Officer, Mercantile Marine Department	Date and time of issue
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APPENDIX 11 — GUIDANCE ON SPECIFIC INSPECTION ACTIVITIES

Control of operational requirements — corresponding to Appendix 7 of Resolution A.1206(34)

This Appendix provides guidance on the assessment of compliance with operational requirements in relation to day-to-day activities. A serious deficiency in the operational requirements set out in this Appendix is a detainable deficiency under paragraph 8.5.1, item 13.

1. Operational activities

1.1 Bridge operations

- The PSCO may determine whether officers in charge of a navigational watch are familiar with the bridge control and navigational equipment, with changing the steering mode from automatic to manual and vice versa, and with the ship's manoeuvring characteristics.
- All officers in charge of a navigational watch should have knowledge of the location and operation of all safety and navigational equipment and should be familiar with the procedures for navigation in all circumstances.
- The PSCO may verify the familiarity of officers with the available information, such as manoeuvring characteristics, life-saving signals, up-to-date nautical publications, bridge procedure checklists, instructions and manuals.
- For high-speed craft, the PSCO may verify from the logbook and weather records whether the limitations specified in the Permit to Operate High-Speed Craft have been respected.

1.2 Cargo operations

- The PSCO may determine whether ship's personnel assigned to specific duties related to cargo and cargo equipment are familiar with those duties, with any dangers posed by the cargo and with the measures to be taken in that context.
- With respect to solid bulk cargoes, the PSCO should verify that cargo loading and unloading is performed in accordance with the ship's agreed plan, and may determine whether responsible crew members are familiar with the relevant provisions of the IMSBC Code, particularly those concerning moisture limits and trimming.
- Officers responsible for cargo handling on oil tankers, chemical tankers and liquefied gas carriers should be familiar with the cargo and cargo equipment and with the safety measures stipulated in the relevant sections of the IBC and IGC Codes.

1.3 Operation of machinery

The PSCO may determine whether responsible ship's personnel are familiar with their duties relating to the operation of essential machinery, including emergency and standby sources of electrical power, auxiliary steering gear, bilge and fire pumps and any other equipment essential in emergency situations, and with emergency generator procedures, standby generator blackout procedures, bilge and fire pump starting procedures and local control procedures for bridge-controlled systems.

1.4 Manuals, instructions and information

The PSCO may determine whether appropriate crew members are able to understand the information given in manuals and instructions relevant to the safe condition and operation of the ship and its equipment. The following should be provided on board in a language understood by the crew: instructions for fighting and containment of fire; clear emergency instructions for every person on board; illustrations and instructions for passengers at muster stations on passenger ships; posters and signs on or near survival craft; instructions for onboard maintenance of life-saving appliances; training manuals in crew mess rooms and recreation rooms; and the SOPEP or SMPEP where applicable.

1.5 Oil and oily mixtures from machinery spaces

The PSCO may determine whether the operational requirements of MARPOL Annex I have been met, taking into account the quantity of oil residues generated, the capacity of the sludge and bilge water holding tanks and the capacity of the oily-water separator. An inspection of the Oil Record Book should be made. Where an electronic record book is relied upon, the flag State declaration shall be sighted.

1.6 Loading, unloading and cleaning procedures for cargo spaces of tankers

The PSCO may determine whether the operational requirements of MARPOL Annexes I or II have been met, taking into account the type of tanker and the cargo carried, including inspection of the Oil Record Book and/or Cargo Record Book.

1.7 Dangerous goods and harmful substances in packaged form

The PSCO may determine whether the required shipping documents for the carriage of dangerous goods are provided on board and whether dangerous goods are properly stowed and segregated, and may check whether ship's personnel are familiar with the relevant provisions of the Medical First Aid Guide and of the Emergency Procedures for Ships Carrying Dangerous Goods.

1.8 Garbage, sewage and air pollution prevention

- For MARPOL Annex V, whether ship's personnel are aware of the 2017 Guidelines for the implementation of MARPOL Annex V (MEPC.295(71)) and are familiar with the disposal and discharge requirements inside and outside special areas.
- For MARPOL Annex IV, whether ship's personnel are familiar with the correct operation of the sewage treatment system, comminuting and disinfecting system or holding tank, and with the discharge requirements of regulation 11.
- For MARPOL Annex VI, whether the master or crew are familiar with procedures to prevent emissions of ozone-depleting substances; with the proper operation and maintenance of diesel engines in accordance with their Technical Files; with the fuel changeover procedures associated with demonstrating compliance within a SOx emission control area; with the garbage screening procedure to ensure that prohibited garbage is not incinerated; with the operation of the shipboard incinerator; and with bunker delivery procedures in respect of bunker delivery notes and retained samples as required by regulation 18.

