

# Guidance for Safety- and Security Management Systems and the treatment of SMC and ISSC on vessels laid-up or otherwise out of service

## Introduction

The present global economic situation may require shipping companies to take vessels out of service through "lay-up", which could be temporary or long term. Ships newly delivered from ship-yard could be equally affected.

Therefore the following guidance towards the impact on validity of the SMC and ISSC is being given for companies to assist prepare for lay-up or re-entry into service.

## General

Initial, Intermediate and Renewal shipboard audits shall be performed under normal operational conditions only with full crew onboard in accordance with ship's Minimum Safe Manning Certificate for seagoing operations.

No external audits shall be performed if a ship is in dry dock, laid up or otherwise out of service, i.e., maintenance activities reduced, ship not engaged in loading and discharging operations, ballasting and de-ballasting, passage planning and navigation, bridge and engine-room watch-keeping, pilotage, berthing and unberthing, preparations for arrival/departure, lack of training as required by the ISM/ISPS Code etc.

## Re-entry into service

Before entering into service shipboard audit(s) are required depending on the duration of lay-up and status of the SMC and/or ISSC as shown in the table below:

Lay-up duration	Status of the SMC/ ISSC	
	Neither IA overdue nor the certificate expired	IA overdue or certificate expired
3 months or less	No action required.	AA in scope of an RA to be carried out. A new certificate to be issued with new 5-years validity.
Over 3 months but less than 6 months	AA* in full scope to be carried out for re-activation. Existing certificate to be endorsed.	
Over 6 months	The existing certificate is invalid. An audit to issue Interim SMC/ISSC to be carried out. Before re-commissioning of the vessel the company has to review the SSP/SSA with regard to any changes of the security system implemented on board. Records about review to be kept.	

**IA:** Intermediate Audit

**RA:** Renewal Audit

**AA:** Additional Audit

\* Intermediate or Renewal Audit Audit, if within the due window.

If an Interim Certificate expires during the period the ship is laid-up, the ship will be required to obtain a new Interim SMC upon recommissioning. An Interim verification audit (pre-audit) will be required accordingly.

It should be noted that the flag State may have individual requirements which are not covered by this document.

Advice for other situations/circumstances (e.g. newbuilding upon delivery from the shipyard) shall be sought by the respective competent flag State administration.

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