



<b>Title:</b>	Technical Requirements for Special Registrations	
<b>To:</b>	Deputy Registrars, Ship Owners, ISM Operators, Recognized Organizations, Recognized Security Organizations	
<b>MMN Superseded:</b>	N/A	<b>Revision No.:</b> N/A
<b>Issuance Date:</b>	1 October 2024	

## REFERENCE

- Merchant Marine Notice [MMN-24-003](#) (in its latest revision) Guidance for the Issuance of Short-term and or Extended Certificates by Recognized Organizations.
- IMO guidelines for Safe Ocean Towing (MSC/Circular.884 and Resolution A.765 (18)).

## 1. INTRODUCTION

- 1.1 When a vessel is sold to a new owner or is required to complete a single voyage for demolition/scraping, owners may request temporary registration to deliver the vessel. This type of registration is referred to as Special Registration under the provisions of the Belize Administration and is granted solely for delivery to an agreed location.
- 1.2 The certificate of registration for Special Registration will be valid for up to 3 months.

## 2. PURPOSE

- 2.1. The purpose of this notice is to provide guidance to Deputy Registrars, Ship Owners, ISM Operators, and Recognized Organizations on the technical requirements for vessels temporarily registered with the Belize Administration for single delivery voyages.

## 3. CONTENT

- 3.1. Vessels granted Special Registration under the flag of Belize, inter alia, must be in full compliance with:
  - 3.1.1. All requirements of IMMARBES Registration, Seafarers, and Technical Departments. Inquiries on these requirements should be directed to [registrationservices@immarbe.com](mailto:registrationservices@immarbe.com), [seafarerservices@immarbe.com](mailto:seafarerservices@immarbe.com), or [technicalservices@immarbe.com](mailto:technicalservices@immarbe.com), as appropriate.



#### **4. TECHNICAL REQUIREMENTS FOR SPECIAL REGISTRATIONS**

- 4.1. No vessel holding Special Registration may proceed to sea without explicit authorization from the flag.
- 4.2. Authorizations from the flag will depend on the mode of the voyage:

##### **Permit to Proceed**

- 4.2.1. Vessels engaged in a single delivery voyage using main engines require explicit authorization from the Flag Administration, which will be stated in the Permit to Proceed Certificate.
- 4.2.2. Issuance of a Permit to Proceed Certificate is subject to a satisfactory survey of the ship's hull, equipment and outfits, machinery installations, pumping and electrical equipment, lifesaving appliances, navigational equipment, and signalling means carried out before its departure by an organization Recognized by the Administration.
- 4.2.3. Additionally, the vessel must be provided with valid Short-Term Statutory Certificates (i.e. IOPP, CSSE, ITC, ILLC etc.) issued by the Recognized Organization.

##### **Other requirements to be verified by the Recognized Organizations**

- a. That the passage of the ship shall be self-propelled and the vessel fully manned as per its Minimum Safe Manning Certificate.
- b. The Radio Equipment on board shall meet the relevant functional requirements at all times.
- c. The voyage shall start only in favourable meteorological conditions.
- d. The passage shall be performed without passengers or cargo.
- e. In case of worsening weather conditions, course and speed will be changed accordingly and the vessel shall seek sheltered waters if possible.
- f. All access openings, outside doors, tanks air pipes and other openings through which water might intrude into the interior of the vessel will be closed weather tight.
- g. All oily mixtures must be retained on board for subsequent discharge to reception facilities upon arrival.

##### **Fitness to Proceed**

- 4.2.4. Vessels desiring to be delivered under tow require explicit authorization from the Administration and a Fitness to Proceed Certificate.



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- 4.2.5. Issuance of a Fitness to Proceed Certificate is subject to the satisfactory survey of the ship's hull, equipment and outfits, machinery installations, pumping and electrical equipment, lifesaving appliances, navigational equipment and signalling means carried out before its departure by an organization Recognized by the Administration as appropriate.
- 4.2.6. The vessel must have a Towing Certificate issued by either the Recognized Organization (RO) or an approved towage company recognized by a member of IACS (International Association of Classification Societies) or as otherwise accepted by the Administration.
- 4.2.7. Detailed information on the tug, including Name, IMO Number, Call Sign and copy of Certificate of Registration, must be provided to the Administration.
- 4.2.8. The vessel shall be provided with valid Statutory Certificates (i.e. IOPP, IAFSC, ITC, ILLC etc.) issued by the RO.