2. Assessment of preparedness for emergencies and drills

2.1 Muster list and communication

The PSCO may determine whether crew members are aware of and familiar with their duties as indicated in the muster list and aware of the locations where they are to perform them, and may verify that muster lists are exhibited in conspicuous places throughout the ship, including the navigating bridge, engine-room and crew accommodation spaces. The PSCO may determine whether key crew members are able to communicate with each other and, as appropriate, with passengers, and should verify the working language of the vessel.

2.2 Fire and abandon ship drills

When setting a drill scenario, witnessing the drill and assessing its standard, the PSCO should verify whether the crew can organize themselves into an effective team to tackle an emergency; whether they can communicate effectively; whether the master is in control and information is flowing to and from the command centre; and whether the crew can safely abandon the ship if the situation gets out of hand. PSCOs should not be intimidating, should not interfere during the drill and should not offer advice; the PSCO should stand back, observe and make appropriate notes.

An abandon ship drill should include summoning crew, and passengers where applicable, to muster stations with the required alarm; reporting to stations and preparing for the duties described in the muster list; checking that crew and passengers are suitably dressed and that lifejackets are correctly donned; lowering at least one lifeboat after the necessary preparation for launching; starting and operating the lifeboat engine; operating the davits used for launching liferafts; conducting a mock search and rescue of passengers trapped in staterooms, if applicable;

giving instructions in the use of radio life-saving appliances; testing emergency lighting and low-location lighting where fitted; and exercising the procedures for marine evacuation systems up to the point preceding actual deployment.

2.3 Enclosed space entry and rescue drills

After consultation with the master, the PSCO may require an enclosed space entry and rescue drill, which should include the checking and use of the personal protective equipment required for entry; of communication equipment and procedures; of instruments for measuring the atmosphere in enclosed spaces; and of rescue equipment and procedures, together with instruction in first aid and resuscitation techniques.

2.4 Emergency steering drills

After consultation with the master, the PSCO may require an emergency steering drill, which should include direct control within the steering gear compartment, the communication procedure with the navigational bridge, and the operation of alternative power supplies where applicable.

2.5 Damage control plan, fire-control plan and pollution emergency plans

The PSCO may determine whether a damage control plan is provided and whether crew members are familiar with their duties and with the proper use of the ship's installations and equipment for damage control purposes. Officers may be asked to explain the action to be taken in various damage conditions, including the boundaries of watertight compartments, the openings therein with their means of closure, and the arrangements for correcting any list due to flooding. The PSCO may also determine whether a fire-control plan or booklet is provided, permanently exhibited, kept up to date and understood by crew members.

APPENDIX 12 — GUIDELINES FOR PSCOs ON THE ISM CODE

Corresponding to Appendix 8 of Resolution A.1206(34)

1. General

1.1 The ISM Code was adopted by resolution A.741(18) and amended by resolutions MSC.104(73), MSC.179(79), MSC.195(80), MSC.273(85) and MSC.353(92). It is mandatory through SOLAS 1974 regulation IX/3.

1.2 The flag State Administration is responsible for verifying compliance with the ISM Code and for issuing Documents of Compliance to companies and Safety Management Certificates to ships.

1.3 PSCOs do not perform safety management audits. ISM auditing is the responsibility of the flag State and the company. PSCOs conduct inspections of ships, which are a sampling process giving a snapshot of the vessel on a particular day. The SMS documentation is in the ship's working language, which may not be understood by the PSCO.

2. Application

The ISM Code applies to the following ships engaged on international voyages: all passenger ships including passenger high-speed craft; oil tankers, chemical tankers, gas carriers, bulk carriers and cargo high-speed craft of 500 gross tonnage and above; and other cargo ships and self-propelled mobile offshore drilling units of 500 gross tonnage and above.

3. Definitions

Term	Definition
DOC	Document of Compliance issued to a company which complies with the requirements of the ISM Code.
SMC	Safety Management Certificate issued to a ship, signifying compliance with the approved safety management system.
SMS	Safety management system — a structured and documented system enabling effective implementation of the company safety and environmental protection policy.
Objective evidence	Quantitative or qualitative information, records or statements of fact pertaining to safety or to the existence and implementation of an SMS element, which can be verified.
ISM-related deficiency	A technical and/or operational deficiency assessed by the PSCO to be objective evidence of a failure or lack of effectiveness of ISM Code implementation.

