



Luxembourg, 29 August 2018

## Circular CAM 011/2018

**Subject:** Use of Electronic Record Books for MARPOL Related Record Keeping

**To:** All Accredited Shipping Managers, ship owners, ship operators, Masters, designated persons of Luxembourg flagged ships, RO's

**O/Ref.:** AH/109469

### Background

IMO requires recording of information on board ships, either in paper or electronic format. Detailed guidance on the use of electronic record books is currently being developed by the Marine Environment Protection Committee (MEPC) of the IMO. Although they are developed specifically for MARPOL requirements, these guidelines may be applied to other e-recording systems.

The present circular is therefore valid until the development process of the IMO guidance is finalised, which can be expected in 2019.

### Decision

The purpose of the present Circular is to confirm that the Commissariat aux affaires maritimes will accept the use of electronic record books (e-RBs) on board of Luxembourg flagged vessels for record keeping requirements related to the International Convention for the Preventions of Pollution from Ships (MARPOL Convention).

When eRBs are used on board a Luxembourg flagged vessel, hard copies of all entries must **be printed out in the format specified in the relevant Annex to MARPOL.**

Until further notice, these printed copies of the entries will be considered as the official RB and must be made available upon request by flag and/or port State control inspectors.

Furthermore, the following conditions apply when the e-RB is maintained on board a Luxembourg flagged vessel:

- A printed out version of the following forms shall accompany the printed record book entries:
  - o Annex I, Appendix III-Form of Oil Record Book (ORB) 'Introduction', 'List of items to be Recorded (Part I)''List of items to be Recorded (Part II)' and 'Plan View of Cargo and Slop Tanks';
  - o Annex II, Appendix II-Form of Cargo Record Book (CRB) 'Introduction', 'List of items to be Recorded' and 'Plan View of Cargo and Slop Tanks';
  - o Annex V, Appendix II - Form of Garbage Record Book (GRB) 'Introduction' Part I & II (as applicable), Garbage and garbage management, Description and entries to be made the GRB.

- Each printed entry has to be signed by the officer in charge.
- Each printed page of entries has to be signed by the master.
- Each page of entries must be sequentially numbered.
- All corrections and/or additions are to be done in the e-RB. No hand written corrections/additions are allowed if they are not reflected first in the e-RB.

### **Technical Requirements**

The manufacturer will have to issue a declaration stating that their software:

- complies with the above mentioned instructions
- has been developed in accordance with and complies with:
  - o regulations 17 and 36 of Annex I of MARPOL
  - o IMO MEPC Circ. 736/Rev.2
  - o Draft Guidance for the use of electronic record books under MARPOL
- complies with/and refers to the format and content of the requirements of the IMO Conventions
- has been properly installed on board the Luxembourg flagged vessel, tested and is fully functional

Furthermore, a software conformance certificate has to be issued by a Recognised Organisation authorized by Luxembourg.

Adequate dissemination of this information within your company is requested.



(s) Robert BIWER  
Government Commissioner  
for maritime affairs