

Guide to Ship Registration and Related Matters



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PREFACE

This document is a guide to the policies and procedures for ship registration and related matters in the Nigerian Register of Ships.

Registration is required under International Law to give nationality to ships as stipulated in the United Nations Convention on Law of the Sea - Article 91 & 92. Each Flag State has jurisdiction over vessels on its Register and sets out its requirement for registration under its laws. It also implements relevant regulations through various statutory instruments based on international conventions and standards (e.g. SOLAS, STCW, MARPOL and MLC).

This guide book would provide a useful insight to prospective Clients, Ship owners both local and international, Ship Agents and vessel Managers who are desirous of leveraging on the opportunities in the Nigerian maritime ecosystem.

Dr. Dayo Mobereola
Director General/ CEO

LIST OF ACRONYMS

CAC	- Corporate Affairs Commission
CLC	- Civil Liability Convention
CSD	- Cabotage Services Department
CTC	- Certified True Copy
GMDSS	- Global Maritime Distress and Safety System
ILO	- International Labour Organization
IMO	- International Maritime Organization
ISM	- International Safety Management
ISPS	- International Ship and Port Facility Security
LRIT	- Long-Range Identification and Tracking
MARPOL	- The International Convention for the Prevention of Pollution from Ships
MLC	- Maritime Labour Convention
MLSD	- Maritime Labour Services Department
MEMD	- Marine Environment Management Department
MMSI	- Maritime Mobile Service Identity
MSA	- Merchant Shipping Act
MSSSD	- Maritime Safety and Seafarers Standard Department
NIMASA	- Nigerian Maritime Administration and Safety Agency
NSRO	- Nigerian Ship Registration Office
PDSC	- Power Driven Small Craft
SOLAS	- Safety of Life at Sea
SPOMO	- Suppression of Piracy and Other Maritime Offences
STCW	- Standards of Training, Certification, and Watchkeeping





NIGERIA AT A GLANCE

- The Federal Republic of Nigeria comprises 36 states and a Federal Capital Territory (FCT), Abuja.
- Has an estimated population of 212 million people.
- Is located in West Africa sub-region, on the Gulf of Guinea, and has a total area of 923,768 sq km (356,669 sq miles), making it the world's 32nd largest country.
- Is located approximately between latitude 9° 00'N and longitude 8° 00'E.
- Has a Territorial Sea of 12 Nautical Miles (nm) from the baseline, contiguous sea of 24nm, an Exclusive Economic Zone of 200nm and an extended continental shelf of up to 220nm.
- Nigeria's coastline is about 850 km long.
- Is bounded to the north by Niger, on the east by Chad and Cameroon, on the south by the Gulf of Guinea of the Atlantic Ocean, and on the west by Benin Republic.
- Offers a range of maritime services and facilities in the maritime industry. Nigeria has been established as the leading maritime hub in the West and Central African Region with its vast maritime domain.
- As a Flag state, it effectively exercises jurisdiction and control in administrative, technical and social matters over ships flying its Flag.
- As a Coastal State, it has unfettered jurisdiction over operations in its Exclusive Economic Zone.



THE NIGERIAN MARITIME ADMINISTRATION AND SAFETY AGENCY (NIMASA)

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WE ARE NIMASA

The Nigerian Maritime Administration and Safety Agency (NIMASA) is the apex regulatory and promotional maritime agency in Nigeria established by the NIMASA Act 2007, following the merger of National Maritime Authority (NMA) and Joint Maritime Labour Industrial Council (JOMALIC) on 1st August 2006.

OUR MISSION

To achieve and sustain safe, secure shipping, cleaner oceans and enhanced maritime capacity in line with the best global practices towards Nigeria's economic development.

OUR VISION

To be the leading maritime administration in Africa, advancing Nigeria's global maritime goals.

OUR MANDATE

NIMASA is empowered through its enabling legal instruments to:

1. Promote the development of indigenous commercial shipping in the international and coastal shipping trade.
2. Regulate and promote maritime safety, security, marine pollution and maritime labour.

NIMASA's Functions

- Pursue the development of shipping, and regulate matters relating to merchant shipping and seafarers.
- Administer the registration and licensing of ships.
- Regulate and administer the certification of seafarers.
- Establish maritime training and safety standards.
- Regulate the safety of shipping as regards the construction of ships and navigation.
- Provide search and rescue services.
- Provide directions and ensure compliance with vessels' security measures.
- Carry out air and coastal surveillance.
- Prevent and Control Marine Pollution.
- Provide direction on qualification, certification, employment and welfare of maritime labour.
- Develop and implement policies and programmes to facilitate local capacity growth in ownership, manning and construction of ships and other maritime infrastructure.
- Enforce and administer the provisions of the Cabotage Act, 2003.
- Perform Flag, Port, and Coastal States duties.
- Receive and remove wrecks.
- Provide National Maritime Search and Rescue Services.
- Provide maritime security; and
- Establish the procedure for implementing the International Maritime Organization (IMO) Conventions, the International Labour Organization (ILO), and other International Conventions to which the Federal Republic of Nigeria is a party on maritime safety and security, maritime labour, commercial shipping and also for the implementation of codes, resolutions and circulars arising therefrom.



THE NIMASA STRATEGIC TRANSFORMATION PILLARS

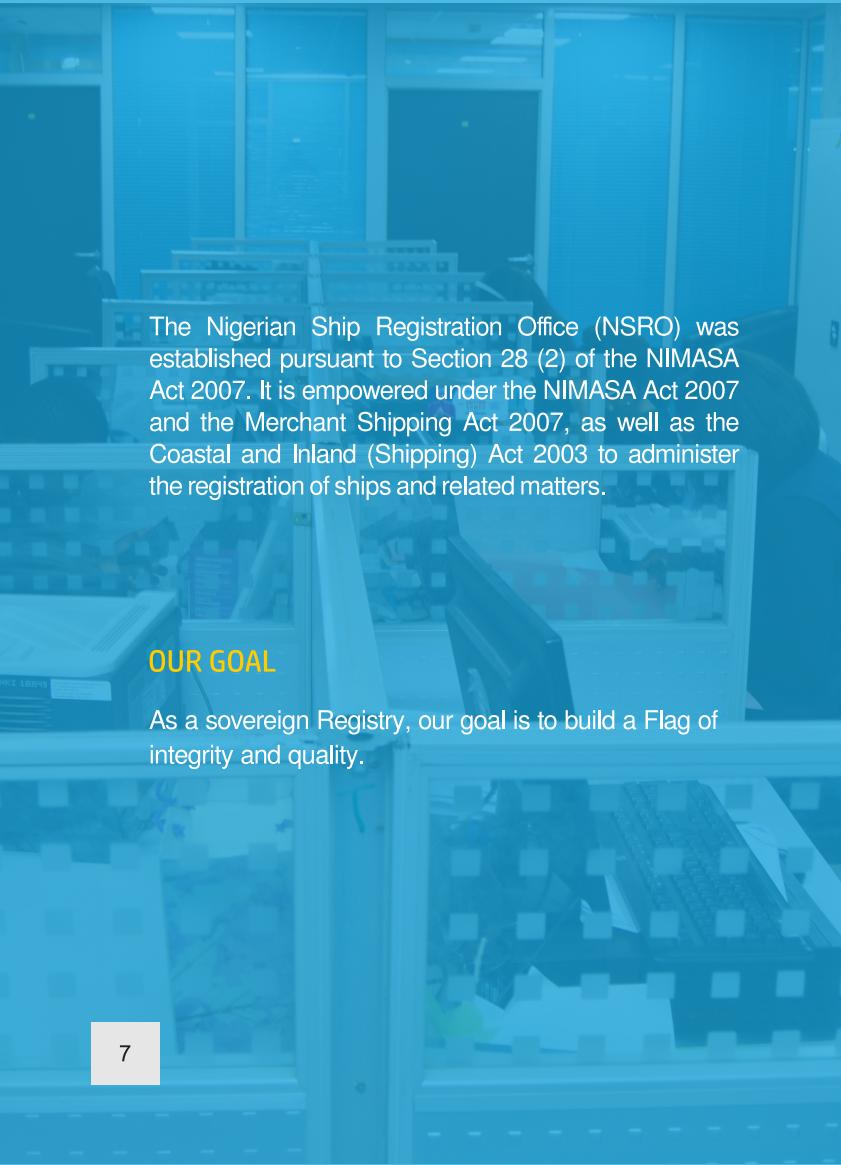


1. Maritime safety and security
2. Blue Economy Development
3. Indigenous Maritime Capacity Building
4. Marine environment protection and Sustainability
5. Innovation and Digital Transformation



THE NIGERIAN SHIP REGISTRATION OFFICE (NSRO)

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The Nigerian Ship Registration Office (NSRO) was established pursuant to Section 28 (2) of the NIMASA Act 2007. It is empowered under the NIMASA Act 2007 and the Merchant Shipping Act 2007, as well as the Coastal and Inland (Shipping) Act 2003 to administer the registration of ships and related matters.

OUR GOAL

As a sovereign Registry, our goal is to build a Flag of integrity and quality.

Section 17(1) of the Merchant Shipping Act, 2007 empowers the Registrar of Ships to keep such Registers or Books as may be deemed necessary, including the following:

- i. Register of Merchant Ships.
- ii. Register of Fishing Vessels.
- iii. Register of Ships under Construction.
- iv. Register of Ship under a Bareboat charter and other charters exceeding 12 months duration.
- v. Register of licensed ships below 15 gross tonnage.
- vi. Register of Floating Production Storage and Offloading (FPSO) and Floating Storage and Offloading (FSO).

***The word ship or vessel has been used interchangeably and means the same in this Guide Book.**

WHY THE NIGERIAN FLAG



The Nigerian Flag presents owners with many attractions, which include the following:

Legislative Framework:

- The registration of Nigerian ships and other related matters are governed by the Merchant Shipping Act 2007, NIMASA Act 2007 and Coastal and Inland Shipping Act 2003.
- Nigeria is a party to all major International Maritime Organization Conventions and International Labour Organization Maritime Conventions on ship safety, security, marine pollution prevention and maritime labour standards, giving full effect to their provisions.
- The Flag state has jurisdiction over the ships and crew regarding administrative, technical and social matters concerning the vessel.
- Suppression of Piracy and Other Maritime Offences Act (SPOMO 2019), a standalone legislation enacted by Nigeria on piracy and other unlawful acts at Sea.

Political Security:

- A Sovereign Flag
- Stable political climate.
- Diplomatic protection afforded to Nigerian Flagged Ship.

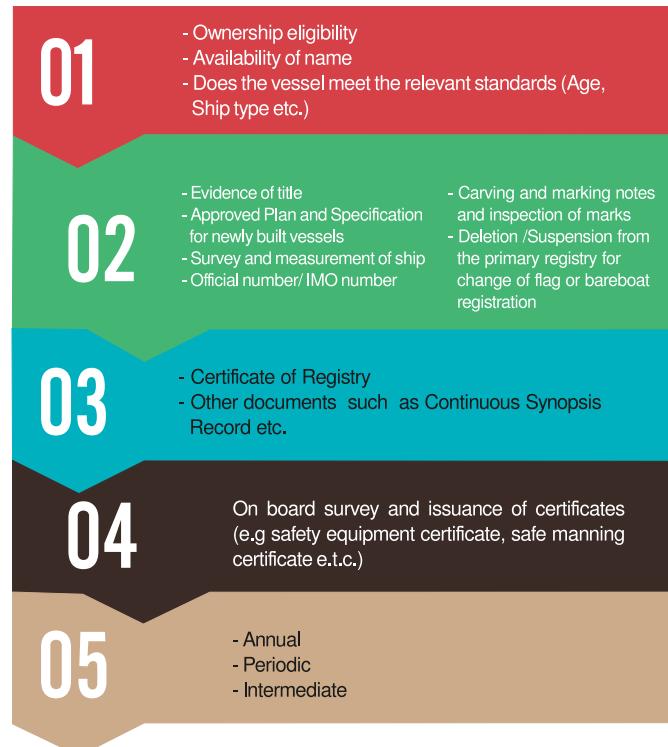
Other Benefits:

- Protection of financiers and vessel owners (Registered Mortgages).
- Direct access to decision-makers within the administration.
- Access to a qualified and efficient team of surveyors, maritime lawyers and other competent officers available to offer advice and guidance.
- Low registration costs and fees.
- Double tax avoidance agreement with some countries.