4. Inspections

4.1 During the initial inspection the PSCO shall verify that the ship carries the ISM certificates required by SOLAS 1974 chapter IX and the ISM Code, by examining the copy of the DOC and the SMC, and shall take into account that:

- a copy of the DOC should be on board, and is not required to be authenticated or certified;
- the SMC is not valid unless the operating company holds a valid DOC for that ship type;
- the validity of an Interim DOC should not exceed 12 months and that of an Interim SMC should not exceed 6 months;
- ROs may issue a short-term DOC or SMC not exceeding 5 months while the full-term certificate is being prepared; and
- where no technical or operational deficiencies are found during an initial inspection, there is no need to consider the ISM aspect.

4.2 Since the PSCO is not carrying out a safety management audit, the term "clear grounds" is not applicable in the ISM context. Clear grounds and a subsequent more detailed inspection exist only in respect of technical or

operational deficiencies. Where a more detailed inspection for technical or operational deficiencies is carried out, any deficiency found shall be considered by the PSCO, using professional judgement, to determine whether it shows a failure or lack of effectiveness of ISM Code implementation.

5. Follow-up action

Situation	Action
Technical or operational deficiencies which do not show a failure of ISM Code implementation	No ISM deficiency to be reported.
At least one non-detainable deficiency indicating a failure of ISM Code implementation	A non-detainable ISM deficiency is reported, with a requirement for corrective action within three months (action code 18 or 19).
Deficiencies which collectively warrant detention and indicate a serious failure of ISM Code implementation	A detainable ISM deficiency is reported, requiring a safety management audit by the Administration or RO before release.
At least one detainable deficiency indicating a serious failure of ISM Code implementation	A detainable ISM deficiency is reported, requiring a safety management audit before release from detention.
Minor typing errors in the DOC, Interim DOC, SMC or Interim SMC	Recorded as a technical deficiency; no ISM deficiency recorded.

Deficiencies warranting detention under the ISM Code are set out at paragraph 8.5.2 of this Circular.

6. Reporting

All technical and/or operational deficiencies shall be recorded as individual deficiencies in Form B. Where the PSCO concludes that deficiencies provide objective evidence of a failure, serious failure or lack of effectiveness of ISM Code implementation, an ISM deficiency shall be recorded by completing the ISM-related column of Form B.

APPENDIX 13 — GUIDELINES FOR PORT STATE CONTROL RELATED TO LRIT

Corresponding to Appendix 9 of Resolution A.1206(34)

1. LRIT equipment is required by SOLAS 1974 regulation V/19-1 for all passenger ships, cargo ships including high-speed craft of 300 gross tonnage and above, and mobile offshore drilling units, which are required to transmit LRIT position information at least every six hours. Ships fitted with AIS and operated exclusively within sea area A1 are not required to comply with LRIT.
2. During the initial inspection the PSCO should first establish the sea area in which the ship is certified to operate and then verify that the Record of Equipment (Form E, P or C) indicates LRIT as required, and that the equipment identified as the designated LRIT terminal is switched on. In the case of a recent transfer of flag, the PSCO may further ensure that a conformance test report has been re-issued or that a new conformance test has been carried out by the application service provider.
3. Clear grounds for a more detailed inspection include a defective main or emergency source of energy; information or indication that the LRIT equipment is not functioning properly; the absence of a conformance test report; and an indication in the record of navigational activities that the LRIT installation has been switched off without being reported to the flag Administration.
4. In case of doubt or of reports of malfunctioning, the PSCO may contact the flag Administration to determine whether the ship's LRIT information has been reliably relayed to the LRIT data centre. A more detailed inspection may comprise verification of the power supply connected to the main and emergency sources of energy; inspection of the record of navigational activities to establish if and when the installation was switched off; and confirmation that any conformance test report has been issued on behalf of the flag State.
5. Deficiencies warranting detention are set out at paragraph 8.5.1, items 18 and 19. PSCOs are advised that a ship should not be detained where the LRIT installation on board works but the shore-side installation or organization is not able to receive, relay or process the information.

