

To,

Service Request for classification/certification for new construction

We request the management of AP Register of Shipping to instruct the Society's Surveyors to undertake Special Survey during New Construction and issue Certificates for the following Classification / Certification / Statutory services with appropriate Class notations. We agree to give the Surveyors necessary facility & access to carry out their duties at shipyard/subcontractor premises and as appropriate at works of suppliers of materials, components & equipments. We agree to pay the established fee or any variation there from which has been duly notified, and in addition any traveling and other expenses and applicable taxes, which may be incurred by the Surveyors in connection with the Survey.

1 GENERAL INFORMATION

Name of shipbuilder:		Yard / Hull No:	
Address:			
Name of designers (if other than shipyard)		Designers ID No if any:	
Subcontractor if any:		Proposed flag:	
Prospective owner		Port of registry:	
Address:		Area of operation:	
Date of contract for construction: (See note 2)	No of ships in this contract:	Optional no of ships in this contract (see note 3):	(Single/dual/double) Select Corresponding Classification Society:
Estimated / proposed dates for the sole / fAP CLASSt vessel* of the series			
Date of fabrication commenced:	Date of launching:		
Date of keel laying:	Date of delivery:		
In case of more than one ship in the contract use Annexure - I to fill the details of series / sister vessels			

* Applies to a new building contract having more than one vessel in the series, else details of the sole vessel to be filled

2 BILLING INFORMATION

[Name and details of person whom invoices are to be sent to be indicated]

Name &		Fax: No	
Address		Tel No.	
		E-mail id	

3 SHIP'S INFORMATION

Type of ship:					
Length (OA):	m	Length (BP):	m	Breadth (MLD):	m
Depth (MLD):	m	Draught	Scantling:	m	Estimated speed
			Design:	m	
Gross tonnage:		Estimated deadweight:		Tonnes	Estimated displacement
				Tonnes	Tonnes
Hull Material: Steel: , Aluminum: , FRP: , Others or Combination (Specify):					

4 NOTATIONS

Certificate required		Select
Desired Class	Characters of class & ship type	
Notations ¹ (See Paragraph 12 of terms & conditions)	Hull	
	Machinery	
	Descriptive notes:	

¹ - attach additional page in case needed

5 MACHINERY INFORMATION

Type of propulsion: Select					
Others (specify):					
No of Shaft lines: Select			Engines per Shaft: Select		
Main Engine:			Transmission: Select		
Make:			* Details of Gear Box (in case used)		
Model/Type: No of Engines: Power @ RPM:			Make:		
			Model:		
			Ratio:		
Propellers: Select			Steering Gear		
Manufacturer:			Manufacturer:		
Type:			Type/model:		
No:			Rating:		
Generators/Auxiliary Engines	Manufacturer:	Model/Type:	Power	@ RPM	Control system
					Local manual (L)
					Remote manual(R)
					Automatic (A)
	1				Select
2				Select	
3				Select	
4				Select	

Alternators	1				Select
	2				Select
	3				Select
	4				Select
Emergency generators	1				Select
	2				Select

6 OTHER MACHINERY

Machinery	Make	Model / Type	No	Controls
Main Boilers				Select
Auxiliary Boilers				Select
Air Compressors				Select
Air receivers				Select
GS/Bilge pump				Select
Bilge/Fire Pump				Select
Bow Thruster				Select
Stern Thruster				Select
Cargo Pumps				Select
External FI-FI pump				Select
Shaft Generator				Select
Incinerators				Select
Inert gas system				Select
Auto logging				Select
Bilge system				Select
Ballast system				Select
F.O system				Select
				Select
				Select
				Select
				Select

7 DETAILS FOR LOAD LINE

Type of Freeboard	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> B+ <input type="checkbox"/> B-60 <input type="checkbox"/> B-100	Timber Freeboard	<input type="checkbox"/> YES <input type="checkbox"/> NO
Ship Type: Select	Intended Freeboard mm	Multiple Load Line	<input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO

8 DETAILS OF PLAN SUBMISSION

Require Electronic Plan Appraisal for the Project (Refer Annexure-II for Terms and Conditions for E-Plan Approval)	<input type="checkbox"/> YES <input type="checkbox"/> NO
Contact details of Yard Administrator (To whom E-Plan login details would be sent)	
Name :	E-mail ID :
Phone :	

Note: The request may be submitted to the nearest AP CLASS survey station.

In case some information is not available while submitting this form the same may be indicated as NOT DECIDED.

9 STATUTORY APPROVAL / CERTIFICATION#

A. Ballast Water Management

||Ballast water management certification ||
Voluntary compliance certification

B. Crew Accommodation

||ILO 133 Crew Accommodation ||ILO 92 Crew Accommodation ||MS (Crew Accommodation) Rules
 ILO MLC 2006
 ILO MLC 2006 (voluntary)

C. Load line

||International Load line ||Load line Voluntary compliance ||India Load line ||Stability Review

D. SAFCON

||Cargo Ship Safety Construction Certificate ||SAFCON Voluntary compliance

E. SEQ

||Cargo Ship Safety Equipment Certificate ||SEQ Voluntary compliance.