**Other requirements to be verified by the RO**

- a. The passage shall be performed without cargo.
  - b. The passage shall be performed without crew or passengers aboard.
  - c. During the length of the voyage, international day and night signals and lights shall be displayed in accordance with the relevant regulations.
  - d. The voyage shall start only in favourable meteorological conditions.
  - e. In case of worsening weather conditions, course and speed will be changed accordingly and the vessel shall seek sheltered waters if possible.
  - f. All access openings, outside doors, tanks air pipes and other openings which water might intrude through into the interior of the vessel must be closed watertight.
- 4.3. Regardless of the mode of the voyage, unless otherwise specified by the Administration, every vessel holding Special Registration Status shall be properly surveyed and certified by an authorized Recognized Organization before proceeding on its voyage.

**5. EXCEPTIONS/ EXEMPTIONS**

- 5.1. Multiple conventions allow a ship not normally engaged in international voyages to be exempted by the Administration from certain requirements for a single international voyage, provided it meets safety standards deemed adequate by the Administration.
- 5.2. Request for exemptions shall be submitted directly to the Administration via the vessel's Designated office, following the procedures outlined in [MMN-19-002](#) (in its latest revision) Requirements for the issuance of Technical Certificates.



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- 5.3. When an exemption is granted under section 5.1, the Recognized Organization shall issue a Seaworthiness Certificate, and a copy must be provided to the Administration.

## 6. ACTIONS REQUIRED

### 6.1. AUTHORIZATION

- 6.1.1. All Recognized Organizations authorized to act on behalf of the International Merchant Marine Registry of Belize must, upon request from owners/operators to conduct surveys for issuance of certificates to vessels with Special Registration status, submit a formal request for authorization to the Administration's Technical Department, following the procedures outlined in [MMN-23-003](#) (in its latest revision) regarding Reporting on Statutory Surveys and Certification Status to IMMARBE.
- 6.1.2. Deputy Registrars are required to inform all owners/operators of vessels with Special Registration status about the content of this notice.
- 6.1.3. Certificates issued to vessels with Special Registration shall be considered Short-Term Certificates, with a maximum validity equal to that of the Certificate of Registration (Navigational Patent).

## 7. FEES

- 7.1. Fees for the issuance of Short-term certificates will be in accordance with Merchant Marine Notice [MMN-24-005](#), in its latest revision.

## 8. DISCIPLINARY MEASURES

- 8.1. Failure to adhere to the requirements outlined in this Notice may result in disciplinary action as deemed appropriate by IMMARBE. This may include, but is not limited to:
- Suspension or revocation of the vessel's certification.
  - Imposition of fines or penalties.
  - Restrictions on the vessel's operations or trading activities.
  - Other legal actions as specified under the Belize Merchant Ships (Registration) Act (in its latest revision) and Statutory Instrument 56 of 1999 (as revised).
  - Actions outlined in the AGREEMENT GOVERNING THE DELEGATION OF STATUTORY CERTIFICATION SERVICES BETWEEN THE INTERNATIONAL MERCHANT MARINE REGISTRY OF BELIZE AND RECOGNIZED ORGANIZATIONS in **Section 8.4 Termination** concerning "Breach of Agreement".



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

It is imperative that all parties adhere fully to the procedures and requirements to ensure proper certification and avoid any regulatory issues.

IMMARBE appreciates your cooperation and assistance.

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This notice was issued in Belize City, Belize on 1 October 2024.



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Eng. Eduardo Simon  
Technical Manager  
IMMARBE

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Valarie Lanza (Mrs.)  
Senior Deputy Registrar  
IMMARBE

Any queries related to this Notice shall be directed to [technicalservices@immarbe.com](mailto:technicalservices@immarbe.com)