



# REPUBLIC OF THE MARSHALL ISLANDS

MARITIME ADMINISTRATOR

Marine Notice

No. 2-011-12

Rev. Apr/2018

**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF  
MERCHANT SHIPS, AND RECOGNIZED ORGANIZATIONS**

**SUBJECT: IMO Unique Company and Registered Owner Identification Number  
Scheme and IMO Ship Identification Number Scheme**

**References:** (a) SOLAS, *International Convention for the Safety of Life at Sea*, Consolidated Edition 2014  
(b) IMO Assembly Resolution [A.1117\(30\)](#), *IMO Ship Identification Number Scheme*, adopted 18 December 2017  
(c) IMO Resolution [MSC.160\(78\)](#), *Adoption of the IMO unique company and registered owner identification number scheme*, adopted 20 May 2004  
(d) IMO Circular Letter No. [2554/Rev.3](#), *Implementation of IMO Unique Company and Registered Owner Identification Number Scheme (resolution MSC.160(78))*, issued 04 March 2014  
(e) IMO Circular Letter No. [1886/Rev.6](#), *Implementation of Resolution A.1078(28) – IMO Ship Identification Number Scheme*, issued 08 August 2016.

## PURPOSE

This Notice clarifies the applicability for and the procedures to be followed by Republic of the Marshall Islands (RMI) vessels and companies in complying with the International Maritime Organization (IMO):

- IMO Unique Company and Registered Owner Identification Number Scheme (“Company Scheme”); and
- IMO Ship Identification Number Scheme (“Ship Scheme”).

It supersedes Rev. 7/12. The Notice reflects the addition of the Ship Scheme and establishes the RMI Maritime Administrator’s (the “Administrator”) policy in applying that scheme to the expanded scope of vessels. Hyperlinks are provided to the forms used for requesting identification numbers. With the addition of the Ship Scheme to this Notice, Marine Safety Advisory #43-03 is revoked.

## BACKGROUND

The Company and Ship Schemes were adopted as measures to enhance maritime safety, security and environmental protection, and to facilitate the prevention of maritime fraud. In the Company

Scheme a permanent number (the “Company Number”) is assigned to identify each company and/or registered owner managing ships engaged on international voyages. The Company Scheme was introduced in 2004 through the adoption of IMO Resolution [MSC.160\(78\)](#) and took full effect 01 January 2009.

The Ship Scheme was adopted in 1987 by IMO Assembly Resolution [A.600\(15\)](#). Under this scheme a permanent identification number (“Ship Number”) is assigned to a ship. This number remains unchanged upon transfer of flag and is inserted on ships’ certificates. Most recently the Ship Scheme was amended by IMO Assembly Resolution [A.1117\(30\)](#) to extend its application on a voluntary basis to a wider scope of vessels. While the Administrator believes that the assignment of IMO Ship Numbers to all vessels provides many safety and security benefits, it only requires the assignment of IMO Ship Numbers to those vessels specifically identified in the International Convention for the Safety of Life at Sea (SOLAS) Regulation XI-1/3.

## **APPLICABILITY**

### **1.0 Company Number:**

- 1.1 Companies and registered owners of ships engaged on international voyages must be assigned a unique IMO Company identification number as required by SOLAS Chapter XI-1/3-1. Exceptions to this requirement include:
1. cargo ships of less than 500 gross tonnage (GT);
  2. ships not propelled by mechanical means;
  3. pleasure yachts not engaged in trade (i.e., private yachts); and
  4. fishing vessels.
- 1.2 Companies and registered owners that are not required to obtain a Company Number may voluntarily do so for their ships of 100 GT and above.

### **2.0 Ship Number:**

- 2.1 ***Mandatory application:*** Passenger ships of 100 GT and above, and all cargo ships of 300 GT and above must be assigned a Ship Number as required by SOLAS Regulation XI-1/3.
- 2.2 ***Voluntary application:*** The Company and/or Registered Owner may apply at their discretion for a Ship Number for vessels authorized to operate outside RMI waters as follows:
- .1 ships of 100 GT and above;
  - .2 fishing vessels of 100 GT and above made of steel and non-steel hull construction;
  - .3 passenger ships of less than 100 GT;
  - .4 high-speed passenger craft and mobile offshore drilling units covered by SOLAS Regulation V/19-1; and
  - .5 motorized inboard fishing vessels of less than 100 GT down to a size limit of 12 meters in length overall (LOA).

2.3 ***Excepted vessels:*** A Ship Number is not required for the following vessels:

- .1 ships without mechanical means of propulsion;
- .2 pleasure yachts;
- .3 ships engaged on special service<sup>1</sup>;
- .4 hopper barges;
- .5 floating docks and structures classified in a similar manner;
- .6 ships of war and troop ships; and
- .7 wooden ships, other than fishing vessels.

## **REQUIREMENTS**

### **1.0 Definitions**

- 1.1 **Company** has the same meaning as in SOLAS Regulation IX/1, and in the International Safety Management (ISM) Code.
- 1.2 **Registered Owner** is the owner specified on a ship's Certificate of Registry issued by an Administration.

