



Circular No. FSI/13/2025

To: Recognized Organizations (RO), Recognized Security Organizations (RSO), Classification Societies of Tanzania Zanzibar Registered Vessels

Subject: Oversight Program for the approved Recognized Organizations (RO), Recognized Security Organizations (RSO) and Classification Societies.

Purpose: The purpose of this circular is to inform all approved RO, RSO and Classification Societies of the TZIRS oversight program in order to ensure that the RO's, RSO's and Classification Societies quality system continues to comply with the conditions of their delegation and the requirements the RO Code and other relevant regulations and requirements.

Scope and Applicability: This Circular applies to all approved RO's, RSO's and Classification Societies of Tanzania Zanzibar Registered Vessels engaged in International Voyages

Date: October 15, 2025

1. The Zanzibar Maritime Authority and the Tanzania Zanzibar International Register of Shipping (TZIRS) hereby confirms that as per the mandate given by The Maritime Transport Act No. 5 of 2006 and Zanzibar Maritime Authority Act No. 3 of 2009, has started a process of oversight in order to determine that the organizations has adequate resources in terms of technical, managerial and research capabilities to accomplish the tasks being delegated to them.
2. The oversight program will consist of a desk review of the supporting documentation and later an onsite audit on the premises of the organization.

3. The on-site audits will be carried out throughout the year 2026 on a mutually agreed date and will be done in accordance with the ISO 19011 auditing guidelines and the requirements stipulated by the Code of Recognized Organizations (RO Code) and any other applicable international and national standards.
4. The expenses to be incurred in order to carry out the desk review and the on-site audits shall be borne by the RO, RSO and/or Classification Society to be audited in addition to the necessary plane tickets, accommodation and daily allowances of the audit team.
5. The Support documentation to be submitted to TZIRS for RO's, RSO's and Classification Society are as follows:

a. Company & Ownership

- i. Company Articles of Incorporation
- ii. Valid trading License
- iii. Ownership Declaration/Attestation
- iv. Company Profile with general information about your company providing a description of the services it provides and the resources in terms of technical, managerial, and research capabilities as RO, RSO and/or Classification Society.
- v. Copy of any authorization to act on behalf of other Flags

b. Managerial & Technical

- i. Organizational chart with the name and contacts details of the person made responsible for a particular position
- ii. A list of the Technical Department Staff and their CVs at the Head Office
- iii. A list of approved surveyors along with their CVs, licenses, and their geographical coverage and state whether they are exclusive or Non-Exclusive surveyors
- iv. Training Scheme, Evaluation and Monitoring of technical and support staff as per the RO Code.

c. Certifications and Accreditations

- i. Copy of ISO 9001 Certification
- ii. Copy of ISO 17020 Accreditation (if applicable)
- iii. Copy of last annual/renewal audit report with findings from the certification/accreditation Body.
- iv. Copy of Quality Management System
- v. Rules/Procedures/Instructions/Checklists for the Survey & Certification of Vessels (each type of survey/each type of certificate/each type of vessel)
- vi. Port State Control performance in all major MoUs, i.e., Paris, Tokyo, USCG, etc over a period of 3yrs. (if available)

d. Insurance Coverage

- i. Copy of Professional Indemnity Insurance

e. Classification Societies

- i. Copy of the latest revision of the Classification Rules
- ii. Copy of the Certificate of Copyright of the Classification Rules.

6. The deadline for submitting this information is **November 15th, 2025.**

7. The information is to be submitted to the following emails: technical@zma.go.tz and tzirs@zma.go.tz before the stated dateline.

8. The failure by an RO, RSO and/or Classification Society of Tanzania Zanzibar Register Vessels to submit the required information by the deadline given will result in the immediate suspension and/or cancelation of their authorization as RO, RSO and/or Classification Society.

9. The Zanzibar Maritime Authority and the Tanzania Zanzibar International Register of Shipping (TZIRS) reassure to the international shipping community of its commitment of continuous improvement of the safety and compliance standards of our international fleet and the protection of the marine environment.

For additional enquiries on this circular. Please contact to:

Director General and the Registrar of Ships
Zanzibar Maritime Authority

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