MARITIME AND PORT AUTHORITY OF SINGAPORE
SHIPPING CIRCULAR
NO. 26 OF 2017

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15 December 2017

Applicable to: Shipowners, shipmanagers, operators, Recognised Organisations, surveyors, agents and masters of Singapore-registered ships

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USE OF ELECTRONIC CERTIFICATES ON BOARD SINGAPORE SHIPS

1.   This circular brings to the attention of all stakeholders on the use of electronic certificates on board ships flying the flag of Singapore and supersedes Shipping Circular No. 27 of 2016.

2.   With the aim to reduce the administrative burden on Administrations, port State control officials, ships' crew and other stakeholders caused by, amongst other reasons, the reliance on traditional paper certificates, the Facilitation Committee (FAL) of the International Maritime Organization (IMO), at its 40th session approved the Guidelines for the use of electronic certificates (FAL.5/Circ.39/Rev.2) that provides guidance to facilitate the use and acceptance of electronic certificates.

3.   The Maritime and Port Authority of Singapore (MPA) will be progressively moving towards the full implementation of electronic certificates that are issued to ships by our Administration commencing from December 2017.

4.   The electronic certificates issued by our Administration contains all features in accordance to FAL.5/Circ.39/Rev.2. In addition, the electronic certificates contain a Quick Response (QR) Code to facilitate the verification process. Relevant parties seeking to verify the authenticity and validity of the electronic certificates can do so online either by using the QR Code found in each electronic certificate or by entering the unique tracking number at the online verification system at https://marinet.mpa.gov.sg/sr-vs/. Kindly refer to the Annex attached to this Circular.

5.   Original hardcopy certificates that were previously issued by our Administration shall remain valid and be carried on board till such time the electronic certificates are available on board.

6.   For Recognised Organisations issuing electronic certificates to Singapore ships on behalf of our Administration, the electronic certificates issued shall contain the

features as stated in FAL.5/Circ.39/Rev.2. They may also contain additional security features as deem appropriate by the Recognised Organisations. In addition, clear and simple instructions shall be provided on board for any relevant party who may wish to verify the validity and authenticity of the electronic certificates.

7.   All electronic certificates that are issued by our Administration or the Recognised Organisations on behalf of our Administration that conform to FAL.5/Circ.39/Rev.2 shall be deemed valid in accordance with all applicable international instruments that Singapore is a party to. A copy of this Shipping Circular should be placed on board to facilitate the acceptance of electronic certificates by other relevant authorities.

8.   Singapore ships using electronic certificates that requires Adobe Reader to view the electronic certificates should ensure that a current version of the software is installed on board, which can be downloaded free of charge from https://get/adobe.com/reader. In order to validate the digital security of the E-Cert, the user may be required to perform a one-time update of the list of trusted certificates by going through the following steps;
   a) Ensure the computer is connected to the Internet.
   b) Open Adobe Reader.
   c) Go to Edit > Preferences > Trust Manager
   d) Under the "Automatic Adobe Approved Trusted Certificate Updates" tab, select "Update Now"

9.   Notwithstanding the compliance to the requirements of our Administration, owners of Singapore ships should continue to exercise due diligence to address any entry and clearance requirements that are specific to each port that the ship calls at.

10.   Queries relating to this circular should be directed to Mr. Calvin Lee, Tel: 6375-6269 or email calvin_lee@mpa.gov.sg or shipping@mpa.gov.sg. For assistance regarding the authenticity or validity of electronic certificates that requires urgent attention can be directed to MPA's 24/7 customer service hotline at **(+65) 6-CALL-SRS** (6-2255-777).

CAPT DAKNASH GANASEN
DIRECTOR OF MARINE
MARITIME AND PORT AUTHORITY OF SINGAPORE

ANNEX

HOW TO VERIFY THE VALIDITY OF MPA ISSUED ELECTRONIC CERTIFICATES

When internet connectivity is availability
(1) Method 1 - Verification by scanning the QR Code

(2) Method 2- Verification by entering the Certificate number (unique tracking number) at the Online Verification System at https://marinet.mpa.gov.sg/sr-vs/

(3) The status of the certificate will be displayed online.

When internet connectivity is not availability

(4) Look out for the digital signature ribbon on the top of the digital certificate to check that the digital security signature to verify the authenticity of the certificate.

(5) For assistance regarding the authenticity or validity of electronic certificates that requires urgent attention can be directed to MPA's 24/7 customer service hotline at (+65) 6-CALL-SRS (6-2255-777).