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To,

CLASSIFICATION SOCIETIES/RECOGNIZED ORGANIZATIONS WHICH ARE NOT MEMBERS OF THE INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES

SUBJET: REPORTING OF ISSUED CERTIFICATES

1. Purpose

- 1.1. The purpose of this Circular is to inform all Recognized Organizations about the procedures which shall be followed when a certificate on behalf of this Administration is issued.
- 1.2. This Circular aims to maintain the condition of all Comorian vessels in high levels contributing to the minimization of a possible accident.

2. Reporting of Certificates

- 2.1. The Recognized Organization shall report in no later than three (03) working days from the completion of the relevant Survey/Audit the following items:
 - 1.1.1. Copies of the issued/endorsed Certificates;
 - 1.1.2. Copies of Cover Pages and Approval Letters of the Manuals which were approved.
- 2.2. All Recognized Organizations shall report within the first three (03) working days of each month using the form "ROREP" a list with the Certificates and/or Approval Letters which were issued on behalf of this Administration
- 2.3. In case of suspension of Class or transfer of Class or cancellation of any Statutory Certificate(s), the Recognized Organization shall immediately inform this Administration about its action by making known the reason of the withdrawal and the contact details of the Managers of the vessel.



3. Contact

Should you require any additional information, you may contact our Technical Department as provided below:

PIC: Ayaz Burud

E-mail: info@nta.gov.km

Tel. (Office hours): +2697739779

Emergency: +2693437145

We take this opportunity to reassure that human life, marine environment and property are always considered as a priority for the Maritime Administration of Comoros which is committed to the safety of the maritime industry and the users around the world.



Maritime Affairs Department

Said Salim
Registrar