F. SRT

||Cargo Ship Safety Radio Certification ||SRT Voluntary compliance

G. MARPOL Annexure I (OIL)

||MARPOL Annexure I ||MARPOL Annexure I Voluntary Compliance

H. MARPOL Annexure II (Noxious)

||MARPOL Annexure II (Noxious Liquids)
||MARPOL Annexure II - Voluntary Compliance

I. MARPOL Annexure IV (Sewage)

||MARPOL Annexure IV (Sewage)
||MARPOL Annexure IV - Voluntary

Compliance

J. MARPOL Annexure V (Garbage)

||MARPOL Annexure V (Garbage)
||MARPOL Annexure V - Voluntary Compliance

K. MARPOL Annexure VI (Air Pollution)

||MARPOL Annexure VI (Air Pollution)
||MARPOL Annexure VI - Voluntary Compliance

L. Tonnage

||International Tonnage Certificate (1969)
||Suez Canal Tonnage ||Panama Canal Tonnage ||
Other Tonnage [Specify]

M. Passenger Ship

||Passenger Ship Safety ||Passenger Ship Safety (Govt of India) Class ||Special Trade Passenger Ship

N. OTHERS

AFS
||Cargo Securing Manual ||Code of safety for Special Purposes Ships (SPS)
 HSC Code
||International Bulk Chemicals Code ||
International Gas Carrier Code ||Fishing Vessel Safety (Torremolinos)
 IMSBC Code
||Carriage of Dangerous Goods

9 STATUTORY APPROVAL / CERTIFICATION#

O. Non Convention Vessels

Cargo Ship Construction Certificate
 Cargo Ship Equipment Certificate
 Cargo Ship Radio Certificate Cargo
 Ship Sewage Pollution prevention
 Ship Security Certificate River Sea
 Vessel Certification

P. Other Non Convention Vessel Certificates

All statutory approvals and certification is subject to authorisation from flag administration
 Additional Statutory Certification/ Approval if any would be intimated separately

Terms and Conditions

1. All the applicable requirements of the Rules and Regulations of Indian Register of Shipping (herein referred to as AP CLASS) and Statutory Regulations, as applicable, will be complied with unless specific dispensations are obtained.
2. The date of “contract for construction” of a vessel is the date on which the contract to build the vessel is signed between the prospective owner and the shipbuilder. This date and the construction numbers (i.e. hull numbers / yard numbers) of all the vessels included in the contract are to be declared to AP CLASS by the party applying for the assignment of class to a new building.
3. The date of “contract for construction” of a series of vessels, including specified optional vessels for which the option is ultimately exercised, is the date on which the contract to build the series is signed between the prospective owner and the shipbuilder.

The vessels built under a single contract for construction are considered a “series of vessels” if they are built to the same approved plans for classification purposes. However, vessels within a series may have design alterations from the original design provided:

- (1) Such alterations do not affect matters related to classification, or
- (2) If the alterations are subject to classification requirements, these alterations are to comply with the classification requirements in effect on the date on which the alterations are contracted between the prospective owner and the shipbuilder or,

In the absence of the alteration contract, comply with the classification requirements in effect on the date on which the alterations are submitted to AP CLASS for approval.

The optional vessels will be considered part of the same series of vessels if the option is exercised not later than 1 year after the contract to build the series was signed.

4. If a contract for construction is later amended to include additional vessels or additional options, the date of “contract for construction” for such vessels is the date on which the amendment to the contract is signed between the prospective owner and the shipbuilder. The amendment to the contract is to be considered as a “new contract” to which 1 and 2 above apply.
5. If a contract for construction is amended to change the ship type, the date of “contract for construction” of this modified vessel, or vessels, is the date on which revised contract or new contract is signed between the Owner, or Owners, and the shipbuilder.
6. Construction will be carried out using necessary documents duly approved by AP CLASS.

