ST. VINCENT AND THE GRENADINES

MARITIME ADMINISTRATION

PROCEDURE FOR CHANGE OF MANAGEMENT

A change of management may be effected upon receipt of:

Administrative requirements:

1. Application for the Change of Management completed and signed
2. Minimum Safe Manning Application
3. New A.A.I.C./P.S.A. or confirmation from the present authority that they will remain responsible for the radio traffic accounts under the new management
4. Epirb Registration Form filled in
5. Settlement of fees

Technical Requirements:

Class and Statutory:

a. Confirmation from the Classification Society that the vessel is in class and has valid statutory certificates. The Classification Society should also confirm that the vessel's class and statutory certificates will be retained under the new management
b. Confirmation from authorized organization that interim SMC, ISSC and MLC / MLC Inspection Report are being issued

International Safety Management (ISM) code (when applicable):

c. ISM Document of Compliance (DOC)
d. ISM Code Declaration of Company

International Ship and Port Facility Security (ISPS) Code (when applicable):

e. Company Security Officer (CSO) and Designated Person Ashore (DPA) Declarations
f. CSR Form 2 to be completed showing changes

Maritime Labour Convention (MLC) (when applicable):

g. Application for the issue of DMLC Part I

MASTER AND OFFICERS: APPLICATION FOR THE ISSUE OF THE STCW 78, (AS AMENDED) ENDORSEMENT IF THEY ARE NOT IN POSSESSION OF THESE DOCUMENTS.

ALL SEAFARERS: APPLICATION FOR SEAMAN'S BOOK IF THEY ARE NOT IN POSSESSION OF SAME.

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