Fig. 1: Nigerian Ship Registration process at a glance

- Pre-Registration Checks
- Registration Checks
- Certificate and other Documents Issued
- Post Registration Certificates/Trading Documents
- On-going Survey, Inspection and Enforcement

NOTE: Documents required for Registration and other Related Matters can be found in [Appendix I](#).





4

PRE-REGISTRATION CHECKS



4.1 Ownership Eligibility

According to Section 18(1) of the Merchant Shipping Act 2007, a ship shall not be registered in Nigeria unless the ship is owned wholly by persons of the following descriptions:

- i. Nigerian citizens;
- ii. Corporate bodies and partnerships that are established under and subject to Nigerian laws and have their principal place of business in Nigeria;
- iii. Such other persons as the Minister of Transportation may by regulation prescribe.

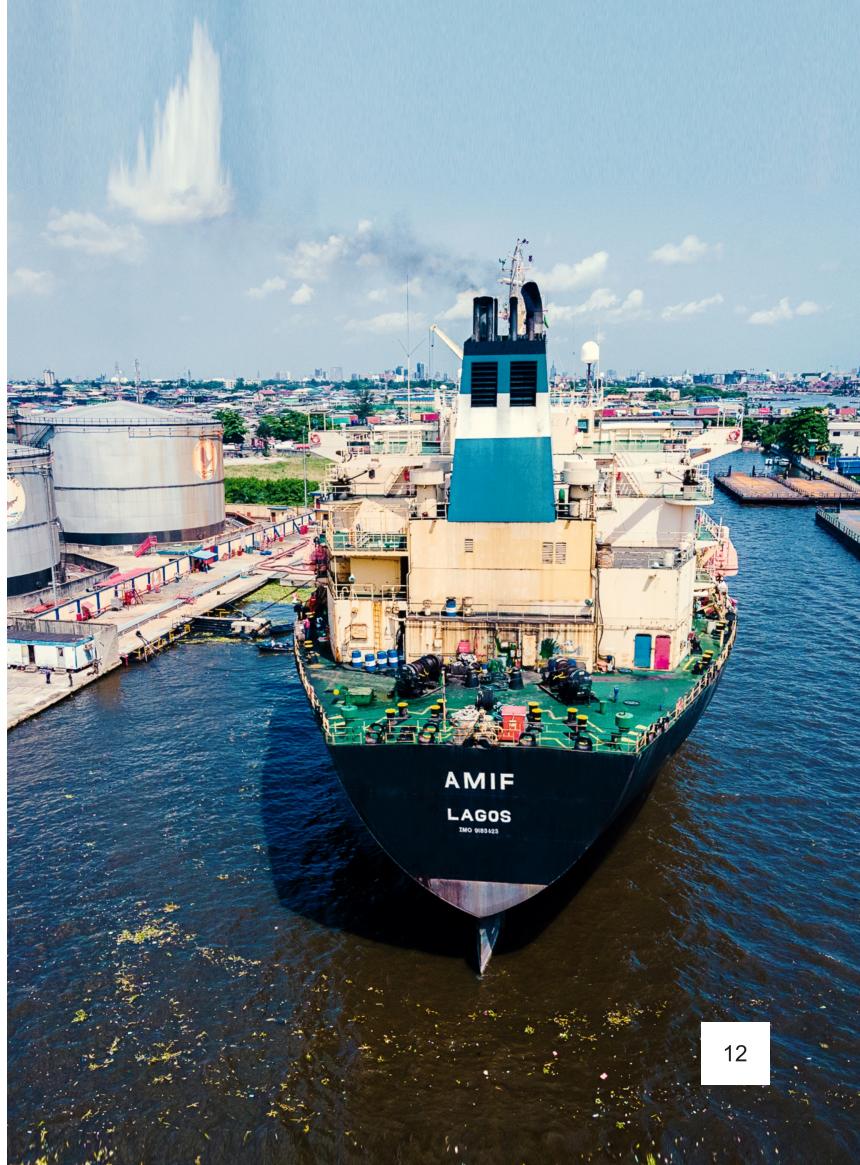
The Corporate Affairs Commission (CAC) handles Company registration in Nigeria. Kindly visit cac.gov.ng for further information.

4.2 Name of Ship (Approval and Availability of Name)

The applicant must confirm the availability of a proposed name for the ship by completing and submitting the Vessel Name Approval form to the Registrar of Ships before applying for survey and vessel registration. A name can be reserved for up to six (6) months for an already-built ship and one (1) year for a ship under construction.

Every ship shall be registered by a name in the register, and accordingly, no two or more vessels shall bear the same name. The Registrar may refuse to register a ship by a name proposed for registration if the name is similar to a Nigerian registered vessel or a name found to deceive or offend the public interest.

A Nigerian ship shall not be described by any name other than the name which the ship bears at the time of registration.





4.3 Approved Classification Societies

Ships that are required to be classed must be classed by any of the Classification societies approved and recognised by Nigeria.

These include:

- American Bureau of Shipping (ABS)
- Bureau Veritas (BV)
- Det Norske Veritas-Germanischer Lloyds- DNV-GL
- Lloyds Register (LR)
- Indian Register of Shipping (IR class)
- Phoenix Register of Shipping
- Overseas Maritime Certification (OMC)
- International Naval Survey Bureau (INSB)
- International Register of Shipping (IRS)
- Conarina Nigeria Limited
- China classification society

The classification societies are authorised to survey and issue international tonnage and other statutory certificates except for Cargo Ship Safety Equipment and Cargo Ship Radio Certificates.

NOTE: Statutory Certificates for existing ships can be found in [Appendix II](#).

4.4 Pre-Flag Risk Check

A Pre-Flag risk check is carried out on all ships to confirm eligibility to be in the register.

The following Flag-in indices are to guide the assessment of the quality of a ship:

- The type of ship
- Age
- The flag history (to eliminate negative notation)
- Class Society (where applicable)
- Suitability for registration
- Port state control record
- Continuous Synopsis Record

Ships of over 20 years require additional inspections, and this may be done annually depending on the type of ship.

The age limit and conditions of ship are summarized in **Table 1**.



Table 1: Summary of age limit and condition of ship

Age means the ship's age, which is calculated by subtracting the year in which the ship's keel was laid from the year in which the application for its registration was filed. Where a ship has undergone significant conversion or reconstruction, the year in which the major conversion or reconstruction began supervised by a class, and monitored by the flag may be taken into account (in place of the year in which its keel was laid) for calculation of the age of the ship.

Cargo ship means a ship that is constructed or adapted to carry cargo in any form.

Passenger ship means a ship that is constructed or adapted to carry fare-paying passengers.

*Single hull tankers are no longer registered under the Nigeria flag

Types of ship	Maximum age limit	Entry inspection required	Additional inspection required
Cargo ship and Cargo High Speed Craft	Yes ≤ 25 years	Yes if ≥ 15 years	Yes
Passenger ships and Passenger High Speed Craft engaged with international or short international voyages	No	Yes if ≥ 30 years	Yes If 2years≤ Age ≤ 10years Biennial If Age > 10 years Annual
Passenger ship and Passenger High Speed Craft engaged on domestic voyages within the territory of a state, other than Nigeria	No	Yes if ≥ 25 years	Yes If 2years≤ Age ≤ 10years Biennial If Age > 10 years Annual
Passenger ships and Passenger High Speed Craft engaged in domestic voyages within the territory of Nigeria	No	Yes if ≥ 20 years	No To operate they are required to be inspected and certified annually
Fishing Vessels	Yes ≥ 25 years	Yes if ≥ 20 years	Yes
Floating Production Storage Offloading units; Floating Storage Offloading Vessels and Mobile Offshore Drilling Units	Yes ≥ 25 years	Yes if ≥ 15 years	Yes
Ships types other than those listed above	Yes ≥ 35 years	Yes if ≥ 20 years	Yes If the ship is carrying industrial or special purpose personnel and 2 years ≤ Age ≤ 10 years Biennial Age > 10 years annual

4.5 Pre-Flag Inspection (Survey & Measurement of a Ship)

On or before making the application, a person requesting the registration of a vessel shall ensure that a surveyor of ship assesses the ship, and the tonnage of the ship shall be ascertained following the Tonnage regulations.

Upon carrying out a survey, the surveyor shall deliver to the applicant a Tonnage certificate signed by the surveyor. The certificate shall be delivered to the Registrar before the ship is registered.

The surveyor may accept, refer for Flag-in panel or refuse to recommend for flag.

Areas of Focus for Pre-Flag Inspection can be found in **Appendix III**.



If a change of name occurs in a location where an inspector is not readily available or carving and marking of the ship is required, a classification society or surveyor may be requested to endorse the Carving and Marking Note and forward same to the Registrar of Ships.



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4.6 Marking of Ship

Every ship for which an application for registration is submitted, shall before registration, be marked permanently and conspicuously following applicable provisions of the Merchant Shipping Act 2007 and in accordance with the IMO Assembly resolution A600 (15) on the IMO ship identification number scheme (i.e. the IMO number) and must be marked as required by SOLAS regulation XI-1/3.

During the carving and marking inspection, the vessel owner shall present the duly completed Carving and Marking Note to the inspector for endorsement. The owner shall return the original to the Registrar of Ships.

It is the vessel owner's responsibility to ensure an inspector from the Nigerian Ship Registry or any other authorised officer attends to its ship to verify and endorse the ship's Carving and Marking Notes.



5

FLAG REGISTRATION PROCEDURE AND RELATED MATTERS



5.1 Flag Registration

There are three (3) types of flag registration in Nigeria:

- Provisional Registration
- Full Flag (Permanent) Registration
- Bareboat Charter Registration

5.2 Application for Registration

Application for registration of a ship and other related matters must be submitted in writing by the vessel owner or agent acting on behalf of the vessel owner to the Registrar of Ships.

All documents required for registration are to be submitted in English language. However, if the supporting documents for various types of registration are not written in English language, they should be accompanied by an English language translation that must be certified by a Notary public.

The application in the case of an individual shall be made by the person applying to be registered as the owner or, if more than one individual, by themselves or their agent. In the case of a corporation, by itself or its agent.

The authority of an agent shall be testified by writing, if appointed by an individual, under the hands of the appointors, and if appointed by a Corporation, under the Common Seal of the Corporation.

The authorised agent shall be a partnership or corporation established under the laws of Nigeria.

The Registrar will not consider applications for fishing vessel's registration unless such applications are accompanied by an official communication from the Director of the Department of Fisheries, informing the Registrar that the fishing vessel registration in question is allowed.



5.3 Provisional Registration

If a ship at a port in a foreign country is owned by person(s) qualified to own a ship in Nigeria, the owner may forward an application to the Registrar of Ships requesting the provisional registration of the ship for the purpose of sailing into a port in Nigeria.

Provided the supporting documents have been submitted and found to be in order, the Registrar will proceed with the provisional registration of the ship and will issue a Provisional Certificate of Nigerian Registry, which is valid for six (6) months beginning from the date it was granted, or the date of the arrival of the ship at the port in Nigeria, whichever is the earlier date, and shall after the arrival of the ship in Nigeria have no effect.