7. AP CLASS approval for all procedures e.g. welding, moulding, NDE etc. requiring pre-qualification for quality assurance will be obtained.
8. No repair AP CLASS will be carried out without the concurrence of the attending Surveyors.
9. Suppliers of machinery, equipment and components, required to be manufactured / fabricated under AP CLASS inspection as per the Rules & Regulations, will be instructed to manufacture /fabricate and supply the same (prior to installation) under inspection of AP CLASS Surveyors.
10. AP CLASS will be the final authority for interpretation of the appropriate AP CLASS Rules for Classification.
11. Two sets of "As Fitted" plans of the hull and machinery for each Yard will be submitted to AP CLASS on completion.
12. The desired notations will form the basis of our evaluation of the ship's design and construction. However, the assignment of the desired Class Notation to the ship is subject to satisfactory compliance with the appropriate rules and regulations, in both the design and construction of the ships and, therefore, can be finalized only after examination of the specific documents & satisfactory completion of surveys in compliance with the Rules.
13. Classification / Certification may be withheld or, if already granted, may be withdrawn in the event of any noncompliance with the Rules & Regulations, including in the event of non-payment of any fee due to AP CLASS.
14. The total fee is normally payable in five equal installments, each at the following stages: - Approval of Midship Section, Commencement of fabrication, Keel laying, Launching & Delivery. Deviation from this payment scheme is admissible only under prior agreement.
15. Certification of work progress at the shipyard is outside the scope of classification; however, on the shipbuilders' request such certificates can be issued for an additional nominal fee. Such certificates will be in the form of a factual statement after verification of the progress against details submitted by the builders and only if the work has been completed as per AP CLASS Rules. These certificates are not to be construed to reflect any monetary value of the construction.
16. Whilst AP CLASS and its Management use their best endeavors to ensure that the functions of AP CLASS are properly carried out, in providing services information or advice neither AP CLASS nor any of its servants or agents warrants the accuracy of any information or advice supplied. Except as set out herein neither AP CLASS nor any of its servants or agents (on behalf of each of whom AP CLASS has agreed this clause) shall be liable for any loss damage or expense whatever sustained by any person due to any act or omission or error of whatsoever nature and howsoever caused in any information or advice given in any way whatsoever by or on behalf of AP CLASS, even if held to amount to a breach of warranty. Nevertheless, if any person uses services of AP CLASS, its servants or agents or any negligent inaccuracy in information or advice given by or on behalf of AP CLASS then AP CLASS will pay compensation to such person for his proved loss up to but not exceeding the amount of the fee charged by AP CLASS for that particular service, information or advice.
17. Any notice of claim for loss, damage or expenses as referred to above shall be made in writing to AP CLASS Head Office within six months of the date when the service, information or advice was provided, failing which all the rights to any such claim shall be forfeited and AP CLASS shall be relieved and discharged from all liabilities.
18. AP CLASS renders all its services with complete confidentiality in respect of its clients' technical and commercial data in totality. Disclosure of all such information is subject to the written consent from the owner of the information, subject to applicable legal and statutory requirements and obligations.

On behalf of

Signature:

Name:

Designation:

Place:

Date:

Stamp:

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FOR AP CLASS USE ONLY

Date of Receipt in AP CLASS	Project ID Assigned

Authorised Review at AP CLASS Survey Station [Signature, Name, Designation]	Head Office [Signature, Name, Designation]

Record of Amendments to Survey Request

Sr. No.	Date	Detail of Amendment	Reference	Acceptance Endorsement
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Notes:

1. The above table is to be used to record all changes to Survey Request e.g. Rules to be followed, changes in class notations etc.
2. Column "Reference":
 - a. In case of verbal amendment, record the date of discussion and the names of the persons agreeing to the amendment.
 - b. In case of written communication, the letter number & date.
3. Column "Acceptance Endorsement":
 - a. Must be signed by the relevant departmental heads or his authorised representative, at the Head Office and Survey Station as required by the Quality Management System.
 - b. In case the amendment request from the ship builder was verbal then the Survey Station shall ensure that the Shipbuilder's representative requesting the change signs this off.
4. A copy of this amendment sheet, duly signed off as above, must be maintained at Head Office and Survey Station,

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accepting AP CLASS electronic plan appraisal scheme, the customer agrees that, the plans downloaded would not be tampered with. Any plan found to be tampered intentionally or unintentionally would be considered invalid and any tampering of plans would be considered as a breach of contract.

3. The plans last uploaded by AP CLASS (excluding the returned ones) in the e-plan server will be the valid version for conducting the survey. If a new revision of the plan is submitted to AP CLASS, which is not reviewed, the older reviewed revision (excluding the returned ones) will be considered as the final one.
4. By agreeing to AP CLASS electronic plan approval, the customer agrees to provide a colour print of the approved plan to the attending surveyor well before he begins the survey.
5. AP CLASS would take utmost care in preserving the uploaded data in e-plan website with complete confidentiality in respect of the client's technical and commercial data in totality, subject to legal and statutory obligations and requirements. However, it is the customer's responsibility to preserve the login information for his projects in the website. AP CLASS will not be held responsible for the loss of intellectual property due to any misuse at the customer's end.
6. The plans submitted to the e-plan web site would be viewed / downloaded only to the User ID through which the plan is submitted. In case the customer requests additional User IDs for consultant/designer to submit plans on their behalf; it would be the responsibility of the customer to get the AP CLASS reviewed plans from the consultant/designer.