APPENDIX 14 — GUIDELINES FOR PORT STATE CONTROL UNDER TONNAGE 1969

Corresponding to Appendix 10 of Resolution A.1206(34)

1. The International Convention on Tonnage Measurement of Ships, 1969, which entered into force on 18 July 1982, applies to new ships, being ships whose keels were laid on or after 18 July 1982, and to existing ships as from 18 July 1994.
2. The Administration may, at the request of the shipowner, use the gross tonnage determined in accordance with national rules prior to the entry into force of TONNAGE 1969 for certain ships, as provided in the applicable interim schemes. For ships to which an interim scheme applies, a statement to the effect that the gross tonnage has been measured in accordance with the national tonnage rules should be included in the "Remarks" column of the International Tonnage Certificate.
3. The PSCO shall take the following action where deficiencies are found in relation to TONNAGE 1969:
 - if a ship does not hold a valid International Tonnage Certificate, the ship loses all privileges of TONNAGE 1969 and the flag State shall be informed without delay;
 - if the required remarks and footnotes are not included in the relevant certificates on ships to which an interim scheme applies, the deficiency shall be notified to the master; and
 - if the main characteristics of the ship differ from those entered on the International Tonnage Certificate so as to lead to an increase in gross or net tonnage, the flag State shall be informed without delay.
4. The control provisions of article 12 of TONNAGE 1969 do not include provision for the detention of a ship holding a valid International Tonnage Certificate.

APPENDIX 15 — GUIDELINES FOR PSCOs ON CERTIFICATION OF SEAFARERS, MANNING AND HOURS OF REST

Corresponding to Appendix 11 of Resolution A.1206(34)

1. Application and documentation

SOLAS 1974 regulation V/14.2 applies to ships covered by SOLAS chapter I. STCW 1978, as amended, applies to seafarers serving on board seagoing ships. All passenger ships regardless of size, and all other ships of 500 gross tonnage or more, should have a minimum safe manning document or equivalent on board, issued by the flag State. The relevant documentation comprises: certificates of competency (CoC); certificates of proficiency (CoP); endorsements attesting recognition of a certificate; documentary evidence for passenger ship personnel; medical certificates; the minimum safe manning document; the muster list; the table of shipboard working arrangements and/or watch schedule; and the records of daily hours of rest.

2. Initial inspection

2.1 Seafarers' certificates and documents. The PSCO shall examine seafarer certificates and documents, verifying that seafarers hold the appropriate CoC, CoP and documentary evidence in accordance with chapters II, III, IV, V, VI and VII of STCW 1978, as amended, together with the relevant flag State endorsements. Certificates and endorsements issued as separate documents should each be assigned a unique number and should include a date of expiry not exceeding five years from the date of issue. A CoC or CoP issued by a State other than the flag State is required to be recognized by the ship's flag State, and an endorsement attesting recognition must be issued. Seafarers must have their original CoC on board, together with any original endorsements attesting recognition. Where an endorsement or CoC has expired or has not yet been issued, the flag State shall be informed in writing.

2.2 Manning. The PSCO shall verify that the numbers and certificates of seafarers serving on board are in conformity with the applicable safe manning requirements of the flag State, and that the vessel and its personnel conform to the provisions of SOLAS 1974 and STCW 1978.

2.3 Hours of rest. All persons assigned duty as officer in charge of a watch or as a rating forming part of a watch, and those whose duties involve designated safety, security and environmental protection duties, shall be provided with a rest period of not less than 10 hours in any 24-hour period and 77 hours in any seven-day period. The hours of rest may be divided into no more than two periods, one of which shall be at least six hours in length, and the interval between consecutive periods of rest shall not exceed 14 hours. The watch schedule shall be in a standardized format, easily accessible, and posted in the working language or languages of the ship and in English.

3. Clear grounds and more detailed inspection

The occurrences listed in STCW 1978 regulation I/4, paragraph 1.3, are factors leading to a more detailed inspection (see section 7.3.3). In a more detailed inspection the PSCO shall verify that seafarers are sufficiently rested and otherwise fit for duty, by comparing the records of daily hours of rest with the requirements of STCW 1978 for at least the seven-day period immediately prior to departure; verify a sufficient number of certificates to demonstrate that the vessel and crew composition comply with the MSMD and with STCW 1978; and verify that navigational and engineering watch arrangements conform to the requirements specified in the MSMD, in STCW 1978 regulation VIII/2 and in STCW Code section A-VIII/2.

4. Possible deficiencies

- No CoC, CoP, flag State endorsement or proof of application for an endorsement (STCW 1978 regs. I/4.2.1 and I/10).
- Mandatory basic or advanced training or endorsement not presented (STCW 1978 regs. VI/1, VI/3, VI/4 and VI/6).
- Evidence that the master or crew is not familiar with essential shipboard operations.
- No MSMD, or manning not in accordance with the MSMD (SOLAS 1974 reg. V/14; STCW 1978 reg. I/4.2.2).
- Unqualified person on duty (STCW 1978 reg. I/4.2.4).

