



Office of
Deputy Commissioner
of Maritime Affairs

THE REPUBLIC OF LIBERIA
LIBERIA MARITIME AUTHORITY

Marine Notice

ADM-007
Rev. 11/22

TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF MERCHANT SHIPS, AGENTS, LIBERIAN AUDITORS AND RECOGNIZED ORGANIZATIONS

SUBJECT: List of Publications, Certificates and Documents Required to be Carried On Board Ships

Reference: (a) [MSC-MEPC.2/Circ.2](#)
(b) [FAL.2/Circ.133](#); [MEPC.1/Circ.902](#); [MSC.1/Circ.1646](#); [LEG.2/Circ.4](#)

Supersedes: Marine Notice ADM-007, dated 06/18

The following changes have been included:

- a. Added reference (a) on list of publications required to be carried on board ships
- b. Updated reference (b) on list of certificates and documents required to be carried on board ships

PURPOSE:

The purpose of this Notice is to provide guidance to shipowners, operators, Master's, Liberian auditors and Recognized Organizations performing the ISM Code certification of IMO requirements on carriage of publications.

APPLICABILITY:

This Notice applies to all Liberian flag vessels.

REQUIREMENTS:

- 1.0** The publications required to be carried on board ships, along with the certificates, documents and records, are listed in the IMO Circulars referenced above. Some of the documents are ship specific.
- 2.0** IMO instruments such as the SOLAS, MARPOL, Load Lines, COLREG and STCW Conventions deal with many operational aspects, *inter alia*, navigational responsibilities, safety-related training/drills on board, safe cargo handling, oil spill prevention, collision avoidance activities and watchkeeping standards. Therefore, these publications, although not

expressly required by IMO instruments, should be carried on board in order to improve the crew's knowledge and to enhance the implementation of IMO instruments. No deficiency should be filed by port State control authorities against ships not carrying such publications on board. However, a non-conformity should be filed by ISM auditors against ships not carrying such publications on board in accordance with Liberian regulations and/or the ship's Safety Management System (SMS).

3.0 Some of the required publications may be accepted in the form of electronic media such as CD-ROM in lieu of hard copies. Acceptable publications in electronic form are those issued by IMO or the Administration or a body authorized by the Administration to ensure correctness of their contents and to safeguard against illegal copying. A medium could either contain one or more publications. In all cases, the media should be treated in accordance with the document control procedures in the ships' SMS, including procedures for timely update.

4.0 Electronic Equivalent

The Administration recognizes **ChartCo "regs4ships"** DVD, digital download and/or Internet product provided by ChartCo as an electronic equivalent to Republic of Liberia requirements for the on board carriage of the Combined Publications Folder (CPF) RLM-300 and CPF RLM-300 in electronic format. The Administration also recognizes this product as electronic equivalents for the on board carriage of SOLAS, MARPOL and STCW publications when these publications are referenced in the vessels Safety Management System.

ChartCo has agreed to provide this product to owners/operators of Liberian flag vessels for their company and vessel use. The Internet version is typically intended for use ashore by management companies and other shore based users and the DVD or digital download version are typically meant to be used on board the vessel. The Internet version is updated in real-time and the DVD, digital download versions are updated every two (2) months or more frequently. Vessels using the Internet version as their primary electronic equivalent must also carry the most recent 2 month DVD or more frequent digital download (backed up to external media) as back-up.

The product contains all publications in the CPF RLM-300 packaged together with fully updated digital copies of SOLAS, MARPOL and STCW. Both the Internet and, digital download versions have powerful search facilities and clear, easy to use keyword and category indexes. All publications are inter-linked. A Marine Notice issued by Liberia that refers to a SOLAS regulation is linked to that section in the digital SOLAS. Information on the product, including annual subscription rates and fleet discounts are available through their web site: www.chartco.com.

The Administration also recognizes the **Witherby Publishing Group** to publish Liberian maritime law, regulations, marine notices and advisories as an eBook, as an electronic equivalent to Republic of Liberia requirements for the on board carriage of the Combined Publications Folder (CPF) RLM-300 and CPF RLM-300 in electronic format. This product as electronic equivalents for the on board carriage of Liberia publications when these publications are referenced in the vessels Safety Management System. Information on the product, including annual subscription rates and fleet discounts are available through their web site: <https://shop.witherbys.com>

5.0 Notwithstanding paragraphs 3.0 and 4.0 above, the publications for emergency use, such as the International Code of Signals and the IAMSAR Manual should always be available in the form of hard copies, bearing in mind that such publications need to be readily available for use in case of emergency without being restricted to a specific place and by the availability of a computer.

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