The Registrar may extend the Provisional Certificate of Nigerian Registry for another period of three (3) months, provided the application for extension is submitted before the expiration of the initial certificate.

The registered owner and the company assuming the operation of the ship must ensure that the ship does not leave the port or anchorage unless the ship has been duly surveyed, certificated and clearance obtained from the MSSSD that the vessel is now set to sail to a port in Nigeria using the provisional certificate.

On arrival of the vessel at a port in Nigeria or before leaving anchorage, the owner is required to take all necessary steps required for full Flag registration (permanent registration).

In the same manner, a Provisional Certificate of Registry may also be issued to a previously registered ship for the purpose of obtaining class certificate or to take necessary steps to register the ship anew in Nigeria.

5.4 Full Flag Registration (Permanent Registration)

A vessel may be permanently registered, or a provisionally registered vessel may be transferred to the permanent registry, after the submission of supporting documents listed in the approved checklist in this guidebook on a surveyor's recommendation.

Provided the supporting documents have been submitted and evaluated to be in order, the Registrar of Ships will proceed with full flag registration of the ship and will issue a Certificate of Nigerian Registry, which shall be carried on board the ship. The Certificate of Nigerian Registry is valid for a maximum period of 5 years. The Ship's Certificate of Registry is valid beginning from the date of its issuance until its expiration. Owner(s) of the ship is/are required to commence the renewal process 3 months before the certificate's expiration.

An expired Certificate of Registry does not invalidate the flag of the vessel until the vessel is deleted from the registry.



5.5 Bareboat Charter Registration

Bareboat charter means the hiring of the vessel for a stipulated period, which gives the charterer possession and control of the ship, including the right to appoint the master and crew. The Nigerian Ship Registration Office is mandated to maintain a Register of ships on bareboat charter and other charters exceeding 12 months.

A bareboat charterer of a foreign ship must be an individual or legal entity qualified to own a Nigerian ship under S.18 (1) MSA 2007. Ships on bareboat charter registered in Nigeria enjoy the same rights and privileges and have the same obligations as any other ships registered in Nigeria. A bareboat charter registration shall be for the duration of the bareboat charter or for the period of validity of the suspension issued by the Primary Registry whichever is earlier.

The permission or consent of the authorities of the Flag state where the foreign ship is registered is required.

However, a charter less than 12 months duration other than a bareboat charter shall be licensed, and such a chartered vessel shall not fly the Nigerian Flag.

NOTE: Statutory Certificates to be carried on board Nigerian Flag ships can be found in [Appendix IV](#).

5.5.1 Name of Bareboat Chartered Ship

Ships registered under a bareboat charter may keep the name held in a foreign registry, but this name must not be the same as the name of a ship already registered in the Register of Nigerian ships.

Ships registered under bareboat may change their names under the same condition as those applicable to provisionally or fully registered Nigerian ships.

In such cases, the relevant application must be submitted to the Registrar of Ships by the registered charterer accompanied with the written consent of the registered owner of the ship and of the mortgagee, if any.

After approval of the change of the name of the ship, the ship must be marked with the new name.

5.5.2 Termination of Bareboat Charter registration

The termination of the status of the bareboat charter-in registration of a foreign ship and its deletion from the Nigerian register is effected when:

- the foreign registry revokes its permission or consent for the bareboat charter registration in Nigeria;
- the bareboat charter of the ship is terminated, or the mortgagee revokes their consent;
- the expiration of the approval of the bareboat charter-in registration; and/or
- there exists any reason for the deletion of the ship from the bareboat charter in the register.

Upon termination of the bareboat charter, the ship shall cease to fly the Nigerian Flag, and will no longer be subject to the Flag state jurisdiction and the laws of Nigeria.

5.6 Managing Owner to be registered

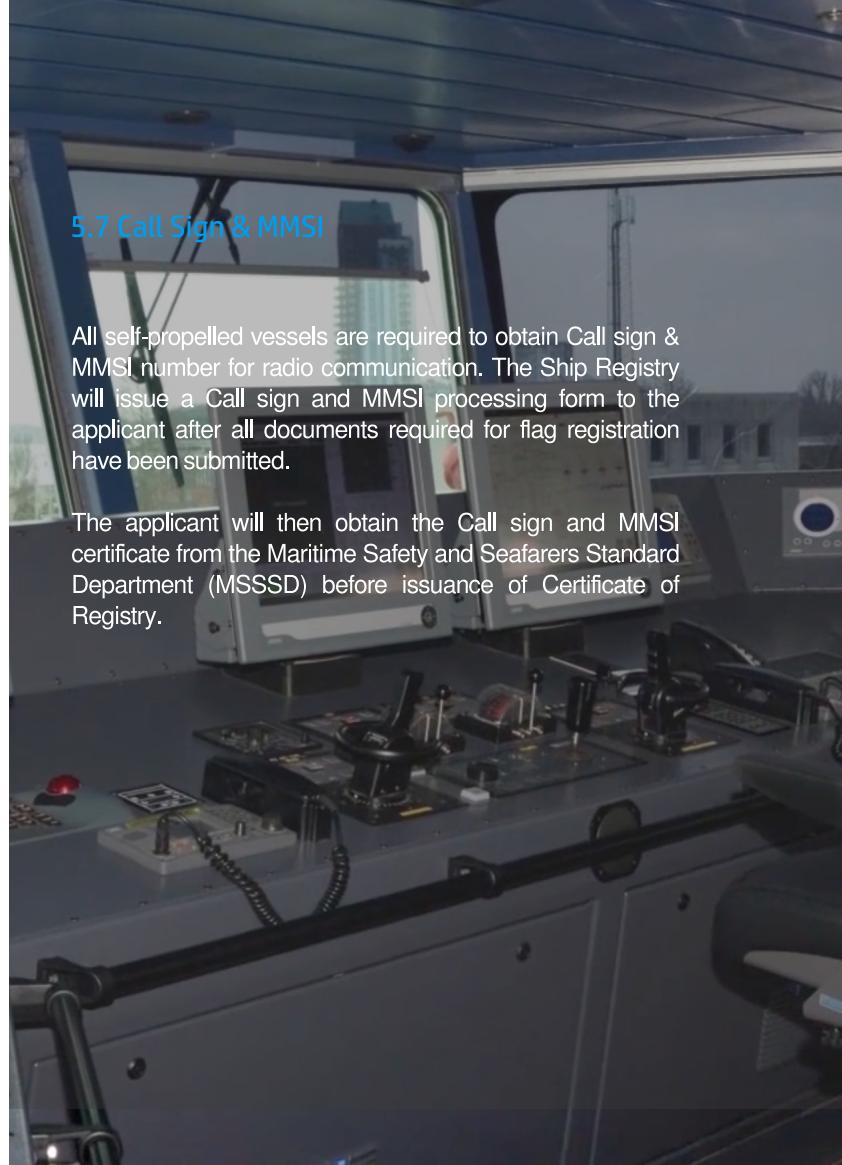
The Registrar shall cause the name and address of the managing owner of every Nigerian flagged ship to be registered. Where there is no managing owner of a ship, the name of the ship's agent or any other person to whom the management of the ship is entrusted on behalf of the owner shall be registered. Any person whose name is so registered shall be under the same obligation and liabilities as the managing owner.

An organisation or a person that assumes the operation of a Nigerian ship from its registered owner is to comply with the requirements of SOLAS Chapters IX and ISM Code, SOLAS Chapter X1-2 and the ISPS Codes, STCW regulation 1/14 and STCW Code, as well as the requirements imposed on such companies by the national law.

5.7 Call Sign & MMSI

All self-propelled vessels are required to obtain Call sign & MMSI number for radio communication. The Ship Registry will issue a Call sign and MMSI processing form to the applicant after all documents required for flag registration have been submitted.

The applicant will then obtain the Call sign and MMSI certificate from the Maritime Safety and Seafarers Standard Department (MSSSD) before issuance of Certificate of Registry.



5.8 Nigerian Licensed Ship

A Nigerian Ship not exceeding 15 gross tonnage may be licensed under the MSA 2007 as amended and when licensed, the ship shall be known as a Nigerian licensed ship and be subject to such conditions as may from time to time be prescribed.

The applicable survey is to be carried out by MSSSD.

No Nigerian licensed ship shall sail outside Nigeria unless such provision to the contrary is contained in the license of the ship or unless it is necessary to do so due to weather condition or other causes beyond the control of the master.

The license of a ship and boat shall be renewed annually and upon payment of the licensing fees as the administration may, from time to time, prescribe.





5.9 Cancellation of Registration

The Registrar may cancel the registration of a ship in Nigeria at any time if the ship:

- (a) is found to be registered in a foreign country;
- (b) ceases to meet with the qualifications for the ownership of a Nigerian as required under S.18 MSA 2007;
- (c) is found to have been lost, abandoned, or broken up;
- (d) registration was obtained by fraud.



REGISTRATION OF VESSELS AND SHIP OWNING COMPANIES INTO THE SPECIAL CABOTAGE REGISTER

6

6.1 Special Register for Vessels and Ship Owning Companies

The Coastal and Inland Shipping (Cabotage) Act 2003 restricts the carriage of goods and passengers, or any other form of trade in the Nigerian coastal waters to vessels wholly-owned and manned by Nigerian citizens, built and registered in Nigeria. However, in Sections 9 – 11 of the Cabotage Act 2003, the Minister of Transportation may grant waivers on the above requirements of the Act.

The Registrar of Ships shall duly register every vessel intended for use for Cabotage trade in the Cabotage special register for vessels and ship owning companies. Such vessels engaged in Cabotage trade shall meet all the requirements for eligibility contained in the Cabotage Act 2003, its implementation guideline 2007 and the Merchant Shipping Act (MSA) 2007.

The Registrar of Ships shall issue the ship with a Cabotage Certificate of Registry which entitles the ship to carry out Cabotage trade in Nigeria. All Cabotage Certificate of Registry shall be renewed annually.

Under section 29 of the Cabotage Act 2003, the Registrar of Ships is required to maintain the following special registers for Cabotage:

- i. Wholly Nigerian owned vessels
- ii. Bareboat chartered vessels
- iii. Foreign-owned vessels
- iv. Joint venture owned vessels
- v. Exempted vessels

6.2 Cabotage Registration (Wholly Nigerian Owned)

Every Nigerian flag registered vessel which is wholly-owned by a Nigerian(s) intending to carry out Cabotage trade shall be duly registered in the special register for vessels and ship-owning companies engaged in Cabotage.

6.3 Cabotage Registration (Bareboat Chartered Vessel)

Every bareboat charter vessel intended for use in cabotage trade shall be duly registered in the special register for vessels and ship owning companies engaged in cabotage.



6.4 Cabotage Registration (Foreign Owned Vessel)

Foreign-owned vessels and companies intending to operate under the cabotage regime shall be duly registered in the special register of vessels and ship owning companies engaged in Cabotage.

6.5 Cabotage Registration (Joint Venture Vessel)

Vessels and companies can be registered under the special Cabotage register for joint venture-owned vessels if they meet the eligibility criteria. This includes Nigerian nationals owning not less than 60% of the equity shares in the vessel and 60% of the equity shares in the shipping company free from any trust or obligations in favour of foreign nationals.

6.6 Cabotage Registration (Exempted Vessels)

The Act confers statutory exemptions to vessels engaged in certain specified activities. The exemptions apply to both foreign and Nigerian-owned vessels provided they fall under the categories specified in the Cabotage Act and its guideline.