- Watch schedule not posted or not being followed (STCW 1978 regs. I/4.2.3 and I/4.2.5).
- Absence of a table of shipboard working arrangements or of records of rest, or records which are inaccurate or incomplete (STCW Code A-VIII/1.7).
- A watchkeeper receiving less than 10 hours of rest in any 24-hour period or less than 77 hours in any seven-day period.

5. Detention

The deficiencies listed at paragraph 8.5.12 of this Circular are the only grounds on which a ship may be detained under STCW 1978. Before detaining a ship, the PSCO shall consider the factors set out at paragraph 8.2. Where more than one instrument is applicable, the PSCO shall decide which is the most appropriate to record the deficiency against.

APPENDIX 16 — GUIDELINES FOR PORT STATE CONTROL UNDER MARPOL ANNEX VI

Corresponding to Appendix 18 of Resolution A.1206(34)

1. Initial inspection

The PSCO should verify the validity of the International Air Pollution Prevention Certificate and its Supplement, the EIAPP Certificates and Technical Files where applicable, the International Energy Efficiency Certificate, the EEDI or EEXI Technical File, the SEEMP and, where applicable, the Onboard Management Manual for shaft power or engine power limitation, together with the Statements of Compliance for fuel oil consumption reporting and for the operational carbon intensity rating. The PSCO should also verify the ozone-depleting substances record book, the record book of engine parameters, the fuel oil changeover logbook and procedure, the bunker delivery notes for the preceding three years and the retained representative samples.

2. Fuel oil sulphur content

2.1 The PSCO should verify that the sulphur content of the fuel oil in use and carried for use does not exceed 0.50% m/m, or 0.10% m/m while operating within an emission control area, unless the ship is equipped with an approved equivalent means of compliance.

2.2 Where the master claims that it was not possible to obtain compliant fuel oil, the PSCO shall take into account regulation VI/18.2 and shall follow the guidance in MEPC.1/Circ.881 in reviewing the fuel oil non-availability report and the evidence presented, before determining the appropriate regulatory response.

2.3 Verification of the sulphur content by sampling shall follow the verification procedures in appendix VI to MARPOL Annex VI. Detention criteria are set out at paragraph 8.5.11, items 6 to 8.

3. Energy efficiency and carbon intensity

The PSCO should confirm that the ship maintains an updated SEEMP on board in accordance with MEPC.395(82), that the data supporting EEXI compliance are available and accurately recorded in accordance with MEPC.350(78), and that fuel oil consumption data have been reported in accordance with MEPC.348(78). Absence of the IEE Certificate, the EEDI or EEXI Technical File or the SEEMP is a detainable deficiency under paragraph 8.5.11, item 2.

4. Crew familiarity

The PSCO should determine whether the master and crew are familiar with the essential procedures for the operation of air pollution prevention equipment, including the incinerator, the exhaust gas cleaning system where fitted, the fuel oil changeover procedure and the applicable reporting requirements.

APPENDIX 17 — GUIDELINES FOR INSPECTION OF ANTI-FOULING SYSTEMS ON SHIPS

Corresponding to Appendix 19 of Resolution A.1206(34) and to resolution MEPC.357(78)

1. The right of the port State to inspect anti-fouling systems on ships is laid down in article 11 of the AFS Convention.
2. Ships of 400 gross tonnage and above engaged on international voyages, excluding fixed or floating platforms, FSUs and FPSOs, are required to undergo an initial survey before the ship is put into service or before the International Anti-fouling System (IAFS) Certificate is issued for the first time, and a survey when the anti-fouling system is changed or replaced. Ships of 24 metres in length or more but less than 400 gross tonnage engaged on international voyages are required to carry a Declaration on Anti-fouling Systems signed by the owner or authorized agent, accompanied by appropriate documentation such as a paint receipt or contractor's invoice, or containing an appropriate endorsement.
3. During the initial inspection the PSCO should check the validity of the IAFS Certificate or Declaration and of the attached Record of Anti-fouling Systems. The date of application of the paint shown on the IAFS Certificate should be checked against the period of dry-docking, which may be verified from the ship's logbook, the endorsement dates on the Cargo Ship Safety Construction Certificate, the Cargo Ship Safety Certificate or the Passenger Ship Safety Certificate, the class hull certificate, the manufacturer's declaration or confirmation from the shipyard.
4. The PSCO should confirm from the tick boxes on the IAFS Certificate the status of any anti-fouling system controlled under Annex 1 to the AFS Convention, including whether such a system has never been applied, has been removed, has been covered with a sealer coat, is not in the external coating layer, or was applied prior to 1 January 2023 and must be removed or covered with a sealer coat no later than 60 months following the last application of an anti-fouling system containing cybutryne.
5. Where there are clear grounds for believing that the anti-fouling system does not comply, a more detailed inspection may be carried out, comprising additional documentation, additional verification of the anti-fouling system, and/or sampling. Sampling and analysis shall follow one of the three cases set out in the Guidelines: Case A, analysis of organotin; Case B, analysis of cybutryne; or Case C, the simplified approach to detect both organotin and cybutryne.
6. Where a violation is established, it shall be documented and the report transmitted to the flag State. Detention criteria are set out at paragraph 8.5.13 of this Circular. The PSCO shall also interview crew members to assess familiarity with the AFS Convention requirements and check records of the application, maintenance and renewal of the anti-fouling system.