### **2.0 Company Scheme**

#### **2.1 *Company Number***

- 2.1.1 New Companies and/or Registered Owners managing ships covered by the Company Scheme are assigned a Company Number when their ship is issued a Certificate of Registry by an Administration.
- 2.1.2 The Company Number remains unchanged upon transfer of a Company and/or Registered Owner's ship to another flag and will be included on a Company's Document of Compliance (DOC), the ship's Safety Management Certificate (SMC), International Ship Security Certificate (ISSC) and Continuous Synopsis Record (CSR) wherever the Company and/or Registered Owner's name should appear.
- 2.1.3 The Company Number remains unchanged, but unused, in the event a Company and/or Registered Owner sells, or otherwise disposes of, its ship(s) and does not begin operating new ship(s).
- 2.1.4 The Company Number remains unchanged in the event the Company and/or Registered Owner, after having sold or otherwise disposed of its ships, renews ship management at a future time.

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<sup>1</sup> For example: lightships, floating radio stations, search and rescue vessels.

- 2.1.5 The Company Number begins with the letters “IMO” followed by either “Company” or “Registered Owner,” and seven (7) digits assigned by IHS Maritime & Trade (IHSM&T) (See §4.0 of this Notice).
- 2.1.6 IHSM&T maintains a full history audit trail of changes to Company and/or Registered Owner information, with the date of each change recorded. When Companies and/or Registered Owners merge, IHSM&T assigns the Number of the larger Company and/or Registered Owner to the new amalgamated entity, while the Number of the smaller entity is frozen and not re-used. IHSM&T maintains the history of Companies and/or Registered Owners of ships on its database.

## 2.2 *Administrator Processes*

- 2.2.1 Original information about a Company and/or Registered Owner will be collected by the Administrator through the application documentation required at the time of registration. The information collected is that which the Administrator ordinarily collects during the registration process, namely:
- .1 Company/Registered Owner name-styles;
  - .2 country/State of incorporation (registration);
  - .3 date of incorporation; and
  - .4 full address (operational address<sup>2</sup>) and contact details.
- 2.2.2 During registration, the Company and Registered Owner are expected to provide the Company Number assigned to it. The Administrator may contact IHSM&T to confirm the Numbers provided by the Company and Registered Owner.
- 2.2.3 The Administrator will routinely synchronize its database with that of IHSM&T.

## 3.0 **Ship Scheme**

### 3.1 *Ship Number*

- 3.1.1 Prior to requesting the issuance of a Ship Number from IHSM&T, owners and/or operators need to verify whether a Ship Number has already been assigned.
- 3.1.2 In the case of newbuilding vessels, the usual procedure is that a Ship Number has already been assigned at the request of the classification society or shipbuilder concerned.
- 3.1.3 Assigned Ship Numbers are available in the IMO [Global Integrated Shipping Information System](#) (GISIS) module. Click on the “Ship and Company Particulars” icon.

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<sup>2</sup> The operational address can be the address of a head office or a branch office, or a care-of address for the registered owner or company which has been issued with a DOC and managing the ship for which communication details are provided, hereafter called the “DOC Company.” The operational address of companies and registered owners is recorded.

## 4.0 Obtaining Numbers

- 4.1 The Company and Ship Schemes are managed in parallel without charge by IHSM&T. The Company Number is not, however, the same as the Ship Number.
- 4.2 IMO Company and Ship Numbers may be obtained from [IHSM&T](#). First time users must register for an account, after which the appropriate forms for requesting an IMO Number (Company or Ship) can be downloaded in either MSWord or PDF formats.
- 4.3 Alternatively, the appropriate form(s) may be requested from IHSM&T as follows:

**Address:** IHS Maritime & Trade, Sentinel House  
163 Brighton Road  
Coulsdon, Surrey, CR5 2YH United Kingdom

	<b>Company Number</b>	<b>Ship Number</b>
<b>Telephone:</b>	+44 2032 532100	+44 1334 328300
<b>Email:</b>	maritime. <a href="mailto:owners@ihs.com">owners@ihs.com</a>	ship.imo. <a href="mailto:ihs.com">ihs.com</a>

- 4.3.1 IHSM&T accepts electronic and paper request forms from Companies and Registered Owners. These forms also may be used for updating information. IHSM&T will confirm updated Company information with the Administrator.
- 4.3.2 IHSM&T accepts electronic and paper request forms from Recognized Organizations (ROs) that undertake SMC and DOC audits, and from Recognized Security Organizations (RSOs) that undertake ISSC audits for Companies who have not previously been assigned a Number.

## 5.0 CSR

- 5.1 The IHSM&T website is also available to Companies and Registered Owners for completion of the CSR numbering requirements (IMO Assembly Resolution [A.959\(23\)](#)). Alternatively, these numbers are available on [Equasis](#).

## 6.0 Information Verification

- 6.1 The IHSM&T websites allow Administrations to look up Numbers as well as communicate correct details on existing Company and ship records. The Administrator assumes no duty in its participation in the two (2) IMO numbering schemes to examine, correct, change, alter, or modify information contained on the IHSM&T website, or to notify IHSM&T of incorrect information contained on the website.
- 6.2 The IHSM&T websites are used by port State control authorities to verify ship documentation. The Administrator will not accept or be held responsible for mistakes or errors in the information on these websites. Thus, it is essential that Companies and Registered Owners provide IHSM&T and the Administrator with accurate, matching information.