***All registration into the Special Cabotage Register must be in line with the applicable guideline and registration requirements.**



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7

OTHER SHIP REGISTRY RELATED MATTERS



7.1 Ship Registry Related Matters

The following transactions are carried out by the Nigerian Ship Registration Office upon submission of the required application and supporting documents:

- Consent to Sell
- Bill of Sale
- Change of Ownership Registration
- Change of Vessel Name
- Deletion of Nigerian Registered Vessel
- Creation of Mortgage
- Consent to Mortgage
- Registration and Discharge of Mortgages
- Notation of Mortgage
- Issuance of Certificate of Non-Encumbrance
- Issuance of Transcript of Nigerian Registry
- Legal Search
- Reservation of Vessel Name
- Issuance of Certified True Copies (CTC) of Documents
- Renewal of Certificate of Registration
- Alteration of Vessel Particulars
- Flag Suspension

7.1.1 Consent to Sell

Consent to sell a registered Nigerian ship is first sought and obtained from the Director-General before it can be sold. A transfer of the ship will be made by a properly executed bill of sale.

The consent shall not be granted if there are subsisting mortgages (unless the Mortgagee gives its consent in writing), unpaid statutory fees, outstanding claims of seafarers wages or any subsisting court order prohibiting any dealing with the ship.

7.1.2 Bill of Sale

A certificate of sale (Bill of Sale) of a duly registered ship in Nigeria shall not be granted under the MSA 2007 except for the sale of a whole ship.

The Bill of Sale issued by the Registry shall be recognized for the purpose of registering Ship anew if duly executed by the owner and endorsed by the Registrar of Ships.

7.1.3 Change of Ownership Registration

Whenever a change occurs in the ownership of a ship registered in the Nigerian Flag register, the new owner shall register the vessel anew. Consent to sell must have been obtained before a change of ownership by sale occurs.

Upon receipt of the application for change of ownership, and satisfactory assessment of the supporting documents, the Registrar shall proceed to register the vessel anew.

7.1.4 Change of Name of a Nigerian Flagged Vessel

Where a vessel owner intends to change the name of a Nigerian flagged vessel, an application is first submitted to the Registrar of Ships to ascertain availability of the proposed name and where available, the Certificate of Registry is reissued with the new name and equally marked on the vessel.

An inspector has to carry out the carving and marking inspections on the vessel to ensure that the changed name is appropriately reflected.



7.1.5 Deletion of a Nigerian Registered Vessel

A ship will be deleted from the register as soon as its ownership is transferred to a person or legal entity not qualified to own a Nigerian ship.

A Nigerian ship may also be deleted from the register on application by the owner.

A Deletion certificate is issued by the Registrar of Ships as soon as it is ascertained that there are no encumbrances or that all registered mortgages have been discharged or mortgagee's consent received and all pending matters discharged.

7.1.6 Creation of Mortgage

Once a ship has been permanently registered, a mortgage can be created, thereby securing a loan or other financial obligations on conditions agreed to by the parties. The Nigerian Ship Registry cannot create a mortgage for a foreign vessel registered under a bareboat charter, however, any mortgage registered under the primary registry can upon request be noted in the Nigerian Ship Registry.

7.1.7 Consent to Mortgage

Consent to Mortgage a Nigerian registered ship is first sought and obtained from the Registry before an application for a mortgage registration can be submitted. The consent shall not be granted if there are subsisting mortgages (unless the Mortgagee gives his consent in writing) or any subsisting court order prohibiting any dealing with the vessel.

7.1.8 Registration & Discharge of Mortgage

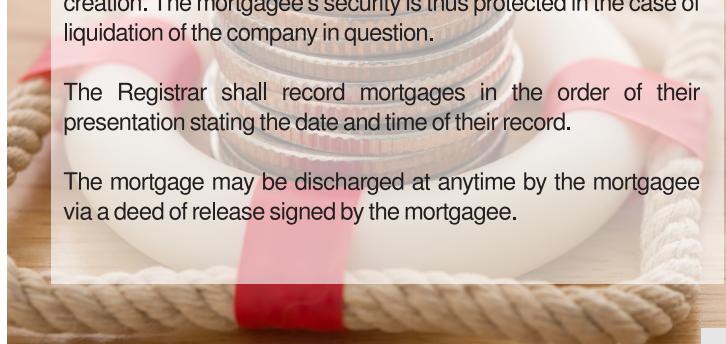
A mortgage can be created on a registered Nigerian vessel for securing a loan or other financial obligations on conditions agreed to by the parties.

A mortgage once created, must be deposited with the Registrar and recorded in the register on the date and time of its deposit and remains an encumbrance on the ship until discharged by the mortgagees.

If the ownership of the ship on which a mortgage was created is registered in the name of a company that has been incorporated under the laws of Nigeria, the mortgage will also have to be registered with the Corporate Affairs Commission after its creation. The mortgagee's security is thus protected in the case of liquidation of the company in question.

The Registrar shall record mortgages in the order of their presentation stating the date and time of their record.

The mortgage may be discharged at anytime by the mortgagee via a deed of release signed by the mortgagee.



7.1.9 Notation of Mortgage

A foreign registered mortgage on a vessel may be noted in the Nigerian Ship Registry where the vessel is Bareboat chartered in Nigeria and duly registered.

7.1.10 Issuance of Certificate of Non-Encumbrance

A certificate of non-encumbrance may be issued when a vessel owner applies to confirm that a vessel is free from all encumbrances.

7.1.11 Issuance of Transcript of Nigerian Registry

A transcript of Nigerian registry may be issued once a vessel owner applies for same.

7.1.12 Legal Search

A legal search may be conducted to ascertain the particulars of any ship registered in Nigeria. This is normally conducted by a law firm.

A formal application for search is submitted to the office of the Registrar of Ships by the applicant.

7.1.13 Reservation of Vessel's Name

Every ship shall be registered with a name, and no two or more ships shall bear the same name. No name would be reserved for more than six (6) months for existing vessels and one (1) year for vessels under construction.

A formal application for reservation of a vessel name should be submitted to the office of the Registrar of Ships along with evidence of payment of applicable fees. The Ship Registry will confirm the availability of such name in its database and communicate in writing to the applicant stating the duration the name will be reserved (if available); and if not available, the applicant will be advised to submit other names.

7.1.14 Issuance of Certified True Copies (CTC) of documents

The Registrar of Ships shall, on receipt of an application from a registered owner or company, issue a Certified True Copy of the certificate or other Ship Registry document(s) to the applicant.



7.1.15 Renewal of Certificate of Registration

The process of renewal of a Certificate of Registry is expected to commence at least three (3) months prior to its expiration upon application submitted to the Registrar with the required supporting documents detailed in this guidebook.

7.1.16 Flag Suspension

A suspension certificate is issued by the Registrar of Ships to a Nigerian vessel bareboat chartered to another country.

7.1.17 Alteration of Particulars

The Registrar on receiving an application as to an alteration to a ship registered in Nigeria shall cause the alteration to be registered if the Certificate of Registry is returned by granting a new Certificate of Registry containing the description of the ship as altered.



FEES / TARIFFS

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8.1 Fees / Tariffs

NIMASA's enabling Acts, stipulate the payment of prescribed fees and tariffs for the registration of ships and related matters in the Nigerian Ship Registration Office .

Table 2: Flag registration fees

S/N	FLAG REGISTRATION FEES	AMOUNT
1	Flag registration (New) – Full Flag Registration or; Bareboat Registration or; Change of Ownership	15 tons - 200 tons N100,000.00 201 tons - 1000 tons N120,000.00 On every subsequent 1000 tons above the initial 1000 tons N20,000.00
	NSRO Forms and Notes for Flag Registration	Availability/Approval of Vessel Name Form N50,000.00
		Carving and Marking Note N50,000.00
		Application for Ship Registration Form N20,000.00
2	Renewal of Flag Registration – Full Flag Registration or; Bareboat Registration	15 tons - 200 tons N50,000.00 201 tons - 1000 tons N60,000.00 On every subsequent 1000 tons above the initial 1000 tons N10,000.00
	Provisional Flag Registration	Provisional Registration of FPSO and FSO N500,000.00
		Provisional Registration of Rig N200,000.00
3		Provisional Registration of other Vessels N100,000.00
Penalty for late renewal of Flag Registration	3 - 6 months N50,000.00	
	6 months - 1 year N100,000.00	
	Above 1 year N150,000.00 flat	

Table 3: Cabotage registration fees

S/N	CABOTAGE REGISTRATION FEES	AMOUNT
1	Cabotage Registration – New <ul style="list-style-type: none"> i. Nigerian Wholly Owned ii. Joint Venture iii. Bareboat Charter 	Nigerian flagged vessels
		1 - 1,000 Grt N50,000.00
		1,000 - 10,000 Grt N75,000.00
		Every subsequent 1,000 Grt above 10,000 N15,000.00
2	Cabotage Registration – New <ul style="list-style-type: none"> i. Foreign Owned Vessel 	Foreign flagged vessels
		1 - 1,000 Grt USD 1,000.00
		1,000 - 10,000 Grt USD 1,500.00
		Every subsequent 1,000 Grt above 10,000 USD 250.00
3	Cabotage Registration Renewal <ul style="list-style-type: none"> i. Nigerian Wholly Owned ii. Joint Venture iii. Bareboat Charter 	Nigerian flagged vessels
		1 - 1,000 Grt N25,000.00
		1,000 - 10,000 Grt N37,500.00
		Every subsequent 1,000 Grt above 10,000 N7,500.00
4	Cabotage Registration - Renewal <ul style="list-style-type: none"> i. Foreign Owned Vessel 	Foreign flagged vessels
		1 - 1,000 Grt USD 500.00
		1,000 - 10,000 Grt USD 750.00
		Every subsequent 1,000 Grt above 10,000 USD 125.00

Table 3: Cabotage registration fees (Contd.)

S/N	CABOTAGE REGISTRATION FEES	AMOUNT	
5	Inspection of Cabotage Special Registration	N2,000.00	
6	Exemption fees for Government owned vessels and Non-Government owned vessels	N5,000.00	
7	Annual endorsement of certificate Cabotage-Special Registry	N10,000.00	
8	Penalty for late renewal of Cabotage registration	3 - 6 months 6 - 12 months Above 1 year	N20,000.00 N40,000.00 Full cost of applicable Cabotage Registration Fee for each year.

Table 4: License

S/N	LICENSE	AMOUNT
1	Small Craft of 200 horse power and above	N20,000.00
2	Pleasure Craft	N20,000.00



Table 5: Other registry related-matters

S/N	OTHER SHIP REGISTRY SERVICES FEES	AMOUNT
1	Bill of Sale	N35,000.00
2	Certificate of Non-Encumbrance	N50,000.00
3	Change of vessel name	N50,000.00
4	Consent to Sell	N50,000.00
5	CTC of Certificate	N50,000.00
6	CTC of Document other than Certificate	N2,000.00 per page
7	Deletion of vessels from the Register	N50,000.00
8	Issuance of Transcript of Registry	N50,000.00
9	Legal Search	N20,000.00
10	Mortgages/Charges	Mortgage Form
		N30,000.00
		Consent to Mortgage
		N50,000.00
11	Official request for letter	Registration of Mortgage
		N100,000.00
12	Penalty for loss of Certificate of Registry	Notation of Mortgage/Charge
		N100,000.00
13	Placement of Caveat	N40,000.00

S/N	OTHER SHIP REGISTRY SERVICES FEES	AMOUNT
14	Registration of Cabotage Vessel Operators	N100,000.00
15	Re-issuance of Certificate	N40,000.00
16	Renewal of Cabotage Vessel Operators	N25,000.00
17	Reservation of Name	N50,000.00
18	Suspension of Registration	N50,000.00

Table 6: Condition Survey Fees

S/N	TONNAGE OF VESSEL	CHARGE
1	Under 50 tons	N108,000.00
2	50 Tons but less than 150 Tons	N126,000.00
3	150 Tons but less than 300 Tons	N180,000.00
4	300 Tons but less than 500 Tons	N206,000.00
5	500 Tons but less than 1000 Tons	N252,000.00
6	1000 Tons but less than 3000 Tons	N306,000.00
7	3000 Tons but less than 5000 Tons	N360,000.00
8	5000 Tons but less than 10,000 Tons	N396,000.00
9	10,000 Tons but less than 20,000 Tons	N450,000.00
10	20,000 Tons and above	N450,000.00+ N24,000.00 / 5000 tons

If a condition survey is carried out overseas, an equivalent of 150% is payable in US dollars

Note: These Fees and tariffs are subject to review





APPENDIX I: Documents Required for Registration and other Related Matters

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9.1 LIST OF DOCUMENTS REQUIRED FOR REGISTRATION OF SHIPS AND OTHER RELATED MATTERS

Applications for the registration of ships and other related matters should be submitted to the Registrar of Ships through the office of the Director-General/CEO, NIMASA.

