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## ZANZIBAR MARITIME AUTHORITY

**NOTICE No. FSI 001/2016**

### **REVIEW AND AUDIT OF RECOGNIZED ORGANIZATIONS (ROs) FOR THE TZIRS REGISTERED SHIPS**

**TO: All Recognized Organizations authorized to conduct statutory surveys  
and certifications for TZIRS registered ships.**

**New applicants**

**ZMA appointed inspectors**

**ZMA appointed Agents**

**Effective Date: 22<sup>nd</sup> June, 2016.**

#### **APPLICABILITY:**

This notice applies to all Recognized Organizations/Classifications Societies, Appointed Inspectors, appointed Agents which have been authorized to conduct statutory surveys and certifications for TZIRS registered ships on behalf of the Administration.

#### **OBJECTIVE:**

The aim of this notice is to inform all Recognized Organizations/Classifications Societies of TZIRS registered ships, Inspectors, appointed Agents that the Zanzibar Maritime Authority intends to conduct a review and audit on performance of all ROs, Inspectors, appointed Agents. The exercise aims at verifying compliance of the ROs, Inspectors and appointed Agents to national laws and International conventions, and the ROs code in carrying out responsibilities entrusted on them on behalf of the Administration.

## REQUIREMENTS:

1. In order to achieve the above objective, all functionaries are required, within two weeks from the date of this notice, to submit to the Administration the following information:
  - a) Company profile detailing its background, organization services, corporate philosophy, company organization set up;
  - b) A copy of quality management Certificate issued by competent Authority;
  - c) CVs including Qualifications and Experiences of personnel involved in surveys and certifications of ships;
  - d) Performance Report of duties delegated and brief history of Company Performance Survey for the past two years;
  - e) List of Reports, if applicable, on inspections made by Port State Control (PSC) to TZIRS registered ships certified by his/her Organization. Such report should include the following:
    - (i) At least two, if applicable, inspections made by PSC to one or two ships certified by his company, date and port of inspection, deficiencies found by PSC surveyor, recommendations made and measures taken;
    - (ii) a list of ships detained, if applicable, in different ports, date of detention, deficiencies contributed to a detention, follow up surveys to verify PSC detentions, measures taken by owner to rectify deficiencies, manners in which detentions were reported to the Administration, and close up report.
  - f) Certified copy of Local Registration certificate for his Company;
  - g) Procedures which are currently being used by RO to conduct surveys and certifications of TZIRS registered ships;
2. Upon the receipt of such information provided, the Administration will review such information, and if satisfied, will issue a full authorization to the RO, and such authorization will terminate the existing agreement, whether it is full or temporary. For new applicants, Administration will issue new contracts to approved applicants.
3. If, upon a review of the information provided, the Administration is unsatisfied with a performance of RO, it will order the auditing of RO to determine if the RO has adequate resources in terms of technical, managerial and research capabilities to accomplish the tasks assigned to it.

4. If, upon the auditing process, the RO has still been found incapable, the Administration will give a three month period to RO, which has full authorization, to rectify all deficiencies found during auditing. If the RO fails to rectify all the deficiencies within a three month period, Administration will issue an annual notice of termination of agreement (according to terms and conditions of existing agreement).
5. The Administration will immediately terminate any RO which has a temporary authorization (case by case authorization), if it has been found in auditing process that it is incapable. However, this RO may reapply for authorization to the Administration after having proved otherwise to the administration.
6. If any RO for TZIRS registered ships fails to provide information required under this notice, the Administration will terminate the authorization of the RO.

**Enquiries:**

For any enquiries, please contact the Director General, Zanzibar Maritime Authority;

**Telephone number +255777411360**

**Email address: [dgzma@zma.go.tz](mailto:dgzma@zma.go.tz) or [tzirs@zma.go.tz](mailto:tzirs@zma.go.tz), or, [info@zma.go.tz](mailto:info@zma.go.tz) or [komboabdullah@gmail.com](mailto:komboabdullah@gmail.com)**

Issued by,



**Abdullah H. Kombo**  
**DIRECTOR GENERAL**