APPENDIX 18 — GUIDELINES FOR PSCOs ON SECURITY ASPECTS

Corresponding to Appendix 20 of Resolution A.1206(34)

1. General and application

1.1 This Appendix provides guidance to PSCOs on security aspects during inspections conducted under SOLAS 1974 regulation I/19, including PSCOs who are also duly authorized officers (DAOs) for the purposes of SOLAS 1974 regulation XI-2/9. It applies to control and compliance measures in respect of ships engaged in a ship/port interface at a port of Pakistan and required to comply with SOLAS chapter XI-2 and part A of the ISPS Code.

1.2 Nothing in this Appendix prevents the Government from taking measures having a basis in, and consistent with, international law to ensure the safety or security of persons, ships, port facilities and other property where a ship, although compliant with SOLAS chapter XI-2 and part A of the ISPS Code, is still considered to present an unacceptable security risk.

1.3 A distinction shall be maintained between the normal functions of a PSCO and the functions of a DAO. A PSCO who is not authorized as a DAO shall refer security clear grounds to the competent DAO without attempting to exercise powers reserved to a DAO.

2. Inspection of the ship

2.1 A port State inspection under SOLAS 1974 regulation I/19 may also count as control under SOLAS regulation XI-2/9.1.1. During the normal inspection the PSCO should observe and gain a general impression of the ship's overall security arrangements and should:

- .1 ask the master or ship security officer at which security level the ship is operating and confirm that it is at least the security level set for the port facility under SOLAS regulation XI-2/4.3;
- .2 verify that the International Ship Security Certificate or Interim ISSC is on board, valid and issued by the Administration, by an authorized recognized security organization, or by another Contracting Government at the request of the Administration;
- .3 identify the ship security officer designated by the Company and verify that the SSO holds the certificate of proficiency required by STCW 1978 regulation VI/5; and
- .4 when examining records, seek evidence that security drills have been carried out at appropriate intervals and that security exercises have been conducted.

2.2 PSCOs are not tasked to test the security system. Security aspects shall normally be considered only where they arise during the course of the PSCO's normal duties on board. The considerations in paragraph 3 are not a checklist and shall be applied using professional judgement, taking account of the security levels of both the ship and the port facility. Non-compliance with a single consideration does not necessarily establish a failure to comply with mandatory requirements.

3. Specific security aspects

The PSCO may observe, as applicable to the security level in force: the control of access points to the ship and the checking of the identity of persons seeking to board; for passenger ships, the designation of secure search areas in liaison with the port facility, the segregation of checked from unchecked persons and effects, the segregation of embarking from disembarking passengers, and the securing of access to unattended spaces adjoining passenger or visitor areas; the marking and control of restricted areas, including the securing of the bridge, engine-room, steering-gear spaces, machinery spaces and air-conditioning plants; the presence of deck watches or surveillance arrangements and the monitoring of landward and seaward approaches; the checking of ship's stores for signs of tampering before loading and their matching against the order; the checking of cargo, cargo transport units and cargo spaces before and during handling, verification against documentation, searches of vehicles before loading and checks of seals and other anti-tampering methods; and the screening or searching of unaccompanied baggage. At security level 2, additional measures such as limitation of access points, deterrence of waterside access, escorting of visitors, full or partial searches, more frequent monitoring of surveillance equipment, additional patrols and more detailed cargo and vehicle checks may be observed.

4. Clear grounds and action

4.1 Clear grounds in the security area may include: an invalid or expired ISSC or Interim ISSC; the SSO not holding a valid certificate of proficiency; the ship operating at a security level lower than that set for the port facility; required ship security drills not having been carried out; observations providing evidence that serious deficiencies exist in the security arrangements; the ship holding a subsequent, consecutively issued Interim ISSC under section A/19.4 of the ISPS Code; and, in the professional judgement of the PSCO, the purpose of requesting a further Interim ISSC being to avoid full compliance with SOLAS chapter XI-2 and part A of the ISPS Code beyond the permitted initial interim period. This list is not conclusive.

