



NAURU

MARITIME ADMINISTRATION

CONTINUOUS SYNOPSIS RECORD (CSR) (NMA_C3.2018. Rev.1)

(a) DEFINITION:

The following abbreviations stand for:

1. "CSR" - Continuous Synopsis Record
2. "MSC" - Maritime Safety Committee
3. "SOLAS" - International Convention for the Safety of Life at Sea (SOLAS), 1974, as amended

"Administration" – Nauru Maritime Administration

(b) PURPOSE:

To provide guidance on the issuance of CSR for Nauru vessels.

(c) REFERENCE:

1. SOLAS Chapter XI-1, Regulation 5
2. Resolution A. 959(23) as amended by Resolution MSC. 198(80)
3. Nauru Form NMA-6 CSR - Application for the issuance of CSR
4. Nauru Form NMA-6 CSR-A - Amendments to the CSR

(d) INTRODUCTION:

1. The CSR is intended to provide an on-board record of the history of the vessel and is issued by the flag State whom the vessel is registered under.
2. A vessel's CSR file comprises of:
 - 2.1. all CSR documents (Form 1) issued by the vessel's Administration, numbered sequentially over the life of the vessel;
 - 2.2. all amendment forms (Form 2) attached to each individual CSR document relating to changes made to that CSR document; and
 - 2.3. all indices of amendments (Form 3) listing all amendments (specified by amendment forms) relating to each CSR document and attached to Form 1 and Form 2.

(e) APPLICATION:

As of 01 July 2004, SOLAS Chapter XI-1, Regulation 5 requires all passenger vessels and cargo vessels of 500 gross tonnage and above engaged on international voyages to have on board a CSR.

(f) CONTENT:

1. VESSEL'S CSR FILE

- 1.1. The vessel's CSR file shall consist of the complete record of all CSR documents issued to the vessel and is numbered sequentially over the life of the vessel and shall be left on board to provide a continuous record.
- 1.2. When there is a change of flag, the losing Administration shall issue a Closure CSR document to the vessel showing the date the vessel ceased to be registered with that Administration, and forward a copy of the CSR file to the gaining Administration for issuance of the next CSR. The gaining Administration shall issue the CSR no later than three (3) months from date of flag change.
- 1.3. Entries in the CSR file shall not be modified or deleted. Only an Administration may issue a CSR for the vessel. For issuance of a new CSR for an existing vessel, the Company or Master of the vessel shall complete Form NMA-6 CSR-A specifying the changes. A copy of Form NMA-6 CSR-A shall be forwarded to the flag State for issuance of a new CSR.
- 1.4. The original Form NMA-6 CSR-A shall be attached to the ship's current CSR file. A new CSR shall be issued by the Administration no later than three (3) months from the date of the amendment(s).
- 1.5. Upon receipt of any new CSR document, the Master should check its sequential number and review the document to ensure all amendments are in order before filing it in the CSR file on board the vessel.

2. LOSS OR DAMAGE TO CSR FILE

- 2.1. In case of loss or damage to the CSR file, the Company or Master shall contact the Administration(s) that issued the respective CSR documents in writing without delay, listing the CSR documents that were lost or damaged. The Administration(s) shall provide certified copies of the CSRs, CSR Amendment Forms, and Index of Amendments available in its records.

3. INCONSISTENCIES OF THE CSR FILE

- 3.1. Upon a ship's de-registration, the previous Flag administration is required to issue a Closure CSR to the ship, indicating in row 16 in the CSR, the date ship ceased to be registered, as well as send a copy of the vessel's complete CSR file no later than one (1) month from the date of de-registration to this Administration.
- 3.2. There are rare occasions where the previous Flag administration fails to forward the CSR file of the ship within three (3) months from the ship's registration with Nauru.
- 3.3. When the above occurs, the Administration may issue a CSR with a second sequential number from the last CSR Document number made available to the Administration and state the reason(s) in Row number 17.
- 3.4. In the circumstances of the paragraph above, the missing CSR Document number should be considered as constituting a deficiency against the previous Flag administration on the provision that the previous flag State did not forward the CSR file and thus failed to fulfil its obligations under SOLAS regulation XI-1/5.

4. DOCUMENTS TO SUBMIT FOR ISSUANCE OF CSR

4.1. The following documents are required to be submitted for issuance of CSR:

4.1.1. Copy of Application Form NMA-6 CSR (for vessels without any existing CSR file); or

4.1.2. Copy of NMA-6 CSR-A Amendment (for vessels with existing CSR file)

4.2. Application forms may be downloaded from <https://naurumaritime.com/forms>

4.3. All applications and requests for issuance of CSR shall be submitted by email to:
flag@naurumaritime.com

For further assistance, please do not hesitate to contact the Administration at:
flag@naurumaritime.com