



TD-IMM-GOB001-25 IMMARBE OCCASIONAL SURVEY PROGRAM

TO: RECOGNIZED ORGANIZATIONS, SHIP OWNERS/ISM OPERATORS,
DEPUTY REGISTRARS, GENERAL SAFETY INSPECTORS.

TITLE: IMMARBE OCCASIONAL SURVEY PROGRAM

Circular Superseded: PARIS and TOKYO MOU POLICY
(Circular Letter No. TD-IMM-GOB001-24r1 & TD-IMM-GOB002-24) Revision No.: N/A
ISSUE DATE: 23 May 2025

1. REFERENCE

- 1.1 MMN-25-004: Instructions to ROs on Port State Control (PSC) Detentions
- 1.2 MMN-25-006: Procedure for Handling Port State Control Inspections and Detentions
- 1.3 MMN-24-003r2: Guidance for Issuance of Short-term, Provisional, Extended Certificates
- 1.4 S.I. Number 56 of 1999 (Disciplinary Regulations, 1999)

2. INTRODUCTION

- 2.1 The International Merchant Marine Registry of Belize (IMMARBE) is committed to enhancing the quality of our Belize Flagged ships and ensuring compliance with international standards. To achieve this, we aim to eliminate sub-standard shipping within our fleet and continuously improve our performance in the various MoUs. In light of this commitment, the Administration has decided to revoke its existing Paris and Tokyo MoU Policies "Circular Letter No. TD-IMM-GOB001-24r1 PARIS MOU POLICY and TD-IMM-GOB002-24 Tokyo MOU POLICY" and introduce a General PSC Occasional Survey Policy. This new Policy will apply to all vessels subject to PSC Inspections, irrespective of MoU trading area.

3. PURPOSE

- 3.1 The primary purpose of this policy is to provide clear and comprehensive instructions to all operators and Recognized Organizations (ROs)/Recognized Security Organizations (RSO) of Belize flagged ships across all MoUs. By implementing this policy, we aim to:
- a) Prevent further PSC detentions by ensuring vessels meet international standards.
 - b) Streamline actions to address ship conditions and rectify issues that may lead to detention.
 - c) Outlines conditions for acceptance of new registration based on PSC performance history.

4. APPLICATION

This circular applies to:



- 4.1 All Belize-flagged vessels engaged in commercial activities and subjected to Port State Control Inspection (PSCI) as defined in Resolution A.1185(33) Procedures for Port State Control.
- 4.2 This policy does not override or invalidate any other Notices, Memos, or Advisories previously issued by this Administration.

5. Exemptions:

5.1 The following vessels shall be exempted from the requirements of this notice:

- Vessel registered for Single delivery Voyages
- Ships not propelled by mechanical means
- Pleasure yachts not engaged in trade
- Mobile Offshore Drilling Units (MODU)
- Fishing Vessels

6. NEW REGISTRATION

- 6.1 A SOLAS class vessel of less than 25 years of age with no more than one (1) detention in the past 36 months may be accepted for registration, provided the vessel is certified by an IACS member or a High-Performance Non-IACS Member, in accordance with the latest Paris and Tokyo MoUs RO Performance List.
- 6.2 A vessel with two (2) detention in the past 36 months, but no more than one (1) detention in any consecutive twelve (12) month period, may be accepted for registration under the condition that it is entered into IMMARBE's Occasional Survey Program for a period of 24 months.
- 6.3 In line with the implementation of IMMARBE's New Vessel Age Policy (as detailed in Registration Note – IMM 005 25), vessels exceeding 25-years threshold with no PSC Detention in the past 36 months may still be considered for registration; however, this will be assessed on an individual basis. Approval from the Administration will be required, along with the completion of a satisfactory pre-registration Flag State Inspection (FSI) at the owner's expense. This approach allows us to evaluate each vessel's specific circumstances while upholding our commitment to safety and adherence to regulatory standards.