The Nigerian Ship Registration Office is situated at the headquarters of the Nigerian Maritime Administration and Safety Agency, while the Maritime Safety and Seafarers Standard Department is situated at the Nigerian Maritime Resource Development Centre (NMRDC). For contact details and working hours, kindly visit NIMASA's web site (www.nimasa.gov.ng).

9.1.1 Documents Required for Provisional Registration

- Formal letter of application by the owner or duly authorized representative
- Copy of certificate of incorporation
- Certified True Copy of the memorandum and articles of association.
- Certified True Copy of CAC form for particulars of directors (where applicable)
- Certified True Copy of CAC form for allotment of shares (Minimum of 25 million Share Capital)
- Copy of license as a shipping company with NIMASA
- Copy of company's current tax clearance certificate
- Duly completed declaration of ownership form with passport photograph attached deposited by owner or director of the company at the Federal High Court
- Duly completed application for registration of ship form
- Copy of class certificate (where applicable)
- Copy of bill of sale (where applicable)
- Copy of deletion certificate (foreign-flagged vessel only)
- Copy of International Tonnage Certificate (where applicable)
- Coloured photos of the vessel showing hull, structure and deck
- Copy of pre-purchase inspection survey report
- Payment receipt

9.1.2 Documents Required for Full Flag Registration

- Formal letter of application by the owner or duly authorized representative
- Copy of certificate of incorporation
- Certified True Copy of the memorandum and articles of association.
- Certified True Copy of CAC form for particulars of directors (where applicable)
- Certified True Copy of CAC form for allotment of shares (Minimum of 25 million share capital)
- Copy of license as a shipping company with NIMASA
- Copy of company's current tax clearance certificate
- Copy of bank reference letter
- Duly completed declaration of ownership form with passport photograph attached deposited by owner or director of the company at the Federal High Court
- Duly completed application for approval of ship's name form
- Duly completed application for registration of ship form
- Condition Survey Report
- Duly completed Mandate form
- Copy of vessel's current Insurance policy
- Copy of class certificate (where applicable)
- Copy of bill of sale (where applicable)
- Copy of deletion certificate (foreign-flagged vessel only)
- Copy of builders certificate (for new Nigerian build)
- Certificate of approved plan specifications and drawings (for new build only)
- Certificate of tonnage measurement
- Coloured photos of bow and stern of the vessel showing her name and port of registry duly marked permanently and conspicuously and the official number and the registered tonnage
- Carving and marking notes duly endorsed by an Inspector
- Copy of letter of assurance (Fishing vessels only)
- Expired provisional certificate of registry (where applicable)
- Payment receipt

9.1.3 Documents Required for Bareboat Charter Registration

- Formal letter of application by the charterer or duly authorized representative
- Copy of certificate of incorporation
- Certified True Copy of the memorandum and articles of association
- Certified True Copy of CAC form for particulars of directors (where applicable)
- Certified True Copy of CAC form for allotment of shares (Minimum of 25 million share capital)
- Copy of license as a shipping company with NIMASA
- Copy of company's current tax clearance certificate
- Copy of bank reference letter
- Duly completed declaration of ownership form with passport photograph attached deposited by owner or director of the company at the Federal High Court
- Duly completed application for approval of ship's name form
- Duly completed application for registration of ship form
- Duly completed Mandate form
- Copy of evidence of suspension from primary registry
- Copy of vessel's current Insurance policy
- Copy of class certificate (where applicable)
- Copy of bareboat charter party agreement
- Certificate of tonnage measurement
- Coloured photos of bow and stern of the vessel showing her name and port of registry duly marked permanently and conspicuously and the official number and the registered tonnage
- Carving and marking notes duly endorsed by an Inspector
- Condition survey report
- Payment receipt

9.1.4 Documents Required for Change of Ownership

- Formal letter of application by the new owner or duly authorized representative
- Copy of certificate of incorporation
- Certified True Copy of the memorandum and articles of association
- Certified True Copy of CAC form for particulars of directors (where applicable)
- Certified True Copy of CAC form for allotment of shares (Minimum of 25 million share capital)
- Copy of license as a shipping company with NIMASA
- Copy of company's current tax clearance certificate
- Copy of bank reference letter
- Duly completed declaration of ownership form with passport photograph attached deposited by owner or director of the company at the Federal High Court
- Duly completed application for approval of ship's name form
- Duly completed application for registration of ship form
- Duly completed Mandate form
- Copy of vessel's current insurance policy
- Copy of class certificate (where applicable)
- Copy of duly endorsed bill of sale
- Copy of consent letter
- Copy of letter of assurance (fishing vessels only)
- Return of original certificate of registry (in the name of the former owner)
- Condition survey report
- Payment receipt

9.1.5 Documents Required for Cabotage Registration (Wholly Nigerian Owned category)

- Formal letter of application by the owners or authorized representative
- Certified True Copy of CAC form for allotment of shares (Minimum of 25 million share capital)
- Duly completed application for registration to participate in Cabotage trade (wholly Nigerian-owned vessel) form
- Duly completed cabotage declaration of ownership form
- Duly completed cabotage crew list declaration form
- Copy of certificate of Nigerian ship registry
- Copy of company's current tax clearance certificate
- Copy of vessel's current insurance policy (Hull and Machinery)
- Copy of registration license as shipping/ship owning company with NIMASA
- Copy of annual survey certificate or valid class certificate (boat license and load line certificate for barges)
- Copy of evidence of payment of waiver fees on build (where applicable)
- Payment receipt

9.1.6 Documents Required for Cabotage Registration (Bareboat Charter Category)

- Formal letter of application by the owners or authorized representative
- Duly completed application for registration to participate in cabotage trade (Bareboat chartered vessel) form
- Duly completed cabotage declaration of ownership form
- Duly completed cabotage crew list declaration form
- Copy of certificate of Nigerian ship registry
- Copy of company's current tax clearance certificate
- Copy of vessel's current insurance policy (Hull and Machinery)
- Copy of registration license as shipping/ship owning company with NIMASA
- Copy of annual survey certificate or valid class certificate (Boat license and loadline certificate for barges)
- Certified True Copy of CAC form for particulars of directors
- Certified True Copy of CAC form for allotment of shares (Minimum of 25 million share capital)
- Copy of evidence of payment of waiver fees on build (where applicable)
- Payment receipt

9.1.7 Document Required for Cabotage Registration (Foreign owned category)

- Formal letter of application by the charterer/operator or duly authorized representative
- Certified True Copy of incorporation
- Certified True Copy of the memorandum and articles of association.
- Certified True Copy of CAC form for particulars of directors (where applicable)
- Certified True Copy of CAC form for allotment of shares (Minimum of 25 million share capital)
- Copy of license as a shipping company with NIMASA
- Copy of company's current tax clearance certificate
- Duly completed application for registration to participate in Cabotage trade (Foreign-owned) form
- Duly completed Cabotage declaration of ownership form
- Copy of vessel's foreign Flag certificate of registry
- Minimum safe Manning certificate
- International Safety Management Certificate
- Duly completed Mandate form
- Copy of vessel's current insurance policy
- Copy of class certificate (where applicable)
- Copy of International tonnage certificate
- Evidence of pre-qualification and tender/contract for engagement of vessel for cabotage
- Evidence of relationship between the charterers and the owners of the vessel (Charter Party Agreement)
- Copy of vessel's current Q88
- Duly completed cabotage crew list declaration (where applicable)
- Copy of evidence of payment of waiver on ownership
- Payment receipt

9.1.8 Documents Required for Cabotage Registration (Joint Venture category)

- Formal letter of application by the owners or authorized representative
- Certified True Copy of CAC form for allotment of shares showing that not less than 60% of the equity shares in vessel and the shipping company are owned by Nigerian nationals free from any trust or obligations in favour of foreign nationals
- Certified True Copy of CAC form for particulars of directors
- Duly completed application for registration to participate in cabotage trade (Joint-venture owned vessel) form
- Duly completed cabotage declaration of ownership form
- Duly completed cabotage crew list declaration form
- Copy of certificate of Nigerian ship registry
- Copy of company's current tax clearance certificate
- Copy of vessel's current insurance policy (Hull and Machinery)
- Copy of registration license as shipping/ship owning company with NIMASA
- Copy of annual survey certificate or valid class certificate (Boat license and loadline certificate for barges)
- Duly completed cabotage affidavit form
- Copy of evidence of payment of waiver fees on build (where applicable).
- Payment receipt

9.1.9 Documents Required for Registration of Small Vessel below 15GT

- Formal letter of application by the owner or its authorized representative
- Copy of certificate of incorporation
- Certified True Copy of CAC form for particulars of the directors (for vessel owned by a company)
- Valid means of identification (for vessel owned by an individual)
- Duly completed declaration of ownership form with passport photograph attached
- Proof of ownership of vessel (Builders certificate, Bill of sale or purchase invoice)
- Vessel survey certificate
- Payment receipt

9.1.10 Documents Required for Licensing of Engine Boats of 200 Horse Power and above

- Formal letter of application by the owner or its authorized representative
- Copy of certificate of incorporation
- Certified True Copy of CAC form for particulars of the directors (for vessel owned by a company)
- Valid means of identification (for vessel owned by an individual).
- Duly completed declaration of ownership form with passport photograph attached
- Proof of ownership of vessel (Builders certificate, Bill of sale or purchase invoice)
- End-user certificate from the office of National Security Adviser for new outboard engines imported after April, 2017
- Vessel survey certificate
- Payment receipt

9.1.11 Documents Required for Consent to Sell/Bill of Sale

- Formal letter of application by the owner or duly authorised representative
- Board resolution under seal by owner(s) authorising the sale (corporate owners only)
- Evidence of registration under the special cabotage register (copy of most recent Cabotage Certificate or evidence of payment of cabotage registration fee not older than 3 months)
- Duly completed declaration of transfer/ eligibility form
- Payment receipt

9.1.12 Documents Required for Notation of Mortgage

- Formal application by the charterers, owners of vessel or authorized representative
- Transcript of register clearly stating the mortgage details of the certificate of mortgage and a copy of deed of mortgage from the primary registry
- Payment receipt

9.1.13 Documents Required for Change of Name of a Nigerian Flagged Vessel

- Formal application by the registered owner or authorized representative
- Board resolution under seal by owners authorizing the change of name
- Duly completed application for change of vessel's name form
- Return of certificate of registry bearing the former name
- An affidavit stating the reasons for the change of name
- The carving and marking note duly certified by an inspector shall be returned to the Registry
- Payment receipt

