NAOERO
MARITIME ADMINISTRATION

PROCEDURES FOR BAREBOAT CHARTER IN REGISTRATION
(NMA_P2 (Rev.10))

A. PURPOSE:

Guidance on the registration procedures for Bareboat Charter In (BBC-In) vessels.

B. REFERENCES:

1) Shipping Procedures NMA P6 – Certificates of Endorsement (COE)
2) Shipping Circular NMA C1-1 – Minimum Safe Manning
3) Shipping Circular NMA C1-2 – Minimum Safe Manning for Fishing Vessels
4) Application Form NMA-1 REG
5) Shipping Circular NMA C9 – Radio Accounting Authority and PSA for Inmarsat

C. INTRODUCTION:

1) Bareboat Charterers are able to register their chartered vessels with the Naoero Maritime Administration (NMA) after obtaining consent from the underlying flag.

2) Where activation of Inmarsat Terminal(s) is/are required:

    a) Obtain your assigned Naoero Call Sign and MMSI Number.
    b) Submit your activation request to Naoero's authorized Satellite Service Provider (SSP) prior to registration.
    c) **Terminal activation will take effect upon official activation of vessel registration and receipt of security deposit by the SSP** (Please refer to Reference B.5).

D. PROCEDURES:

1) The Bareboat Charterer shall request from the vessel's underlying flag for consent to suspend the vessel's registration and Bareboat Charter Out the vessel to register under Naoero for BBC-In registration.

2) Initially, the vessel will be registered under Provisional status and later transferred to Permanent status upon satisfying the registration requirements.

E. DOCUMENTS REQUIRED FOR SUBMISSION:

The following may be submitted to the NMA via email at flag@maritimenaoero.com

1) FOR PROVISIONAL REGISTRATION

    a) Executed application Form NMA-1 REG (can be found at https://maritimenaoero.com/forms).

b) Existing Registry and Statutory Certificates, and Continuous Synopsis Record (CSR) File (where applicable) for existing vessels.

c) Letter of Consent or Suspension Certificate from the underlying flag.

d) Confirmation (by letter or email) from vessel's Recognised Organisation (RO) that change of flag survey is in progress of being arranged.

e) Evidence of P&I cover (refer to Naoero Shipping Circular NMA C15 for list of recognised P&I clubs) in any of the following formats:

   i) Letter of Entry or Certificate of Entry
   ii) Conditional / Provisional P&I Cover (pending submission of Provisional Certificate of Registry to the P&I club)

f) Notarised copy of Bareboat Charter Agreement.

g) Certificate of Incorporation or Certificate of Good Standing of the Bareboat Charterer.

h) Certificate of Incumbency of the Bareboat Charterer.

i) Applicant's Passport or ID (should be a director of the Bareboat Charterer), otherwise a Power of Attorney to the applicant signed by a director shall be submitted.

The NMA reserves the right to request for additional documents not mentioned above where it deems necessary.

Once the documents are verified and confirmed in order, the NMA shall advise the registration details and provide notice of payment for the applicable fees.

Upon receipt of the applicable fees, the Provisional Registry Certificate(s) – Certificate of Registry, Minimum Safe Manning Certificate (if applicable), and Ship Radio Station Licence (if applicable) shall be issued with 6 months validity, during which the following are to be submitted **before the expiry of the Provisional registration** for conversion to Permanent registration:

2) FOR PERMANENT REGISTRATION

a) Original Letter of Consent or Suspension Certificate from the underlying flag, unless this is issued only in electronic format.

b) Copy of GA Plan.

c) Copy of Full-term Statutory Certificates issued by RO.

d) Copy of current Crew List (if applicable).

e) Copy of P&I Certificate of Insurance (if not submitted earlier).

f) Copy of Continuous Synopsis Record (CSR) File (if applicable - refer to Naoero Shipping Circular NMA C3).

g) Copy of LRIT Conformance Test Report (if applicable - refer to Naoero Shipping Circular NMA C8).

h) Copy of Bunker Convention Blue Card (if applicable - refer to Naoero Shipping Circular NMA C18).

i) Copy of Civil Liability Convention Blue Card (if applicable - refer to Naoero Shipping Circular NMA C11).

j) Copy of Wreck Removal Convention Blue Card (if applicable - refer to Naoero Shipping Circular NMA C19).

k) Copy of COSPAS SARSAT EPIRB Registration Certificate (if applicable - refer to Naoero Shipping Circular NMA C7).

l) Copy of Financial security cover for MLC 2006 Regulation 2.5.2 Standard A2.5.2 and Regulation 4.2 Standard A4.2.1 (if applicable - refer Naoero Shipping Circular NMA C23).

3) AFTER PERMANENT REGISTRATION

a) An updated Crew List should be submitted whenever there are changes to the crew.

b) Renewed P&I Certificate of Entry and relevant Blue Cards shall be submitted prior to the expiry of the present cover.

c) Any changes to the Directors and/or Shareholders of the Bareboat Charterer must be notified to NMA no later than 30 days of the change being filed.

d) A recent Company Certificate of Incumbency of the Bareboat Charterer issued within 3 months of submission shall be submitted prior to renewal of the vessel's registration.

F. MINIMUM SAFE MANNING AND CERTIFICATES OF ENDORSEMENT

1) All Officers working on Naoero-registered vessels are required to hold the appropriate Certificates of Endorsement (COE) issued by the NMA. There is no restriction on crew nationality.

2) The NMA does not issue seaman book to foreign nationalities and seafarers are allowed to carry their own national / foreign seaman book.

3) For more information on COE application, please refer to Reference B.1.

4) Naoero's minimum safe manning scale can be found in Reference B.2 or at: https://maritimenaoero.com/shipmanningtool. For fishing vessels, please refer to Reference B.3.

G. APPLICATION FORMS AND CONTACTS

All application forms can be downloaded from our website at: https://maritimenaoero.com/forms

Please do not hesitate to contact the NMA at flag@maritimenaoero.com for any queries.