7. NOTICE OF WARNING AND OCCASIONAL SURVEY PROGRAM

- 7.1 From the date of this notice, any vessel detained will receive a Notice of Warning and immediately enter the occasional survey program in accordance with the scenarios listed in section 7.5 of this circular for a cumulative period of 24 months starting from the date of the detention.
- 7.2 This occasional survey will be conducted by the RO in charge of Statutory Certification. In cases of mixed ROs, the RO in charge of the statutory certificates will oversee the Occasional Survey program.
- 7.3 Upon satisfactory completion of the Occasional Survey, the RO shall issue a Statement of Compliance (SoC) with a validity of six (6) months confirming the satisfactory result of the Occasional Survey performed.
- 7.4 The Occasional Survey can be advanced to coincide with the annual, intermediate, or renewal survey, but it may not be delayed for these same reasons.



7.5 The scope of the occasional survey shall be equivalent to an Annual Mandatory Survey in compliance with International and National requirements. If deficiencies are found, the RO must report these findings immediately to IMMARBE with evidence of corrective actions. If the deficiency cannot be rectified before the departure, the RO shall follow the guidance set forth in [MMN-24-003 \(in its latest revision\)](#) concerning Guidance for Issuance of Short-term, Provisional, Extended Certificates.

7.6 Scenarios:

1. The first occasional survey:

- i. The first occasional survey shall be completed at the Port of Detention. However, the administration may allow vessels to complete surveys at the next port of call in exceptional circumstances.

2. The Second occasional survey:

- i. If the mandatory survey is due after detention, the second Occasional Survey will be combined with the mandatory survey.
- ii. If the mandatory survey was completed before the detention, the second occasional survey shall be performed six (6) months after the last mandatory survey to align with the next mandatory survey.
- iii. After the second occasional survey, all subsequent occasional surveys will be performed every six (6) months until the program is complete.

8. OPERATOR RESPONSIBILITY - REPORTING OBLIGATIONS

- 8.1 Operators/owners must ensure that their vessels are made available for the mandatory occasional survey well in advance of the due date and to communicate these arrangements with the RO.
- 8.2 Operators/owners are responsible for covering any expenses associated with the occasional survey.
- 8.3 Failure to comply with this notice will result in punitive measures as defined in sections 10 and 11.

9. RO RESPONSIBILITIES

- 9.1 ROs must ensure that vessels under the OSP are inspected every six months as required by this policy.
- 9.2 After completion of each occasional survey the RO must issue a Statement of Compliance (SoC) and submit a copy of same along with the Survey Report, supported with photo report(s) to inspections@immarbe.com.
- 9.3 All ROs must establish appropriate mechanisms to be notified of each occasional survey due date and inform owners at least 30 days before the date.
- 9.4 The RO shall report to the Administration if an OSP cannot be completed by the due date, or if the owners/operators fail to cooperate in arranging the OSP, at least 15 days before the due date to allow for flag intervention.
- 9.5 Such mechanisms shall be subjected to audit by the Flag State Administration.



10. NONCOMPLIANCE

10.1 Vessel that fails to complete the occasional survey program or are detained while included in the program will be subjected to disciplinary actions in accordance with our Statutory Instrument 56 of 1999 (Disciplinary Regulations, 1999) as seen below.

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| i. | Failure to make vessel available for Occasional Survey: | Fine |
| ii. | Detention within 18 months of entering the program: | Cancellation |
| iii. | Detention between 18 and 24 months of entering the program: | Fine |
| iv. | Detained 3 times in 36 months: | Cancellation |

10.2 If the RO fails to complete the required occasional survey, or if the vessel is detained ninety (90) days after RO attendance, the detention will be attributed to the responsible RO as per our [MMN-25-005](#) "Attributing Port State Control Detentions to Recognized Organizations" in its latest revision.

11. FINES

Guidelines for the imposing fines for detained vessels are as follows:

- 11.1 \$5,000 – \$10,000: Any vessel detained between 18 and 24 months of being included in the Occasional Survey Program.
- 11.2 \$5,000: Failure to make arrangement for Occasional Survey Program.

12. REQUIREMENTS

12.1 The Administration encourages all Shipowners, Operators, Deputy Registrars, and Recognized Organizations to review and comply with the contents of this Circular and to ensure that its provisions are enforced on vessels registered with IMMARBE.

The Circular was issued in Belize City, Belize, on 23 May 2025.

Eng. Eduardo Simon
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IMMARBE



Mr. Paul Gersok
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Any queries related to this Notice shall be directed to
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