

Ref No. : 20/01925/COMDate : 09.07.2020Page : 2 (Two)**To,****OWNERS/MANAGERS, DEPUTY COMMISSIONERS (DCs),  
COMPANY SECURITY OFFICERS (CSOs), RECOGNIZED ORGANIZATIONS (ROs)****SUBJET: Continuous Synopsis Record (CSR)****REFERENCE : IMO Safety of Life at Sea (SOLAS) Convention, Regulation XI-1/5 as amended  
IMO Resolution A959 (23)  
Resolution MSC.198 (80)****1. Purpose**

The purpose of this Circular is to establish guidelines with regards to the Continuous Synopsis Record (CSR) as required by SOLAS Regulation XI-1/5, IMO Resolution A959 (23) and Resolution MSC.198 (80).

**2. Application****The CSR Document applies to:**

- All passengers ships,
- Cargo ships of 500 GT and above,
- Self-Propelled Mobile offshore drilling units (MODU).

**The CSR Document does not apply to:**

- Government-operated ships used for non-commercial purposes,
- Cargo ships of less than 500 GT,
- Ships not propelled by mechanical means,
- Wooden craft of primitive origins,
- Private pleasure yachts not engaged in trade,
- Fishing vessels.

**3. General**

- Vessels that are not required to comply with the ISPS Code may apply voluntarily for the issuance of a CSR,
- Application for CSR shall be submitted prior the Permanent Registration of the Vessel,
- When a Change of Vessel's name and/or Vessel's Ownership and/or Bareboat Charterer and/or Recognized Organization and/or Classification Society and/or Vessel's Particulars and/or Application for Deletion, Owners/Operators/Managers occurs an application for CSR should be submitted to this Administration, immediately.

#### 4. Procedure

- Each request for a CSR should be submitted by the Owner or Managing Company to any DC or this Administration's Head Office.
- Each request should be accompanied by clear scanned copies of the following documentation:
  - Application Form, duly completed,
  - Valid Class Certificate,
  - Valid Document of Compliance (DOC),
  - Valid Safety Management Certificate (SMC),
  - Valid International Ship Security Certificate (ISSC),
  - Previous and/or last CSR (when applicable)
  - Confirmation of payment / acceptance of quote.

#### 5. 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/](mailto:info@nta.gov.km/) [info@comorosmaritime.org](mailto:info@comorosmaritime.org)**

**Tel. (Office hours): +2697739779**

**Emergency: +2693437145**