9.1.14 Documents Required for Deleting a Nigerian Registered Vessel from the Nigerian Register

- Formal application by the registered owner or authorized representative
- Board resolution under seal by owners authorizing the deletion of the vessel from the registry
- Return of original certificate of registry
- Evidence of registration under the special cabotage register (Copy of most recent cabotage certificate or evidence of payment of cabotage registration fee not older than 3 months)
- Payment receipt

9.1.15 Documents Required for Legal Search

- Formal letter of application by the owners or authorized representative (Legal Firm) stating the reason for the legal search
- Payment receipt

9.1.17 Documents Required for Issuance of CTC of Documents

- Formal letter of application by the owners or authorized representative for CTC
- Payment receipt

9.1.16 Documents Required for Name Reservation

- Formal letter of application by the owners or authorized representative for vessel name reservation
- Payment receipt



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APPENDIX II: Statutory Certificates

10.1 List Of Statutory Certificates

Copies of the following statutory certificates are required for existing ships:

10.1.1 All Ships (as applicable)

- Classification certificates
- International Tonnage Certificate
- International Load Line Certificate and details of any existing exemptions
- Minimum Safe Manning Certificate
- International Sewage Pollution Prevention Certificate and details of any existing exemptions
- International Air Pollution Prevention Certificate and details of any existing exemptions
- International Energy Efficiency certificate
- ISM Code Document of Compliance (DOC) and Safety Management Certificate (SMC)
- LRIT conformance Test Report

10.1.2 Passenger Ships

- Passenger Ship Safety Certificate and details of any existing exemptions
- List of operational limitations (Passenger Ships)

10.1.3 Cargo Ships (as applicable)

- Cargo Ship Safety Construction Certificate and details of any existing exemptions
- Cargo Ship Safety Equipment Certificate and details of any existing exemptions
- Cargo Ship Safety Radio Certificate and details of any existing exemptions
- Document of compliance for ships carrying dangerous goods
- Document of authorisation for the carriage of grain
- International certificate of fitness for the carriage of dangerous chemicals in bulk
- International certificate of fitness for the carriage of liquid field gasses in bulk

10.1.4 High Ship Craft/ Dynamically Supported Craft

- High Speed Craft Safety Certificate (HSC Certificate)
- Permit to Operate High- speed craft.

OR

- Dynamically- Supported Craft Construction and Equipment certificate (DSC Certificate)
- Permit to operate a dynamically supported craft

10.1.5 Offshore Ships/units (as applicable)

- Certificate of Fitness for Offshore Support Vessels
- Diving System Safety Certificate
- Mobile Offshore Drilling Unit Safety Certificate







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APPENDIX III: Pre-Flag Inspection



11.1 Pre- Flag Inspection

The pre-flag inspection is a detailed inspection which focuses on the following areas:

- Hull and Structure
- Stability Manual (Stability approval has been delegated to Classification Societies and certifying authorities for ship types
- Machinery
- Fire Protection
- Life –saving Appliances
- Ship Radio Communication License
- Carving and Marking Notes
- Continuous Synopsis Record
- CLC and Bunker CLC as applicable
- Declaration of Maritime Labour Compliance Part 1
- LRIT Conformance Test Report
- Articles of Agreement
- Record Books required under the relevant Conventions as may be applicable
- GMDSS Radio Log Book
- Fire Fighting
- Marine Pollution Prevention
- Sailing Certificates
- Safety Management (ISM)
- Crew accommodation and protection MLC
- Official Log Book, Part I (all ships)
- Official Log Book Part II (Passenger ships only)
- Copy of Merchant Shipping Act 2007



APPENDIX IV: Certificates to be Carried On- Board

12.1 List of Ship Registry Certificates to be Carried On-Board

S/N	REGISTRATION TYPE	CERTIFICATE REQUIRED
1	Flag Registration	Certificate of Nigerian Registry
2	Flag Registration for Bareboat Chartered Vessel	Certificate of Nigerian Registry (Bareboat Chartered)
3	Provisional Flag Registration	Provisional Certificate of Nigerian Registry
4	Flag Registration for Fishing Vessel	Certificate of Nigerian Registry (Fishing Vessel)
5	Provisional Flag Registration for Fishing Vessel	Provisional Certificate of Nigerian Registry (Fishing Vessel)
6	Cabotage Registration for Wholly Owned Nigerian Vessel	Certificate of Cabotage (Wholly Owned Nigerian Vessel)
7	Cabotage Registration for Bareboat Chartered Vessel	Certificate of Cabotage (Bareboat Chartered Vessel)
8	Cabotage Registration for Foreign Owned Vessel	Certificate of Cabotage (Foreign Owned Vessel)
9	Cabotage Registration for Joint Venture Owned Vessel	Certificate of Cabotage (Joint Venture Owned Vessel)
10	Licensing of Small Crafts	Ownership Registration License for Power Driven Small Crafts (PDSC) of 200hp and Above Outbound Engines Boats

12.2 List of Maritime Safety and Seafarers Standards (MSSSD) Statutory Certificate and Documents to be Carried On-Board

S/N	VESSEL TYPE	CERTIFICATES REQUIRED
1	PDSC	PDSC certificate
2	Tug Boat/Supply Vessels Anchor Handling Vessels	Survey Certificate Class VII, Current Dry Dock Certificate, Nigerian Loadline Certificate
3	Harbour Launches, Pilot Boats, Workable, etc	Survey Certificate Class VII, Dry Dock Certificate, Nigerian Loadline Certificate
4	Passenger Boat/Crew Boats	Passenger and Ferry Certificate, Dry Dock Certificate, Nigerian Loadline Certificate
5	Dredgers (Dumb)	Boat License, Nigerian Loadline Certificate, Current Dry Dock Certificate
6	Dredgers (Self Propelled)	Survey Certificate Class VII/VIII, Current Dry Dock Certificate
7	Dumb Barges	Boat License, Nigerian Loadline Certificate, Current Dry Dock Certificate
8	Dumb Fuel Barges	Boat License, Nigerian Loadline Certificate, Current Dry Dock Certificate, Form H
9	Jack-up Barges	Survey Certificate Class VIII, Current Dry Dock Certificate

S/N	VESSEL TYPE	CERTIFICATES REQUIRED
10	Self-Propelled Barges	Survey Certificate Class VIII, Current Dry Dock Certificate, Form H
11	Fishing Vessels	Fishing Boat Survey Certificate, Dry Dock Certificate, Safety Radio Certificate
12	Tankers (Coastal)	Survey Certificate Class VIII (when engaged on Coastal Voyages), Current Dry Dock, Certificate, IACS Convention Certificates
13	Cargo Vessels (Coastal)	Survey Certificate Class VII (when engaged on Coastal Voyages), Current Dry Dock, Certificate, IACS Convention Certificates, Nigerian Waters & Survey Certificate
14	Foreign Vessels operating in Nigerian waters	Certificate of Cabotage (Foreign Owned Vessel)
15	Drilling Rigs	Modu Certificate
16	Foreign-Going Vessels	Convention Certificates

**NOTE: MINIMUM SAFE MANNING CERTIFICATE SHALL BE CARRIED
BY ALL VESSELS EQUAL OR GREATER THAN 150 GRT**

Marine Environment Management (MEM) Statutory Documents with Conventional Basis/Renewal Timelines and Requirements for Application.

SECTION A: CERTIFICATES			
S/N	STATUTORY DOCUMENT	CONVENTIONAL BASIS / RENEWAL TIMELINES	REQUIREMENTS
1.	<p>Civil Liability for Oil Pollution Damage Certificate.</p> <p>Validity-1 year</p> <p>Each ship carrying more than 2,000 tonnes of oil in bulk as cargo. It shall be issued or certified by the appropriate authority of the State of the ship's registry after determining that the requirements of article VII, paragraph 1, of the CLC convention have been complied with.</p>	<p>CLC 1969, article VII CLC 1992, article VII</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ul style="list-style-type: none"> i. Original copy of the Protection & Indemnity (P&I) Blue Card from approved P&I Club. ii. Valid copy of Nigerian Registry Certificate. iii. Other relevant Marine Environment Protection Documents.
2.	<p>Civil Liability for Bunker Oil Pollution Damage Certificate.</p> <p>Validity-1 year</p> <p>Each ship having a gross tonnage greater than 1,000 after the appropriate authority of a State Party has determined that the requirements of article 7, paragraph 1 have been complied with. With respect to a ship registered in a State Party such certificate shall be issued or certified by the appropriate authority of the State of the ship's registry; with respect to a ship not registered in a State Party it may be issued or certified by the appropriate authority of any State Party. A State Party may authorize either an institution or an organization recognize by it to issue the certificate referred to in article 7, Paragraph 2. This compulsory insurance certificate shall be in the form of the model set out in the annex to the convention.</p>	<p>Bunkers 2001, article 7</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ul style="list-style-type: none"> i. Original copy of the Protection & Indemnity (P&I) Blue Card from approved P&I Club. ii. Valid copy of Nigerian Registry Certificate. iii. Other relevant Marine Environment Protection Documents.

3.	<p>Civil Liability for Wreck Removal Certificate Validity- 1 year</p> <p>Certificate attesting that insurance or other financial security is in force in accordance with the provisions of the convention shall be issued to each ship of 300 gross tonnage and above by the appropriate authority of the state of the ship's registry after determining that the requirements of article 12.1 have been complied with. With respect to a ship registered in a State Party, such certificate shall be issued or certified by the appropriate authority of the State of the ship's registry; with respect to a ship not registered in a State Party it may be issued or certified by the appropriate authority of any State Party. This compulsory insurance certificate shall be in the form of the model set out in the annex to the convention.</p>	<p>Nairobi WRC 2007, article 12</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<p>I Original copy of the Protection &Indemnity (P&I) Blue Card from approved P&I Club.</p> <p>ii. Valid copy of Nigerian Registry Certificate.</p> <p>iii. Other relevant Marine Environment Protection Documents.</p>
4.	<p>Civil Liability for Bunker for Non-Convention Vessels Validity-1 year</p> <p>For all self-propelled ships less than 1,000GT (as in 2 above).</p>	<p>Bunker Convention</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<p>I Original copy of the Protection & Indemnity (P&I) Blue Card from approved P&I Club.</p> <p>ii. Valid copy of Nigerian Registry Certificate.</p> <p>iii. Other relevant Marine Environment Protection Documents.</p>
5.	<p>Civil Liability for Wreck for Non-Convention Vessels Validity-1 year</p> <p>For all ships less than 300GT (as in 3 above).</p>	<p>Nairobi WRC 2007, article 12</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<p>I Original copy of the Protection & Indemnity (P&I) Blue Card from approved P&I Club.</p> <p>ii. Valid copy of Nigerian Registry Certificate.</p> <p>iii. Other relevant Marine Environment Protection Documents.</p>

6.	Nigerian Oil Pollution Prevention Certificate For non-convention vessels (below 150GT for tankers & 400GT for other vessels) under the provisions of MARPOL Annex I, regulation 7.	MARPOL Annex I, regulation 6.1 RENEWAL: Three (3) months prior to or after expiration.	1. Ship Particulars. 2. Valid Certificate of Registry for the vessel.
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SECTION B: AUTHORIZATIONS

S/N	STATUTORY DOCUMENT	CONVENTIONAL BASIS / RENEWAL TIMELINES	REQUIREMENTS
1.	International Oil Pollution Prevention (IOPP) Certificate Validity- 5 years For Oil Tankers of 150GT & above or other Ship of 400GT above.	MARPOL Annex I, regulation 7 RENEWAL: Three (3) months prior to or after expiration.	1. Ship Particulars. 2. Valid Certificate of Registry for the Vessel. 3. Valid Certificate of Class recognised by NIMASA. 4. Copy of approved SOPEP Manual.
2.	International Sewage Pollution Prevention (ISPP Certificate) Validity- 5 years For ships of 400GT & above or every ship certified to carry more than 15 persons.	MARPOL Annex IV, regulation 5 MEPC / Circ. 408 RENEWAL: Three (3) months prior to or after expiration.	1. Ship Particulars. 2. Valid Certificate of Registry for the Vessel. 3. Valid Certificate of Class recognised by NIMASA. 4. Copy of approved SOPEP Manual.
3.	International Air Pollution Prevention (IAPP) Certificate Validity- 5 years Any ship of 400 gross tonnage and above engaged in voyages to ports or offshore terminals under the jurisdiction of other parties and platforms and drilling rigs engaged in voyages to waters under the sovereignty or jurisdiction of other parties of the protocol of 1997.	MARPOL Annex VI, regulation 6 RENEWAL: Three (3) months prior to or after expiration.	1. Ship Particulars. 2. Valid Certificate of Registry for the Vessel. 3. Valid Certificate of Class recognised by NIMASA. 4. Copy of approved SOPEP Manual.