4.2 Where clear grounds are established, the PSCO shall immediately inform the DAO unless the PSCO is also authorized as a DAO. The DAO shall determine any further control and compliance measures under SOLAS regulation XI-2/9, taking account of the applicable security level and of the information found during the inspection. Measures may include inspection of the ship, delay, detention, restriction of operations including movement within the port, or expulsion from port. Any measure shall be proportionate, applied in accordance with the applicable authority, and notified as required.

4.3 The Ship Security Plan and other security-sensitive records are confidential. A PSCO shall not require access to the confidential provisions of the Ship Security Plan except where permitted under SOLAS regulation XI-2/9 and the ISPS Code and under the direction of the competent DAO, shall not test covert security arrangements, and shall not compromise the security of the ship.

5. Reporting and confidentiality

Security-related deficiencies and the action taken shall be recorded clearly in Form B using the applicable deficiency codes and references. Where control measures are imposed, the master shall be informed of the grounds and of the applicable appeal or review arrangements, and the flag State Administration and, where appropriate, the recognized security organization shall be notified. Information obtained during a security inspection shall be protected from unauthorized disclosure, and reports shall not contain unnecessary detail that could reveal vulnerabilities, security procedures or access arrangements.

6. Related IMO material

PSCOs and DAOs should consult, as applicable: resolutions MSC.136(76) and MSC.147(77) on performance standards for a ship security alert system; resolution MSC.159(78) on interim guidance on control and compliance measures to enhance maritime security; MSC/Circ.1072, MSC/Circ.1074, MSC/Circ.1097, MSC/Circ.1109/Rev.1, MSC/Circ.1110 and MSC/Circ.1111; MSC.1/Circ.1342 on shore leave and access to ships; resolution A.1106(29) on the onboard operational use of shipborne AIS; resolution A.959(23), as amended, on the Continuous Synopsis Record; and the relevant IMO circular letters concerning national contact points and information required under SOLAS regulation XI-2/13.

APPENDIX 19 — NATIONAL INSPECTION GUIDANCE: BWM, IMSBC AND HSC

Appendix 2 of Resolution A.1206(34) establishes no detainable deficiency criteria under the BWM Convention, the IMSBC Code or the HSC Code. The following is national inspection guidance issued by the Mercantile Marine Department. Findings under this Appendix shall be recorded as deficiencies against the appropriate instrument and may support detention only where they fall within a category listed at section 8.5 or where the ship is substandard within the meaning of section 7.5.

1. Ballast Water Management Convention

- Verify the validity of the International Ballast Water Management Certificate and the presence of an approved Ballast Water Management Plan (BWM 2004 reg. B-1) and Ballast Water Record Book (reg. B-2).
- Confirm that the ballast water management system is installed, operational and compliant with the D-2 standard, and that crew members are trained in its use.
- Check records of periodic tests, inspections, calibration and maintenance of the system to confirm ongoing functionality.
- Where sampling is undertaken, follow the standardized methods in BWM.2/Circ.42/Rev.2 and BWM.2/Circ.78 to confirm compliance with the D-2 discharge standard.
- Interview crew members to assess their understanding of the BWMP and of the system, and verify any exemption certificate and supporting documentation where the vessel operates in waters subject to an exemption.

2. IMSBC Code

- Document of Compliance for the carriage of solid bulk cargoes, where required, and the cargo declaration form.
- Cargo loading and unloading plan, and procedures aligned with the IMSBC Code.
- Transport document details, including the Group classification (A, B or C) and, for Group A cargoes, the moisture content and transportable moisture limit certificates.
- Provisions for cargo moisture control and temperature monitoring, ventilation and segregation requirements, and cargo handling equipment certification.
- Emergency response arrangements for hazardous bulk cargo.

3. HSC Code

- High-Speed Craft Safety Certificate and Permit to Operate High-Speed Craft, and compliance with the operational limitations specified therein.
- Route Operational Manual and Training Manual, and evidence that crew members are trained for HSC-specific emergency scenarios.
- Life-saving appliances, fire safety systems and damage control plans meeting HSC Code standards.
- Navigation equipment meeting HSC Code standards for high-speed operation, and manning documentation and crew qualifications.

