



NIUE SHIP REGISTRY

Website: www.niueship.com

CONTINUOUS SYNOPSIS RECORD (CSR) (Circular NMC2.2013 (rev1))

PURPOSE: To provide guidance on the issuance of CSR by Niue Ship Registry.

RELATED DOCUMENTS:

1. SOLAS Chapter XI-1, Regulation 5
2. RESOLUTION A. 959(23) as amended by RESOLUTION MSC. 198(80)
3. Form NCSR
4. CSR FORM 2 (Amendment)
5. CSR FORM 3 (Index of Amendments)

INTRODUCTION:

From 1 July 2004, SOLAS Chapter XI-1, Regulation 5, requires all passenger ships and cargo ships of 500 GT and above engaged on international voyages to have on board a Continuous Synopsis Record (CSR) file. The CSR is intended to provide an on-board record of the history of the ship and is issued by the flag State.

APPLICATION:

CSR applies to:

- Passenger ships, including high-speed passenger craft;
- Cargo ships, of 500 gross tons and above; and
- Self Propelled MODUs.

Vessels not subject to mandatory compliance with the ISPS Code may do so voluntarily. Once CSR is issued, it must be maintained in accordance with SOLAS regulatory requirements.

MAINTAINING THE SHIP CSR FILE:

1. A ship's CSR file consists of **ALL** CSR documents issued to the ship, regardless of flag/owner change, and is maintained in number sequential order. Whenever a ship transfers owners/managers/flag, the CSR file shall be left on board to provide a continuing record.
2. In event of change of flag, the previous flag State shall issue a new CSR document to the ship showing the date the ship ceased to be registered with that flag State, and forward a copy of the CSR file to the new flag State for issuance of new CSR. The new flag State is required to issue the CSR no later than three (3) months from date of flag change.
3. The entries in the CSR File shall not be modified or deleted in any way. Only the flag State may issue a CSR for the ship. For issuance of new CSR, Master of the ship shall complete a CSR amendment form (Form 2) and Index of amendments (Form 3). A copy of Form 2 and Form 3 shall be forwarded to the flag State for issuance of a new CSR.
4. The original Form 2 and Form 3 shall be attached to the ship's current CSR document. An updated CSR shall be issued by the flag State no later than three (3) months from the date of amendment.

5. Upon receipt of a revised and updated CSR document, the Master should check its sequential number and review the document to ensure all amendments are in order before filing the CSR with the existing CSR on board.

LOSS OR DAMAGE TO CSR FILE:

In the event that any part of the CSR file is lost or damaged, the Company and/or Master shall contact the Administration in writing without delay, listing the CSR documents which were lost or damaged. The flag State shall provide certified copies of the CSRs, CSR Amendment Forms (Form 2) and Index of Amendments (Form 3) available in its files.

DOCUMENTS TO SUBMIT FOR ISSUANCE OF CSR:

1. Copy of Application Form NCSR (for new buildings with no CSR file)

Or

2. Copy of CSR amendment form (Form 2) and Form 3 (for vessels with existing ship CSR file)

Application forms may be downloaded from www.niueship.com under "Download Forms"

All applications and requests for issuance of CSR shall be addressed to:

NIUE SHIP REGISTRY
Operations Department
Email: operations@niueship.com

Please do not hesitate to contact the Registry at operations@niueship.com or call: +65 6226-2001 for further assistance.