4.	<p>International Anti-Fouling System (AFS) Certificate</p> <p>Validity-5 years</p> <p>Ships of 400GT and above/greater than or equal to 24meters long engaged in international voyages, excluding fixed or floating platforms, FSUs and FPSOs, shall be issued after inspection and survey an international Anti-Fouling System Certificate together with a record of Anti-Fouling Systems.</p>	<p>AFS 2001, regulation 2(1) of Annex 4</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Ship Particulars. 2. Valid Certificate of Registry for the vessel. 3. Valid Certificate of Class recognised by NIMASA. 4. Copy of approved SOPEP manual.
5.	<p>International Ballast Water Management Certificate</p> <p>Ships of 400 gross tonnage and above to which the BWM 2004 applies (ships engaged in international voyages or fitted with Ballast Water Treatment System), excluding floating platforms, FSUs, and FPSOs, shall be issued the certificate after successful completion of a survey conducted in accordance with regulation E-1.</p>	<p>BWM 2004, regulation E-2</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Valid copy of Nigerian Registry Certificate. 2. Certificate of Class.
6.	<p>International Maritime Dangerous Goods (IMDG) Certificate of Compliance</p> <p>Any vessel involve in transport of International Maritime Dangerous Goods in packaged form.</p>	<p>BCH Code, section 1.6</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Certificate of Registry. 2. Survey certificate (Fitness).
7.	<p>Ship Board Energy Efficiency Management Plan-Part 1 Approval (SEEMP-1)</p> <p>Validity-5 years</p> <p>All ships of 400 gross tonnage and above, excluding platforms (including FPSOs, FSUs and drilling rigs) regardless of their propulsion, shall keep on board a ship specific Ship Energy Efficiency Management Plan (SEEMP). This may form part of the Ship's Safety Management System (SMS).</p>	<p>MARPOL Annex VI, regulation 22; MEPC. 1/Circ. 795</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Valid copy of Nigerian Registry Certificate. 2. Copy of IAPP Certificate. 3. Copy of SEEMP.

8.	<p>International Energy Efficiency Certificate (IEEC)</p> <p>Validity-5 years</p> <p>Any ship of 400 gross tonnage and above before that ship may engage in voyage to ports of offshore terminals under the jurisdiction of others parties.</p>	<p>MARPOL Annex VI, regulation 6</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Valid copy of Nigerian Registry Certificate. 2. Copy of IAPP Certificate.
9.	<p>Nitrogen Oxide Technical File Approved (NOx-Tech)</p> <p>Validity-1 year</p> <p>Every marine diesel engine installed on board a ship shall be provided with technical file. The technical file shall be prepared by the applicant for engine certification and approved by the Administration, and is required to accompany an engine throughout its life on board the ship. The technical file shall contain the information as specified in paragraph 2.4.1 of the NOx Technical Code, 2008.</p>	<p>NOx Technical Code 2008, paragraph 2.3.4</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Valid copy of Nigerian Registry Certificate. 2. Certificate of Class.
10.	<p>INTERNATIONAL POLLUTION PREVENTION CERTIFICATE FOR THE CARRIAGE OF NOXIOUS LIQUID SUBSTANCES IN BULK (INLSC)</p> <p>Any ship carrying noxious liquid substances in bulk and which is engaged in voyages to ports or terminals under the jurisdiction of other parties to MARPOL.</p>	<p>MARPOL Annex II, regulation 9</p>	<ol style="list-style-type: none"> 1. Valid copy of Nigerian Registry Certificate. 2. Certificate of Class.

SECTION C: EXEMPTIONS			
S/N	STATUTORY DOCUMENT	CONVENTIONAL BASIS / RENEWAL TIMELINES	REQUIREMENTS
1.	Oil Discharge Monitoring Equipment (ODME) Exemption Validity -1 year Every oil tanker fitted with Oil Discharge Monitoring and Control Systems shall be provided with instructions as to the operation of the system in accordance with the approved operational manual approved. Nigerian Flagged Vessel with faulty ODME on board shall be granted an exemption for a period of not more than 1 year to enable fixing or replacement of the faulty.	MARPOL Annex I, regulation 31; resolution A.496 (XII); resolution A.586(14), as amended by resolution MEPC. 24(22); resolution MEPC.108(49), as amended by resolution MEPC.240(65)	1. IOPP Certificate. 2. Ship Particulars. 3. Valid copy of Nigerian Registry Certificate 4. Valid Certificate for SOPEP Manual. 5. Diagram of the holding tanks, capacity and voyage duration.
2.	Oil Filtering Equipment (OFE)/Oily Water Separator (OWS) Exemption. Validity -1 year Every oil tanker fitted with Oil Filtering Equipment shall be provided with instructions as to the operation of the system in accordance with the approved operational manual. Nigerian flagged vessels with faulty OFE/OWS on board shall be granted an exemption for a period of not more than 1 year to enable fixing or replacement of the faulty equipment.	MARPOL Annex I	1. IOPP Certificate. 2. Ship Particulars. 3. Valid Certificate of Registry . 4. Valid Certificate for SOPEP Manual. 5. Diagram of the holding tanks, capacity and voyage duration.
3.	Ballast Water Management Exemption (BWME) Validity - 5 years for Nigerian flag vessels and 2 Years for Foreign Flag vessels. Cabotage vessels not engaged in international voyage may be issued exemptions where such vessel: 1. Is less than 400GT;	BWM 2004, regulation B-1; resolution MEPC. 127(53)	1. Valid copy of Nigerian Registry Certificate. 2. Certificate of Class. 3. Cabotage Status.

	2. Is faulty or not fitted with Ballast Water Treatment System on board; 3. Has sealed ballast tanks.		
4.	Exemption for Survey on Fuel Consumption Every ship 5,000GT & above using Bunker.	MARPOL Annex I, regulation 22	1. Ship Particulars, 2. Valid copy of Nigerian Registry Certificate.

SECTION D: PLAN/MANUAL APPROVALS

S/N	STATUTORY DOCUMENT	CONVENTIONAL BASIS / RENEWAL TIMELINES	REQUIREMENTS
1.	Ship-Board Oil Pollution Emergency Plan (SOPEP) Manual/Oil Pollution Emergency plan (OPEP) Validity -5 years. Every oil tanker of 150 gross tonnage and above and every ship other than an oil tanker of 400 gross tonnage and above shall carry on board a shipboard Oil Pollution Emergency Plan (SOPEP) approved by the Administration while the Oil Pollution Emergency Plan (OPEP) applies to Oil Storage Platforms/Facilities.	MARPOL Annex I, regulation 37; MEPC.54(32) as amended by resolution MEPC.86(44) RENEWAL: Three (3) months prior to or after expiration.	1. Three copies SOPEP in line with the IMO Guidelines. 2. Valid copy of Certificate of Registry.
2.	Ship-Board Marine Pollution Emergency Plan (SMPEP) Manual Validity -5 year Every ship of 150 gross tonnage and above certified to carry noxious liquid substance in bulk shall carry on board a shipboard marine pollution emergency plan for noxious liquid substances approved by the administration.	MARPOL Annex II, regulation 17; resolution MEPC.85(44), as amended by resolution MEPC.137(53) RENEWAL: Three (3) months prior to or after expiration.	1. Three copies of SMPEP in line with the IMO Guidelines. 2. Valid copy of certificate of registry.

3.	<p>Ship to Ship Transfer Operation Plan (STS) Manual</p> <p>Validity-5 years.</p> <p>Any Oil Tanker involved in STS operations shall carry on board a plan prescribing how to conduct STS operation (STS operation plan) not later than the date of the first annual, intermediate or renewal survey of the ship to be carried out on or after 1 January 2011. Each oil tanker's STS operations plan shall be approved by the Administration. The STS operations plan shall be written in the working language of the ship. Records of STS operations shall be retained on board for three years and be readily available for inspection.</p>	<p>MARPOL Annex I, regulation 41</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Submit three (3) copies of prepared STS operation plan for approval. 2. Valid Certificate of Registry.
4.	<p>Garbage Management Plan (GMP)</p> <p>Validity-5 years</p> <p>Every ship of 100 gross tonnage and above and every ship which is certified to carry 15 persons or more shall carry a garbage management plan which the crew shall follow.</p> <p>Also applies to Fixed or Floating Platforms (FPSOs).</p>	<p>MARPOL Annex V, regulation 10; resolution MEPC.220(63)</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Submit three (3) copies of prepared GMP for approval. 2. Valid Certificate of Registry.
5.	<p>Waste Management Plan (WMP)</p> <p>Companies generating solid and liquid wastes.</p>	<p>MARPOL Convention</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Submit three (3) copies of prepared WMP for approval. 2. Valid Certificate of Registry.
6.	<p>International Ballast Water Management Plan (BWMP) Each ship engaged in international voyage shall have on board and implement a ballast water management plan. Such a plan shall be approved by the Administration taking into account guidelines developed by the organisation.</p>	<p>BWM 2004, regulation B-1; resolution MEPC.127(53)</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Submit three (3) copies of prepared BWMP for approval. 2. Valid Certificate of Registry.

7.	<p>Marine Environment Management Plan (MEMP)</p> <p>For all projects/activities at sea including FPSOs, FSUs, Submarine Cable Laying, Power Barge, Offshore Wind Energy, Siesmic Survey, Carbon Capture and Storage (CCS).</p> <p>NB. The Agency must be consulted as a major stakeholder for all marine situated projects from onset.</p>	<p>UNCLOS</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Marine Environment Management Plan. 2. Environmental Impact Assessment (EIA). 3. Other relevant documents.
8.	<p>Decommission Plan for Offshore Projects (DPOP)</p> <p>For FPSOs, FSU and other platforms.</p>	<p>UNCLOS, London Dumping Convention</p> <p>RENEWAL: Per operation.</p>	<ol style="list-style-type: none"> 1. Marine Environment Management Plan. 2. Environment Impact Assessment (EIA).
9.	<p>Ship Board Energy Efficiency Management Plan-Part II Approval (SEEMP-II)</p> <p>Validity-5 Years</p> <p>All ships of 400 gross tonnage and above, excluding platforms (including FPSOs and FSUs) and drilling rigs, regardless of their propulsion, shall keep on board a ship specific Ship Energy Efficiency Management Plan (SEEMP). This may form part of the ship's Safety Management System (SMS).</p>	<p>MARPOL ANNEX I</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. Ship Energy Efficiency Management Plan. 2. Certificate of Registry.
10.	<p>Crude Oil Washing System Equipment Manual (COWEM) Approval</p> <p>Validity-1 year</p> <p>Every oil tanker operating with crude oil washing systems shall be provided with an operations and equipment manual detailing the system and equipment and specifying operational procedures. Such a manual shall be to the satisfaction of the Administration and shall contain all the information set out in the specifications referred to in regulation 35 of Annex I of MARPOL.</p>	<p>MARPOL Annex I, regulation 35; resolution MPEC.81(43)</p> <p>RENEWAL: Three (3) months prior to or after expiration.</p>	<ol style="list-style-type: none"> 1. IOPP Certificate. 2. Record of Construction ad Equipment. 3. The validity and date of the COW Operations and Equipment Manual; 4. The Oil Record Book; and 5. Cargo Ship Safety Equipment Certificate.