4. IBC and IGC Codes — supporting documentation checks

In addition to the detainable criteria at paragraphs 8.5.3 and 8.5.4, the PSCO may verify the Cargo Record Book, the cargo operations manual, emergency response procedures, personal protective equipment, tank cleaning procedures, cargo compatibility documentation, records of cargo inspections and handling procedures, and crew training and awareness documentation for the handling of dangerous chemicals or liquefied gases.

APPENDIX 20 — CORRESPONDENCE WITH RESOLUTION A.1206(34)

This table maps the provisions of this Circular to the corresponding provisions of the Procedures for Port State Control, 2025, and is to be used as the primary compliance reference for internal audit, management review and IMO Member State Audit purposes.

This Circular	A.1206(34)	Remarks
<u>Section 1 — Preamble</u>	1.1, 1.3	Purpose and introduction; III Code linkage
Section 2.1 — Applicable instruments	1.2, 1.4	Application and provision for PSC
Section 2.2 — No more favourable treatment	1.5.1	—
Section 2.3 — Ships of non-Parties	1.5.2	—
Section 2.4 — Ships below convention size	1.6.1, 1.6.2	—
<u>Section 3 — Definitions</u>	1.7	Inserted at Revision 1
<u>Section 4 — Professional profile and qualifications</u>	1.8, 1.9	—
<u>Section 5 — General procedural guidelines</u>	2.1, 2.3	Inserted at Revision 1
<u>Section 6 — Selection of ships</u>	—	National targeting provision
Section 7.1 to 7.2 — Conduct and initial inspection	2.2	Electronic certificates added
Section 7.3 — Clear grounds	2.4	—
Section 7.4 — More detailed inspection	2.5	—
Section 7.5 — Substandard ship	3.1, 3.4	—
Section 7.6 — Submission of information	3.2, 3.3	—
<u>Section 8 — Detainable deficiencies</u>	3.5 and Appendix 2	Lists reproduced in full at Revision 1
<u>Section 9 — Detention of the vessel</u>	3.5.2, 2.3.7 to 2.3.11	National procedure under PMSO 2001 s.394
<u>Section 10 — Suspension of inspection</u>	3.6	Inserted at Revision 1
<u>Section 11 — Rectification of deficiencies</u>	3.7	—
<u>Section 12 — Release of the vessel</u>	3.7, 4.1.3	—
<u>Section 13 — Updating knowledge</u>	1.9.6	—
<u>Section 14 — Reporting requirements</u>	Chapter 4	24-hour rule identified as national
<u>Section 15 — Evaluation of performance</u>	—	III Code, part 3; national indicators

This Circular	A.1206(34)	Remarks
<u>Appendix 1 — Code of Good Practice</u>	Appendix 1	Inserted at Revision 1
<u>Appendix 2 — Certificates and documents</u>	Appendix 12	Parts A, B and C
<u>Appendices 3 and 4 — Forms A and B</u>	Appendix 13	Financial security and ISM columns added
<u>Appendix 5 — Form C</u>	Appendix 14	—
<u>Appendix 6 — Form D</u>	Appendix 15	—
<u>Appendix 7 — Form E</u>	Appendix 16 and Appendices 3 to 5	—
<u>Appendix 8 — Form F</u>	Appendix 17	—
<u>Appendices 9 and 10 — Forms G and H</u>	—	National forms under PMSO 2001 s.394
<u>Appendix 11 — Specific inspection activities</u>	Appendix 7	—
<u>Appendix 12 — ISM Code</u>	Appendix 8	—
<u>Appendix 13 — LRIT</u>	Appendix 9	—
<u>Appendix 14 — TONNAGE 1969</u>	Appendix 10	—
<u>Appendix 15 — Seafarers, manning and hours of rest</u>	Appendix 11	—
<u>Appendix 16 — MARPOL Annex VI</u>	Appendix 18	Inserted at Revision 1
<u>Appendix 17 — Anti-fouling systems</u>	Appendix 19	Inserted at Revision 1
<u>Appendix 18 — Security aspects</u>	Appendix 20	—
<u>Appendix 19 — BWB, IMSBC and HSC guidance</u>	—	National guidance; no IMO detention criteria
—	Appendices 3, 4, 5 and 6	Applied directly by reference; PSCOs shall consult the Resolution for MARPOL Annex I and II investigations and for more detailed structural and equipment inspections
—	Appendix 21	List of instruments relevant to PSC; applied directly by reference

Where any provision of this Circular is found to be inconsistent with Resolution A.1206(34) or with an applicable IMO instrument, the instrument and the Resolution shall prevail, and the inconsistency shall be reported to the Principal Officer, Mercantile Marine Department, for correction at the next revision.

END OF DOCUMENT

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