



**United States Coast Guard**  
**Marine Inspection Office Europe**



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**MARINE SAFETY INFORMATION BULLETIN (MSIB) 01-10 CHANGE 1**

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**Classification Society Attendance Notification Requirements for Vessels  
Enrolled in the USCG Alternate Compliance Program (ACP)**

This Advisory delineates the requirements and procedures for Authorized Classification Societies (ACS) when making notifications required by Navigation and Vessel Inspection Circular (NVIC) 02-95 Change-2 for vessels enrolled in the Alternate Compliance Program (ACP) in the USCG Activities Europe Officer in Charge of Marine Inspection (OCMI) Zone.

I. Notification of ACP ACS Attendance:

Enclosure 3 to NVIC 02-95 CH-2, "Responsibilities of Parties," paragraph 1.3 requires vessel owners and operators to contact the ACS when scheduling the following:

- Surveys required as a Condition of Classification,
- Surveys for issuing international convention certificates, and
- Surveys to verify compliance with requirements of the ACS's U.S. Supplement.

Except in the case of casualty damage or other unforeseen contingencies, owners should notify the ACS surveyor at least 14 days in advance of the commencement of a survey so as to allow for adequate notification by the ACS to the OCMI, Activities Europe.

Paragraph 2.6, of the same NVIC Enclosure, stipulates additional requirements for notification. Specifically, the ACS is required to notify the local OCMI whenever:

- A survey involves drydocking (i.e. periodical/special hull survey), Underwater survey in Lieu of Drydocking/In Water Survey, and/or internal structural examination (i.e. periodical/intermediate hull survey) - providing the completion/credit dates of drydock and internal structural exams; and
- Clearing a Coast Guard issued CG – 835.

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Additionally, ACSs are requested to notify Activities Europe whenever a survey is requested to coincide with a Port State Control attendance or is requested as part of a damage survey.

When providing notification of attendance (in accordance with Section I of this instruction) for a vessel enrolled in the ACP, ACSs are requested to utilize the online portal which is located at [http://www.uscg.mil/acteur/society\\_notification.asp](http://www.uscg.mil/acteur/society_notification.asp). E-mail notifications are not required if the request has been submitted via the on-line portal. USCG Activities Europe will respond via e-mail confirming receipt of the attendance notification, advising of additional requirements, and/or requesting further information. When using the on-line portal, please ensure that all of the applicable fields are properly and completely filled out.

The portal can also be accessed by visiting the Activities Europe website at <http://www.uscg.mil/acteur/>. Once on the homepage, click "Marine Inspection Requests" followed by "Authorized Classification Society Notification of ACP Vessel Attendance."

## II. Notifications Subsequent to Attendance

When a determination has been made that a vessel enrolled in the ACP or receiving certificates under the respective USCG-ACS MOA/MOU is not in compliance with class rules, applicable international conventions, or supplemental requirements under which its certificates were issued, the ACS shall immediately report the determination to the USCG. This includes instances where corrective action is either insufficient to ensure compliance, or is not taken, or are beyond any extensions allowable under the appropriate instruments.

The ACS shall promptly notify the Cognizant OCMI of any vessel or equipment condition that does not correspond substantially with the particulars of the Certificate of Inspection or is such that the vessel is not fit to proceed to sea without danger to the vessel, environment, or persons on board. A prompt notification provides the Coast Guard with the opportunity to conduct a timely investigation or examination as appropriate.

Further, the ACS shall immediately, prior to the vessel's departure from port, notify Activities Europe when any survey or audit reveals evidence of:

- An apparent violation of any applicable law or regulation on the part of an enrolled vessel's owner, operators, licensed/documented/credentialed crewmember (ex. presence of oily residue in a segregated ballast tank may be evidence of a violation of pollution prevention regulations);
- Previously unreported vessel damages; and
- Safety Management System major non-conformities. This includes the identification of deficiencies relating to possible safety management system failures that may lead to a report being raised under IACS PR17.

When providing notification in accordance with Section II of this instruction, for a vessel enrolled in the ACP, the ACS is requested to submit a report via e-mail to [acteurinspections@uscg.mil](mailto:acteurinspections@uscg.mil). This notification shall include an explanation of one or more of the following items;

- Details of the deficiencies found.
- Details of the damages found.
- Deficiencies relating to technical conditions which may lead to the limitation, suspension or withdrawal of a Class or Statutory Certificate;
- Deficiencies relating to documentation;
- Deficiencies relating to operational requirements;
- Deficiencies which may seriously affect the safety of ship, personnel or the environment.

USCG Activities Europe will respond via e-mail confirming receipt of the attendance notification, advising of additional requirements, and/or requesting further information.

### III. Notice of Marine Casualties

In the event of a marine casualty required to be reported by Title 46 CFR 4.05-1 and 46 CFR 4.05-10, owners, agents, masters, operators or persons-in-charge of a vessel involved shall make the report directly to the Coast Guard. For clarifying information regarding these notifications please refer to USCG Activities Europe MSIB 05-09 "Procedures for Providing Notification of Marine Casualties and for Post Casualty Repairs and Alterations."

In cases where the ACS is nominated to carryout surveys of damages, to assess the material condition of the affected vessel, and to approve repairs – ACSs are reminded to reference Enclosure 5 to NVIC 02-95 CH-2 in order to determine the appropriate approval authority for the various situations described therein. The "ACP Decision Management Matrix" has been added to this MSIB as Enclosure (1) for reference. In any event, ACS damage surveys shall be communicated through Activities Europe and coordinated with the corresponding marine casualty investigation.

For additional information or clarification regarding this Bulletin, please contact the USCG Activities Europe Chief of Inspections or ACP Liaison Officer at the above number or address.



J. S. KENYON

Captain, U.S. Coast Guard

Officer in Charge of Marine Inspection

ACP DECISION MANAGEMENT MATRIX

SITUATION TO BE CONSIDERED	Class surveyor	CG Marine Inspector	Class surveyor in Charge	OCMI	Class Survey Mgr.	Class Engineering	LORACS	Class Corp. Ofc	COMDT (G-PCV-1)
Routine Maintenance and Repairs	A								
Damage Repairs Not Affecting Fitness To Proceed Or Hazards To The Environment	A	I	C						
Damage Repairs Affecting Fitness To Proceed Or Hazards To The Environment	R	I	C	A	I				
Loss Of Life - Boat To Be Replaced With Life Rafts	R	I	I	A	C		I		
Permission enroll/continue in UWILD					R		I		A
Extensions Of Trading Certificates >90days			C		R		I		A
Unusual Conditions Of Damage, Perhaps Due To Design	C	C	C	C	I	R	I	A	C

R = Recommends, A = Approves, I = Informed, C = Consults