11.	Offshore Oil/Chemical Spill Contingency Plan (OSPC) Manual For Oil Companies.	MARPOL Annex I RENEWAL: Three (3) months prior to or after expiration.	1. Three copies of Offshore Oil/Spill Contingency Plan in line with the IMO Guideline. 2. Valid copy of Certificate of Registry.
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SECTION E: RECORDS BOOKS

S/N	STATUTORY DOCUMENT	CONVENTIONAL BASIS / RENEWAL TIMELINES	REQUIREMENTS
1.	Oil Record Book Part I (Machinery Space Operation) Every oil tanker of 150 gross tonnage and above and every ship of 400 gross tonnage and above other than an oil tanker shall be provided with an Oil Record Book, Part 1 (Machinery space operations).	MARPOL Annex I, regulations 17 and 36	1. Certificate of Registry. 2. Ship Particulars.
2.	Oil Record Book Part I (Cargo/Ballast Operations) Every oil tanker of 150 gross tonnage and above shall also be provided with an Oil Record Book, Part II (Cargo/Ballast operations).	MARPOL Annex I, regulations 17 and 36	1. Certificate of Registry. 2. Ship Particulars.
3.	Garbage Record Book Every ship of 400 gross tonnage and above and every ship which is certified to carry 15 persons or more engaged in voyage to ports or offshore terminals under the jurisdiction of other parties to the convention and every fixed and floating platform engaged in exploration and exploitation of the seabed shall be provided with a Garbage Record Book.	MARPOL Annex V, regulation 10	1. Certificate of Registry. 2. Ship Particulars.

4.	Ballast Water Record Book Each ship (engaged in international voyage) shall have on board a ballast water record book that may be an electronic record system, or that may be integrated into another record book or system and which shall at least contain the information specified in appendix II of the Convention. The ballast water record book entries shall be maintained on board the ship for a minimum period of two years after the last entry has been made and thereafter in the Company's control for a minimum period of three years.	BWM 2004, regulation B-2	1. Certificate of Registry. 2. Ship Particulars.
5.	FUEL OIL NON-AVAILABILITY REPORT TEMPLATE (FONAR) Every ship 400GT & above using bunker should ensure the report of non-availability of compliant fuel oil (0.5% Sox) on the template.	MARPOL Annex VI, regulation 18.2	1. Certificate of Registry. 2. Ship Particulars. 3. Copy of IAPP Certificate.
SECTION F: PERMITS			
S/N	STATUTORY DOCUMENT	CONVENTIONAL BASIS / RENEWAL TIMELINES	REQUIREMENTS
1.	Ship Scrapping Facility Permit Validity- 1 year All ship scrapping facilities require a permit to operate ship recycling facility.	Hongkong Convention RENEWAL: Three (3) months prior to or after expiration.	1. Completed application form. 2. Map of Facility. 3. Letter of Indemnity. 4. Compulsory Insurance Cover. 5. Certificate of Incorporation of Business. 6. Company profile. 7. List of staff and their qualifications.

			<ol style="list-style-type: none"> 8. Evidence of Health Facility/Retainership. 9. Company operational safety rules/HSE Manual. 10. Lease Agreement/Evidence of Ownership. 11. Environmental Impact Assessment Report. 12. Ship Scrapping Facility Plan. 13. Waste Management Plan. 14. Emergency Contingency Plan. 15. Fire and Oil Spill Drill Plan. 16. Enclosed Space Entry Permit. 17. Security Schedule.
2.	<p>Ship Scrapping Permit Required for commencement of ship scrapping operation.</p>	<p>Hongkong Convention</p> <p>RENEWAL: Per operation.</p>	<ol style="list-style-type: none"> 1. NIMASA approved Ship Recycling Plan (SRP). 2. Deletion Certificate. 3. Letter of Indemnity from an insurance company. 4. Compulsory insurance cover. 5. Workman insurance cover. 6. Bill of Sale. 7. International Ready for Recycling Certificate (for ships >500GT) supplemented by the inventory of hazardous materials. 8. International Certificate on Inventory of hazardous materials (for vessel of parties to convention). 9. Any other relevant documents and ship drawings.
3.	<p>Ship Wreck Removal Permit (SWRP) For removal of identified ship wrecks.</p>	<p>Nairobi Convention 2007</p>	<ol style="list-style-type: none"> 1. Reporting wrecks: A master and operator of a ship flying Nigerian flag is obliged to report the Administration without delay when that ship has been involved in a maritime casualty resulting in a wreck.

			<p>2. The report shall provide relevant information necessary to determine if the wreck poses a hazard. Such information includes:</p> <ul style="list-style-type: none">▪ The precise location of the wreck;▪ The type, size and construction of the wreck;▪ The nature of the damage to, and the condition of the wreck;▪ The nature and quantity of the cargo, in particular any hazardous and noxious substance and▪ The amount and types of oil, including bunker oil and lubricating oil on board. <p>3. Registered owner shall remove a wreck determine to constitute hazard under the following conditions:</p> <ul style="list-style-type: none">▪ Application letter for wreck removal permit from the owner of the vessel;▪ Provide evidence of insurance or other financial security to cover liability;▪ Submission of Wreck Removal Plan to be approved by the Agency;▪ Evidence of Safety and Pollution Prevention measures in place. These should include but not limited to;▪ Daily safety briefing prior to commencement of work;
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			<ul style="list-style-type: none"> Compulsory Personal Protective Equipment (PPE) e.g. safety goggle, safety boots, life jackets, hand gloves etc; Fire fighting equipment; A Waste Management Plan; Spill Response Plan.
4.	Decanted Water Discharge Permit For oil production/exploration companies.	MARPOL Annex I	<ul style="list-style-type: none"> Certificate of Registry; Ship particulars; Other statutory documents; Details of operations.
5.	FPSO Produce Water Discharge Permit For oil production/exploration companies.	MARPOL Annex I	<ul style="list-style-type: none"> Certificate of Registry; Ship particulars; Other statutory documents; Details of operations.
6.	Dumping For dumping of substance into the marine environment.	LONDON PROTOCOL	<ul style="list-style-type: none"> Application; Sea Bed Survey Sensitivity Study; Environmental Impact Assessment(EIA).
7.	Dredging Permit(DRP) For dredging of jetties, terminal and ports.	LONDON PROTOCOL	<ul style="list-style-type: none"> Environmental Impact Assessment(EIA); Dredging Plan.
8.	Dumping Fees For dumping of dredged materials into the marine environment.		<ul style="list-style-type: none"> Details and quantity of dredged materials to be dumped into the marine environment.
9.	Standard Operating Procedures for IMDG Companies dealing with International Maritime Dangerous Goods.	IMDG Code	<ul style="list-style-type: none"> Copy of SOP.

10.	Provisional Permit to Issue P&I Blue Card Nigerian Flag Vessels) For all non-international group of P&I Club members to provide P&I Blue cards to Nigeria flag vessels.	CLC 1992 RENEWAL: Three (3) months prior to or after expiration.	1. Evidence of financial capacity to provide insurance for Nigerian Flag vessels.
11.	Submarine Cable Corridor Permit (SMCCP) Telecom companies.	UNCLOS	1. Sea bed survey of the cable route. 2. Length of cable in the Nigerian EEZ. 3. Nature of cable.
12.	Pipeline Corridor Permit (PCP) All companies with submarine pipelines.	UNCLOS and Merchant Shipping Act.	1. Sea bed survey of the pipeline. 2. Length and circumference of pipe in the Nigerian EEZ.
13.	Offshore Power Barge Permit (OPBP)	UNCLOS and MARPOL	
14.	Permit for Carriage of Dangerous Good In Bulk (PCDGB) Any ship carrying Dangerous substances in bulk and which is engaged in voyage to ports or terminals under the jurisdiction of other parties to MARPOL.	MARPOL Annex II, regulation 9 RENEWAL: Per operation.	1. Valid copy of Nigerian Registry Certificate. 2. Certificate of Class.
15.	Tank Cleaning Accreditation (TCA) Certificate Validity- 1 year Every company engaged in tank cleaning operations within the Nigeria Territory.	MARPOL Annex II, appendix VI, regulations 13 and 16, Part XXIII Section 336 of the Merchant Shipping Act (MSA), 2007 and part X of the NIMASA Act, 2007 RENEWAL: Three (3) months prior to or after expiration.	1. Article of Incorporation with Corporate Affairs Commission (CAC). 2. List of equipment. 3. List of qualified personnel to conduct tank cleaning operation (attach certificates or any proof of training taken to qualify to perform tank cleaning operation). 4. Evidence of previous contract of tank cleaning operations carried out in the past. (If any). 5. Plan for the conduct of tank cleaning activity.

			<ol style="list-style-type: none"> 6. Emergency plan/ HSE policy in case of injury /accident. 7. Copy of approved Operational permit for tank cleaning operation/services from Department of Petroleum Resource (DPR). 8. Waste Disposal Plan. 9. Contract of the company for proper disposal.
16.	CLEARANCE TO CONDUCT TANK CLEANING (CTC). Required before embarking on tank cleaning operation (Private / Commercial).	MARPOL Annex II, appendix VI, regulation 13 and 16, Part XXIII Section 336 of the Merchant Shipping Act, 2007 and Part X of the NIMASA Act, 2007.	<ol style="list-style-type: none"> 1. Ship Particulars. 2. Company information. 3. Evidence of compliance with safe tank cleaning operation.
SECTION G: LEVIES			
S/N	STATUTORY DOCUMENTS	BASIS	REQUIREMENTS
1.	Sea Protection Levy (SPL) Per call for foreign vessels.	Marine Environment (Sea Protection Levy) Regulation, 2012 No. 53 Vol. 99 of the Federal Republic of Nigeria Gazette.	<ol style="list-style-type: none"> 1. Ship Particulars.
2.	Sea Protection Levy (SPL) Annual for Nigerian flag vessels.	Marine Environment (Sea Protection Levy) Regulation, 2012 No. 53 Vol. 99 of the Federal Republic of Nigeria Gazette.	<ol style="list-style-type: none"> 1. Ship Particulars.
3.	Sea Protection Levy (SPL) On offshore oil installations.	Marine Environment (Sea Protection Levy) Regulation, 2012 No. 53 Vol. 99 of the Federal Republic of Nigeria Gazette.	<ol style="list-style-type: none"> 1. Ship Particulars.

4.	Offshore Waste Reception Facility Levy (OWRFL) on Offshore Vessels	Merchant Shipping (Ship Generated Marine Waste Reception Facility) regulation 2012 no 52 of the Federal Republic of Nigeria Gazette.	1. Ship Particulars.
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*ission of an application for registration does not
that a vessel will be accepted for entry into the
an Ship Registry.*

*rther information and instructions on registration,
e contact: **registrarofships@nimasa.gov.ng**
@nimasa.gov.ng*

For technical enquiries please contact:

- Maritime Safety and Seafarers Standards Department (MSSSD)
msss@nimasa.gov.ng
- Marine Environment Management Department (MEMD)
marineenvironment@nimasa.gov.ng
- Maritime Labour Services Department (MLSD)
mls@nimasa.gov.ng

Tel: +234 811 319 4441