

APPLICATION FOR VESSEL NAME

1. Application for vessel name should be submitted in writing to Registrar of Ships using prescribed form ; Form Application for Name of Ship.
2. Proposed name for a Malaysia vessel must be approved by the Registrar General of Ships. Owners should apply for the vessel's name at least three (3) days in advance before the date at which the vessel is supposed to be registered.
3. Three (3) names can be submitted for approval. An approved name is valid for a period of six (6) months.
4. For the purpose of guidance, the following format for name of vessel shall not be used :-
 - (i) Names of Royalties, Dignitaries, Political Figures and any royal awards e.g "Muzaffar Shah", Tengku Muzaffar", "Tan Sri", "Datuk Razali", etc.;
 - (ii) Names with racial undertones or with intention to dishonor or obscene in nature;
 - (iii) Names with intention to mislead;
 - (iv) Names made up of initials only e.g "Y.T.M", "K.K 17", "S 12", etc.;
 - (v) Numbers preceding names e.g "113 Trading", "IV Setia", "No. 3 Bersatu", etc.;
 - (vi) Names solely made up of numerals e.g "123", "IV", etc.;
5. However, initials approved under Prefix followed by names or numerals is allowed. E.g "YTM Lady", "YTM 01", etc.
6. Subject to approval given by Registrar of Ship, Certificate of Ship Name Approval will be issued within two (2) working days.
7. Forms required at this stage :
 - (i) Checklist on Application For Ship Name Registry 200
 - (ii) Application For Name Of Ship MISR/BK1/01/05
 - (iii) Application For Reserve Prefix/Suffix Name Of Ship MISR/BK1/02/05
 - (iv) Appointment / Cancelation of An Authorized Officer MISR/BK1/03/05

PROVISIONAL REGISTRATION

1. Vessels are generally first registered on a provisional basis by the Registrar of Ships for a minimum period of six (6) months but not more than twelve (12) months.
2. The following documents must be presented for provisional registration of the vessel:
 - (i) Statutory declaration of ownership :-
 - a. In the case of individual owner(s), a copy of the identity card for each individual.
 - b. In the case of Body Corporate :-
 1. The original and certified true copy of the Article and Memorandum of Association;
 2. The original and certified true copy of the Certificate of Incorporation;
 3. The original and certified true copy of the Certificate of Registry of Business;
 4. Declaration of ownership;
 5. Authority Form - appointing the public officer authorized to make declaration on behalf of the owner
 - (ii) The original copy of Provisional Certificate of Survey (COS);
 - (iii) The original copy of Bill of Sale;
 - (iv) Ship particular :-
 - a. Name and details of the vessel;
 - b. A copy of Builder Certificate; If the date and place of building are not known, a statement that the declarant does not know the date and place of the building of the ship;
 - c. Statement of the name of the master of the Vessel and his citizenship.
3. Upon due acceptance of the above documents by the registry, the Registrar will allocate an Official Number and International Call Sign to the vessel. Registration may take as quickly as three (3) working days for issuance of Provisional Registry subject to complete document submitted.
4. Forms required at this stage :

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| (i) Checklist on Provisional / Permanent Certificate of Registry (COR) | Registry 210 |
| (ii) Application To Register A Ship | MISR/BKI/05/05 |
| (iii) Application For Allotment Of An International Call Sign | MISR/BKI/07/05 |
| (iv) Declaration Of Ownership And Nationality | MISR/BKI/06/05 |
| (v) Appointment / Cancelation / Change Of Ship Manager | MISR/BKI/04/05 |

PERMANENT REGISTRATION

1. Subject to documents provided in the Provisional Registry process, the following documents must be presented for permanent registration of the vessel:
 - (i) The original copy of Permanent Certificate of Survey (COS);
 - (ii) Deletion Certificate;
 - (iii) Certified Ships Carving and Marking Note.
2. Full registration may take as quickly as three (3) working days for issuance of Permanent Registry subject to complete document submitted.

CERTIFICATE OF SURVEY

1. 'Certificate of Survey' is a certificate issued to the Registrar of Ship which contains the testimonials on the description of the vessel to be registered. It also acted as a certificate of seaworthiness for the vessel from the Ships Surveyor to the Registrar of Ships.
2. A Certificate of Survey is issued on:
 - (i) First registry of the vessel for the purpose of Certificate of Registry Provisional and Permanent;
 - (ii) After major modification conducted on the vessel which alters the vessel's shape, tonnage or any particulars of the vessel as specified in the Certificate of Registry.
3. Application for the Certificate of Survey shall be made to the Ships Surveyor enclosing the following documents:
 - (i) Application letter;
 - (ii) Certificate of Approved Ship Name issued by Registrar of Ships ;
 - (iii) Survey Form 218 : Machinery Declaration ;
 - (iv) A copy of the vessel :-
 - d. General Arrangement Plan
 - e. Midship / capacity plan (if tanker)
 - (v) Ship from previous registry:-
 - a. Copy of Previous Certificate of Registry
 - b. Copy of International Tonnage Certificate 1969
 - c. Copy of International Oil Pollution Prevention Certificate (IOPP) (for tanker only)
 - (vi) Newly Built Ship
 - a. Copy of Interim / Permanent Builder Certificate issued by shipyard;
 - b. Copy of Interim International Tonnage Certificate 1969 / Attestation.
4. For the application of the Permanent Certificate of Survey, owner may have to enclosed following documents :-
 - (i) Application letter;
 - (ii) A copy of Permanent International Tonnage Certificate issued by Classification Society recognized by Government of Malaysia

(iii) A copy of Builder Certificate (if new)

5. After all documents have been received by the Ships Surveyor, the Surveyor shall vet through all the documents and conducting the inspection of the vessel to verify that all particulars is correct, in seaworthy condition and that all carving and marking have been properly made.
6. Certificate may take as quickly as two (2) working days for issuance subject to complete document submitted and fulfill survey requirement.
7. Forms / checklist required at this stage :
 - (i) Checklist on Provisional / Permanent Certificate of Survey (COS) Registry 215
 - (ii) Declaration of Main Propulsion System / Machinery Survey 218