

## Guidelines for 'Ships On-Watch List'

### Guidelines for Placing a Vessel on the 'Ships On-Watch List'

1. If under Para 3.8.2 of the Memorandum of Understanding; a member wishes to place a vessel on the 'Ships On-Watch List', or similarly, if the Secretary receives an alert from another source. The Secretary should follow these guidelines.
2. The Secretariat should only accept alerts for posting on IOCIS from a member, or one of the following organisations.
  - a. The Secretariat of another MOU
  - b. A flag State
  - c. A classification society
3. The Secretary may include the following vessels in the 'Ships On-Watch List'. However, the Secretary may also include other vessels at the discretion of the Chairman.
  - a. Vessels that jump detention and proceed to sea without complying with the conditions agreed to by the authority of the port of inspection.
  - b. Vessels that fail to proceed to a nominated and agreed repair port.
  - c. Vessels whose PSC inspections by a member State are suspended in accordance with paragraph 4.6 of the Port State Control Procedures
  - d. Vessels having their certificate of class withdrawn or are suspended by their classification societies
  - e. Vessels detained three times or more during the previous 12 months, by Member Authorities of the IOMOU.
4. As a minimum, the Secretariat should receive the following information before placing the alert on IOCIS.
  - a. Name of ship
  - b. IMO No.
  - c. IMO Company Number.
  - d. The ship's flag State.
  - e. Name of organisation that initiated the alert.
  - f. Reason for the alert providing details,
  - g. The organisations reference for the alert, and
  - h. Date of issue of the alert.
5. On receiving the alert information, the Secretariat should file it under a unique IOMOU reference number.
6. The Secretariat should then arrange for the placing of the information on the IOSIS 'Ships On-Watch List' for alerting members.
7. If the Secretary has any concern in posting an alert on IOCIS, then the Secretary should discuss the issue with the Chairman.

8. Only the organisation initiating the alert can authorise an amendment, or its removal from the 'Ships On-Watch List'. On receipt of the authorisation to amend or remove the alert, the Secretariat is to file the authorisation under the unique IOMOU reference number, and then arrange for the requested action.
9. The Secretary, in conjunction with the Chairman has the discretion to remove an alert from the 'Ship on Watch List' if the entry is more than 12 months old.

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